



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

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

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

**I. ROLL CALL**

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

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

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

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

**A) Licenses**

- 1) Victualing License Renewals
  - a) Tallulah, LLC dba: **Tallulah's Tacos**  
252 Narragansett Avenue
  - b) Tallulah, LLC dba: **Tallulah's Tacos - Mobile Unit**  
252 Narragansett Avenue  
Mackerel Cove Beach (east side of lot) and Head's Beach
- 2) One Day Event/Entertainment License Application
  - a) Applicant: Rhode Races & Events, Inc.  
Event: Jamestown Half Marathon Rhode Race  
Date: October 15, 2016  
Location: Fort Getty/streets of Jamestown/Fort Getty

**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**

- 1) Taxpayers' Association of Jamestown re: Jamestown Fire Station

**B) Non-scheduled to address**

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

- A) Administrator's Report: Town Administrator Andrew E. Nota
  - 1) Goals and Objectives Update
- B) 3<sup>rd</sup> Quarter 2015 GZA Monitoring Report

**VII. UNFINISHED BUSINESS**

**VIII. NEW BUSINESS**

- A) Conanicut Island Sailing Foundation 2015 Report
- B) Awarding of Bid: Bay View Drive Revetment Project shoreline protection facility to constructed of stone rip-rap along 400 linear feet of shoreline (eroded by Tropical Storm Sandy in 2012) for 1300 tons of filter stone to be covered by 3000 tons of stone rip-rap to Material Sand and Stone Corporation as bid as recommended by Public Works Director Michael Gray as follows:

Item 1	FS-3 Filter Stone	\$23.45 per ton
Item 2	R-7 Rip Rap Stone	\$24.45 per ton
- C) Awarding of Bid: Harbor Master's Vessel replacement for 2013 21 ft. aluminum constructed boat with 250 hp motor to Silver Ships, Inc. for an amount not to exceed \$98,475 as bid as recommended by Police Chief Edward Mello
- D) Calendar and Meeting Schedule for 2016: discussion and/or potential action and/or vote
  - 1) FY 2016/2017 Budget meeting schedule
  - 2) 2016 Calendar
  - 3) Schedule Work Session with Board of Fire Wardens
- E) 2017-2025 Transportation Improvement Program: discussion and/or potential action and/or vote
  - 1) Letter of State Planning Council Chairman Michael DiBiase re: Transportation Improvement Program for Federal Fiscal Years 2017-2025
  - 2) Public Works Director's recommendation
- F) Fort Getty: discussion and/or potential action and/or vote
  - 1) Fee Schedule for 2016 Season
- G) Tree Warden Appointment: discussion and/or potential action and/or vote
  - 1) Letter of Steven Saracino with request for reappointment as Tree Warden
  - 2) Letter of Tree Preservation and Protection Committee Chair James Rugh re: Committee's unanimous vote to support reappointment of Steven Saracino as Tree Warden
  - 3) Letter of RIDEM Division of Forest Environment Coordinator Tee Jay Boudreau requesting submission of annual Tree Warden Appointment by February 1, 2016

**IX. ORDINANCES AND APPOINTMENTS AND VACANCIES**

- A) Appointments and Vacancies
  - 1) Jamestown Harbor Commission (One vacancy with an unexpired three-year term ending date of December 31, 2017); duly advertised, interviews conducted; review and/or potential action and/or vote
    - a) Letters of interest
      - i) Daniel Wurzbacher
      - ii) Wayne Banks
  - 2) Jamestown Library Board of Trustees (One vacancy with an unexpired three-year term ending date of December 31, 2015); duly advertised; interviews conducted; review and/or potential action and/or vote
    - a) Letters of interest
      - i) Christian Infantolino
      - ii) Frank F. Sallee
      - iii) David Reardon
      - iv) Marianne Kirby
      - v) Lauren McCombs
  - 3) Jamestown Tax Assessment Board of Review (One vacancy with an unexpired three year term ending date of December 31, 2016); duly advertised; interviews conducted; review and/or potential action and/or vote
    - a) Letters of interest
      - i) Karen Gabriele
      - ii) Joyce Antonello
  - 4) Jamestown Planning Commission (One vacancy with an unexpired four year term ending date of December 31, 2018); duly advertised
    - a) Letter of interest
      - i) Theresa DiGiovanni

**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 9, 2015 (regular meeting)
  - 2) November 9, 2015 (work session)
  - 3) November 9, 2015 (interview session)
- B) Minutes from Boards, Commissions and Committees
  - 1) Jamestown Charter Review Committee (10/28/2015)
  - 2) Jamestown Charter Review Committee (11/04/2015)
  - 3) Jamestown Philomenian Library Board of Trustees (10/13/2015)
  - 4) Jamestown Traffic Committee (10/20/2015)
  - 5) Jamestown Tree Preservation & Protection Committee (10/27/2015)
  - 6) Jamestown Zoning Board of Review (09/22/2015)
- C) Zoning Abutter Notification

- 1) NOTICE IS HEREBY GIVEN: that the Jamestown Zoning Board of Review will hold a public hearing December 15, 2015 at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following: Application of EPI Real Estate Holdings, LLC, whose property is located at 41 Narragansett Ave., and further identified as Assessor's Plat 9, Lot 211 for a variance from Article 3, Table 3-2 Dimensional variances, 3. Art. 12, Sec. 1203 Parking Requirements.
  1. Chapter 82 Zoning-Appendix A-Minor Subdivision Regulation.
  2. Preliminary Plat check list No. 3.
  3. Art. 12, Sec. 1203 Parking Requirements. To 1. Divide current 10,210 into 2 lots. Lot A to be 4,059 sq. ft. instead of the required 5,000 sq. ft. 2. Lot B to be 4 ft. 9 in. rear lot set back instead of 12 ft. 3. Lot B – A variance to allow the existing configuration of parking to satisfy the requirements for Lot B. No physical alterations are being requested. Said property is located in a CD zone and contains 10,210 sq. ft.

D) CRMC Notices

- 1) December 2015 Calendar
- 2) Semi-Monthly Meeting Agenda for December 8, 2015

E) Abatements/Addenda of Taxes

Total Abatements: \$109,661.56 Total Addenda: \$109,653.49

1) Motor Vehicles – Abatements to 2015 Tax Roll

**Account/Abatement Amount**

a) #18-0028-40M \$ 43.24

2) Properties – Abatements to 2015 Tax Roll

**Property/Abatement Amount**

a)	Plat 4 Lot 27	\$ 11,654.38
b)	Plat 5 Lot 457	\$ 3,147.44
c)	Plat 9 Lot 146	\$ 5,780.80
d)	Plat 2 Lot 112	\$ 6,650.66
e)	Plat 8 Lot 788	\$ 3,491.86
f)	Plat 1 Lot 219	\$ 5,885.04
g)	Plat 2 Lot 184	\$ 5,066.74
h)	Plat 10 Lot 8	\$ 7,029.95
i)	Plat 10 Lot 35	\$ 2,219.58
j)	Plat 8 Lot 170-4H	\$ 5,615.18
k)	Plat 9 Lot 794	\$ 4,968.77
l)	Plat 10 Lot 111	\$ 6,964.98
m)	Plat 3 Lot 228	\$ 2,567.96
n)	Plat 14 Lot 153	\$ 619.87
o)	Plat 3 Lot 526	\$ 2,902.47
p)	Plat 8 Lot 170-4H	\$ 8.73
q)	Plat 15 Lot 292	\$ 3,391.52
r)	Plat 9 Lot 792	\$ 26,191.42

3) Properties – Addenda to 2015 Tax Roll

**Property/Addenda Amount**

a)	Plat 2 Lot 184	\$ 5,066.74
b)	Plat 5 Lot 457	\$ 3,147.44
c)	Plat 14 Lot 153	\$ 619.87
d)	Plat 10 Lot 111	\$ 6,964.98
e)	Plat 9 Lot 146	\$ 5,780.80
f)	Plat 4 Lot 27	\$ 11,654.38
g)	Plat 14 Lot 144	\$ 2,946.37
h)	Plat 9 Lot 794	\$ 4,968.77
i)	Plat 10 Lot 35	\$ 2,219.58
j)	Plat 2 Lot 112	\$ 5,650.66
k)	Plat 9 Lot 228	\$ 2,567.96
l)	Plat 9 Lot 792	\$ 26,191.42
m)	Plat 3 Lot 526	\$ 5,460.97
n)	Plat 8 Lot 1704-H	\$ 5,615.18
o)	Plat 15 Lot 292	\$ 3,391.52
p)	Plat 8 Lot 788	\$ 3,491.86
q)	Plat 10 Lot 8	\$ 7,029.95
r)	Plat 1 Lot 219	\$ 5,885.04

F) Finance Director’s Report

G) One Day Event/Entertainment License Application

- 1) Applicant: Jamestown 1<sup>st</sup> Day Plunge  
Event: Jamestown 1<sup>st</sup> Day Plunge 2016  
Date: January 1, 2016  
Location: East Ferry Beach/Veterans’ Square

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

A) Communications

- 1) Statewide Planning Council announcement of Public Hearings for Amendment to Rules and Standards – Comprehensive Plan Review on Monday, December 7, 2015 11:00 a.m. and 6:00 p.m.
- 2) Letter of House Minority Leader Brian C. Newberry re: HUD’s AFFH rule and Sustainable Community grants for land use and new development of affordable housing
- 3) Notice of Master Plan Information Meeting for application of Jamestown Terrace, 138 Narragansett Avenue, Plat 8 Lot 79, Applicant: Douglas Enterprises, LTD for Comprehensive Permit for low and moderate income housing, a Major Land Development Project for 16 units, 2 buildings, Special Use Permit for Multi-Family Development Proposal with Variances on December 16, 2015 meeting of the Jamestown Planning Commission, 7:00 p.m., in the Jamestown Town Hall Town Council Chambers at 93 Narragansett Avenue

- 4) Announcement and Registration form for RI League of Cities & Towns 2016 Annual Convention, January 28, 2016, Crown Plaza, Warwick

**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 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 16 AM 9:14

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): Tallulah, LLC

DBA: Tallulah's Tacos

Partnership: LLC

Sole Proprietorship: \_\_\_\_\_ Business Phone #: 849-2433

Address of Premise: 252 Narragansett Ave

Hours of Operation: 8:00 a.m.-6:00 p.m. RI Retail Tax #: 27-0768301

Home/Mailing Address and Home Phone #: 464 Thames St. Newport, RI 02840  
323-974-2835

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

Name	Address	DOB
<u>Kelly Ann Maurice</u>	<u>464 Thames St. Newport, RI 02840</u>	<u>4/22/1977</u>
<u>Jacob Rojas</u>	<u>464 Thames St. Newport, RI 02840</u>	<u>7/17/1982</u>

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

Restaurant (Take out only)

Seating Capacity: 0

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

Signature of Applicant: [Handwritten 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.-

Paid/Date: 9/16/15

*Approval: Please Sign & Date*

Chief of Police: *Ell 9/28/15*

Fire Chief: *[Signature] 10/30/15*

Zoning Official: *Chris Costa 10-28-15*

Water & Sewer Clerk: ~~*[Signature]*~~ *11/24/15*

Tax Collector: *[Signature] 10/24/15*

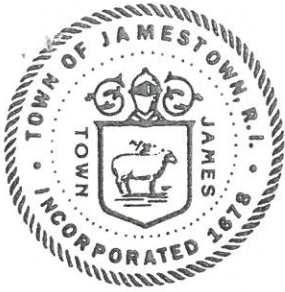


This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ for the period of **December 1, 20\_\_\_\_\_ to November 30, 20\_\_\_\_\_**.  
Issued: \_\_\_\_\_

Cheryl A. Fernstrom, CMC, Town Clerk

***Please display this license in a prominent place in your establishment***





# 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 16 AM 9:14

Cheryl A. Fernstrom, CMC

Town Clerk  
Probate Clerk

## Victualing Mobile Unit License Renewal Application

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

- Copy of Valid State Health Certificate
- Retail Sales Tax Permit
- Victualing Fee: \$20.00
- \$1,000,000.00 Insurance Policy

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

Name of Applicant (Corp. Name): Tallulah, LLC

DBA: Tallulah's Tacos Mobile Unit

Sole Proprietorship: \_\_\_\_\_ Business Phone #: 849-2433

Address of Main Premise: 252 Narragansett Ave

Area(s) of Mobile Unit: Mackerel Cove Beach (east side of lot only) and Head's Beach

Hours of Operation: 9:00 a.m. to 6:00 p.m.

RI Retail Tax #: 27-0768301

Home/Mailing Address and Home Phone #: Kelly Ann Maurice

464 Thames St. Newport, RI 02840 323-974-2835

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

Name	Address	DOB
<u>Kelly Ann Maurice</u>	<u>464 Thames St Newport</u>	<u>4/22/1977</u>
<u>Jacob Rojas</u>	<u>464 Thames St Newport</u>	<u>7/17/1982</u>

Type of Sales: (Ice Cream, Beverages, etc.)

Restaurant Food Cart

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

Signature of Applicant: [Handwritten 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: 9/16/2015

\$1,000,000.00 Insurance Policy

*Approval: Please Sign & Date*

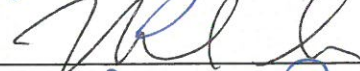
Chief of Police:  2/18/15

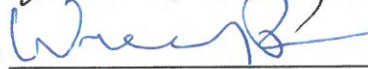
Fire Chief:  10/30/15

Zoning Official:  10-28-15

Water & Sewer Clerk:  11/24/15

Tax Collector:  10/26/15

Public Works Director:  10-30-15

Parks and Recreation Director:  10.30.15



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

\$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)

RECEIVED  
TOWN OF JAMESTOWN, R.I.  
15 NOV 16 PM 4:24

Name of Event: (if applicable) Jamestown Half Rhode Race

Date of Event: Friday, October 15, 2010 Hours of Event: 7:30 am - 11:00 am

Location of Event: see attached map Number of people attending: 1,000

Name of Applicant/ Business: Rhode Race & Events, Inc.

Mailing Address: 19 Weaver Avenue #4 Business Phone #: 401-427-7764  
Newport, RI 02840

Contact Person: Karen Zyons Phone Number: 401-427-7764

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

Who will the event benefit? Various local charities & High School Booster Clubs

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 #: 47-5412470 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? Nothing planned

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 will forward shortly

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





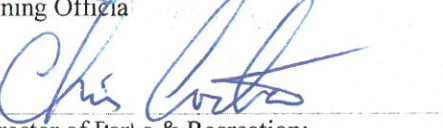
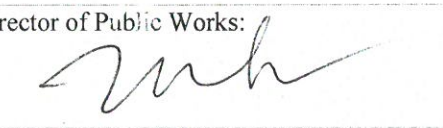


Signature of Applicant: [Signature]

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: 	12/1/15	
Chief of Police: 	11/17/15	police details req'd not permit req'd
Fire Chief: 	12.1.15	
Fire Marshal: 	12.1.15	
Zoning Official: 	12-1-15	
Director of Parks & Recreation: -	-	
Director of Public Works: 	12-1-15	
Water & Sewer Clerk: 	12/1/15	
Tax Collector: 	12/1/15	

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.***



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

## **DECEMBER 2015 CALENDAR**

- Tuesday, December 8**      **Semimonthly Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.  
**6:00 p.m.**
- Tuesday, December 15**      **Policy and Planning Subcommittee Meeting.** CRMC; Conference Room, Oliver Stedman Government Center, 4808 Tower Hill Road, Wakefield, RI.  
**8:30 a.m.**
- Friday, December 18**      **Administrative Fine Hearings.** East Providence City Hall, Council Chambers, 145 Taunton Avenue, East Providence, RI.  
**9:00 a.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.*

/lat

**Goal: To Promote Quality of Life in the Community**

**1. Maintain Jamestown’s “Rural Character “**

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

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

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

## **2. Protect Natural Resources**

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

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

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

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

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



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

consultant PARE. Project development timeline is based on Town staff availability and funding. Request for CIP funding is anticipated in FY 2016-2017 and FY 2017-2018.

- b. North Road reconstruction beginning in FY2016, with three year(three phase) road drainage and repaving program accompanied by a fourth phase that includes a bike path/trail connector from West Reach to North Pond to interconnect with the North Pond Connector that exits onto Eldred Avenue. Project completion anticipated in FY2019-2020, based on funding availability. Storm water drainage permit has been secured for Phase I, with work expected to begin by Town staff in the spring 2016. Funding for Phase II will be requested as part of the FY2016-2017 CIP program.

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

- A. Encourage economic development, especially in prime and undeveloped properties to achieve suitable commercial and retail growth, with emphasis on the Town Center and waterfront;
  - a. Consider the development of an Economic Development Committee to guide a local process. The sustainability of Jamestown’s economy will be a specific topic addressed during the Sustain Jamestown program. Discussions are ongoing with cultural arts-based organizations in developing concepts around exposure to the wealth of the artist community residing in Jamestown and how this resource can be harnessed to benefit the community and commercial district. Discussions are also occurring with business owners/Chamber of Commerce seeking alternative methods to attract unconventional businesses and entrepreneurs to the community to fill vacant storefronts.
- B. Continue to work with Newport County Communities, Washington County Regional Planning Council and local organizations (i.e. Chambers of Commerce) to develop strategies to encourage investment and business sustainability in the village;
  - a. Discussion is continuing with the Washington County Regional Planning on the street light purchase and replacement program; Town also looking into other options for street light replacement with neighboring Town’s.
  - b. Progress is anticipated with the development of a Newport County EDC agency to champion the opportunities that exist in each local community for business retention and new business development; meetings are continuing and all Newport County Communities have committed varying financial commitments to implement this program in FY2015-2016. Officials from each participating community are continuing to meet in the development of this regional organization.
  - c. The development of an economic development committee is presently being considered. Town staff have been working with the Chamber of Commerce on the installation of an informational kiosk in town to provide members with improved marketing opportunities; targeted conversations with individual commercial investors is continuing regarding properties that are presently available for possible development in the village.
- C. Ensure that future development and renovation in the Village maintains small scale and “walkable” character, while supporting businesses and investment that will encourage residents’ and visitors use;
  - a. More detailed discussions need to occur on this topic in order to agree on best and appropriate practices in this area.
- D. Provide improved customer and employee parking in the village;
  - a. Continue to seek opportunities for parking enhancements in the village and encourage businesses to coordinate off-site parking for their employees. Seek Planning Commission attention to this

*issue in their review of applications in the Village District. Additional consideration should be given to the review of properties (possible acquisition) that may be able to assist in either seasonal parking, event parking or additional dedicated parking for local uses.*

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

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

- A. *Implement an improved Parks & Recreation program based on resident need and ongoing community assessment;*
  - a. *Discussion on this topic is slated to begin in September FY 2015-2016 and continue into the fall; Comparisons and assessment of data gathered on needed P&R programming in recent years, Collins Center Report, the PAC discussions, prior studies, and other influence on this subject should be considered during this assessment. A work session dedicated to this topic was held in*

*November 2015 that addressed the ongoing search for a new P&R Director, and the specific department divisions, involving programming, seniors, parks, facilities and staffing plan.*

- B. Provide expanded, accessible and diversified program offerings for Jamestown’s seniors;*
  - a. Coordination with Senior Association Board and Executive Director is ongoing with communication occurring as to expanded program opportunities inside and outside of the community, including expanded transportation services. These services are to be supported by the Association jointly with the Parks and Recreation Department. Additional staff and facility coordination is being implemented via improved communication amongst agencies and personnel involved. Quarterly reports being submitted by Association to Town regarding meals, programming data and other pertinent information. The Town also provides guidance in the areas of payroll, information technology and purchasing procedures. Library programs and services are available for seniors and include home delivery of materials and assistance within-home library technology. Meetings with the Senior Association Board are ongoing in working on implementing this coordinated approach.*
  
- C. Continue to maintain a strong partnership with the Jamestown Schools;*
  - a. The Town maintains a close working partnership with the District and individual School Administrations, in terms of municipal department interaction, coordinated budgeting approach including capital program and long-term debt requirements, pension matters, as well as statewide financial issues and concerns, etc.;*
  - b. The library participates and promotes in collaboration with the Jamestown Schools, a summer reading program; Afterschool activities: Book Groups, safe haven and meeting space, tutor space as well as class visits including library use instruction from professional librarians;*
  - c. Coordinated use and maintenance of indoor and outdoor facilities continues by the Recreation Department for community programming and the board of canvassers for various town election functions.*
  
- D. Review the need for additional community space, condition and quality of space, and long-term funding options for improvements;*
  - a. The Council may wish to consider the reformation of the Buildings and Facilities Committee to provide useful input into this analysis. Ongoing at this time is the work being performed at the Library through the efforts of the Board of Trustees who are looking into the redesign of the facility and improvements to the existing structure to meet the needs of the community; Initial review of restoration work needed at the Recreation Center facility is underway; and further review is being performed for the construction of a new Clubhouse at the Town Golf Course. Further study will continue through the winter of FY2015-2016, with a meeting with the architect having been planned in December 2015.*
  
- E. Complete the planning, design and refurbishment of PAC facility as a potential new recreation center, subject to voter approval;*
  - a. Property has been sold and project is no longer viable. Ongoing discussions continue in review of alternate Town facilities to consolidate services or to provide for expanded recreation space.*

- F. *Support the development of a Community Center, with the support and for the benefit of community organizations and residents;*
  - a. *Continue to evaluate the options available to diversify the use of the existing community center facility (Recreation Dept.). Also, consider possible enhancements and/or repurposing of areas in other public facilities, including the Library, EMS Barn, Schools and quasi-governmental buildings like the Grange, for such purposes. Research and communication on this item is ongoing and dependent on future public, private and grant funding to support any such initiative.*
- G. *Coordinate planning, design and capital campaign activities with the Town's Library Board of Trustees in guiding plans for future building improvements and the establishment of a Library endowment;*
  - a. *The Board of Trustees are moving forward in this area with planning and design work on a redesign of the facility and planning of a capital campaign and partnership with the Friends of the Library in terms of managing private donations raised during the campaign to support the building project and the establishment of an endowment to support future library needs. This initial meeting with the Friends is planned for September 2, 2015. The matter of expanding the Library endowment required further discussion in terms of the future use of this funding and coordination with long-term goals of the Town Council and community.*
- H. *Coordinate planning for the replacement of the Town's playground with proposed library improvements, safe routes to school and neighborhood;*
  - a. *The CIP for FY2015-2016 included the first allotment of funding for the refurbishment of the Town's playground. It is anticipated that this project will cost between \$150,000 - \$200,000 to complete. It is anticipated that the second allotment of funding in the amount of \$50,000 will be requested as part of the Town's FY2016-2017 CIP program. The remainder of funds needed will be included as part of a grant application with RIDEM in the coming year or when the next grant program is released to all municipalities.*
  - b. *As part of the playground enhancement, the Public Works Department is working on a redesign of Valley Street in order to provide for angle parking along the playground and the installation of a sidewalk to tie-in with the sidewalk to be installed along North Road.*
  - c. *The Town has authorized Crossman Engineering to proceed to 90% design on the Safe Routes to School program, specially addressing the parking, sidewalks and crosswalks along North Road adjacent to the Library and Playground. Upon completing the 90% design, the Town staff will meet with Federal and State Highway officials, including a representative from the Narragansett Tribe regarding the next step in the authorization process.*
  - d. *Informal discussions have occurred involving the Town, Library staff/Board of Trustees, select artists, the JAC and Worldway Social Marketing representatives, regarding an investigation into submitting a Planning grant with the National Endowment of the Arts(NEA). This grant that would be submitted in FY2016-2017 would involve the development of a Master Plan that would reflect the physical and programmatic integration of various public and private entities in the Village. This integration possibly culminating in the creation of a Cultural distinction that could be branded to attract and service residents and visitors. The next meeting has been planned with various partners to assess public sentiment to the concept of coordinated programming and marketing of arts/culture-based programming along with various municipal initiatives all that provide for ancillary benefits and support of the business community.*

- I. *Complete the 90% design phase and secure approval to initiate the implementation of the Safe Routes to School program;*
    - a. *The consultant (Crossman Engineering) is progressing with 90% design phase plans that will prompt the initiation of the implementation phase of the program; Town staff are in contact with Federal and State Highway representatives and will be meeting once this next phase is completed.*
  - J. *Complete components of bike path improvements and assess options for integration of pedestrian/bicycle paths and trails connecting key areas within the community;*
    - a. *Award for consultant services (PARE) made on August 3rd to complete the design work on bike path connector (bridge design) at North Pond, Highway division to begin planning for path base installation from North Road to Eldred Avenue, North Road path project scheduled for FY2019. Engineering work on bridge design has begun, with boring samples being taken on-site in October 2015.*
  - K. *Review the need for a new Golf Course Clubhouse project and related facility needs;*
    - a. *Project options under review, on hold during PAC discussion although planning will recommence in fall 2015. Overall need established during prior review of Building and Facilities Committee. Staff is preparing to re-engage the architect of record to finalize a draft plan for Town Council review in early 2016. The architect has been reengaged with a meeting planned in early December 2016. The goal of the administration is to have a viable plan presented to the Town Council in preparation for the 2016 FTM.*
  - L. *Acknowledge and support social and cultural organizations in the allocation of town spaces (meeting rooms) and services (security for events); and*
    - a. *This remains on ongoing discussion amongst community groups. Thoughts on this topic are being revised since the loss of the PAC opportunity. Social and cultural organizations remain interested in addressing this ongoing space issue and are seeking to creative options to do so. Town staff are working on research for future improvements to the Recreation Center space, repurposing opportunities of other Town/local facilities, and future opportunities to collaborate in the development of a solution to this challenge.*
  - M. *Complete Fort Getty Pavilion improvements.*
    - a. *Pavilion Improvements are approximately 60-75% complete as of summer 2015 with the anticipated completion date estimated in summer 2016. Additional improvements to include, stonework on the east and west needs of the structure, hardscape paver walkways, expanded shall surfaced walkways, and the installation of two portable restroom structures that will be connected to holding tanks. A fundraising component has surfaced with this project, with donors being sought to fund several of the final finishing elements of the project.*
6. *Promote a Sustainable Jamestown*
- A. *Adopt Sustainable Jamestown Plan that supports community goals;*
    - a. *Process scheduled to begin in fall 2015.*
  - B. *Support initiatives that encourage farming, sustainable agriculture, fishing and aquaculture;*
    - a. *Town staff working on elements pertaining to support for aquaculture and farming initiatives. In 2015 the Town has supported an expansion of oyster and seaweed farming in leases on the west side of the island.*

- C. *Ensure that future development and renovation in the village maintains small scale and “walkable” character, while supporting businesses and investment that will encourage residents’ and visitors use;*
  - a. *Town staff working on update.*
- D. *Promote the use of green technologies and energy conservation;*
  - a. *Town needs to hire a consultant to perform an energy evaluation and develop a comprehensive plan. RFP development will commence in FY2015-2016. Staff have already communicated with RISE regarding lighting audits in several of the Town buildings.*
    - 1. *Research grant opportunities to support town-wide energy conservation measures and energy-based facility improvements; and*
      - a. *The Town is taking on this initiative in terms of planned energy enhancements to all town facilities and town-wide street lighting replacement and these improvements are a major part of the work being performed as part of the library redesign efforts, in terms of energy efficient lighting, HVAC systems and water conservation.*
    - 2. *Take part in initiative to improve energy efficiency of Town street lights, while curbing light pollution and improving traffic safety.*
      - a. *Town staff are evaluating several options in this regard. Continued efforts by the Washington County Regional Planning Council with the PRISM program, along with National Grid programs and other sub-groups of Rhode Island Town’s will all provide the community with viable alternatives in the next year to consider moving forward with this effort.*

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

- A. *Develop, renovate or restore units of affordable housing by promoting affordable accessory apartments and existing opportunities to subdivide lots for affordable housing purposes;*
  - a. *Program remains active and ongoing.*
- B. *Develop new strategies to buy “development rights “ for existing homes, allowing current residents to age in place;*
  - a. *Affordable Housing Trust Fund implemented and presently active.*
- C. *Encourage the development of an Affordable Housing Trust that could include private donations;*
  - a. *Program approved, funded and implemented.*
- D. *Support the development of additional affordable housing units;*
  - a. *Review of new opportunities for affordable housing development remains ongoing. The Tax Assessor’s office will assist in the identification of potential affordable housing properties. Several properties in the Village are under review at this time as possible candidates. The former PAC property has moved through the initial review stages with a private developer proposing 16 units, including 4 affordable.*
    - 1. *Review strategies for creating or subsidizing work-force housing for Town employees;*
      - a. *Very little interest has been expressed in this area by town personnel, although further research is needed.*
    - 2. *Research additional funding sources to support housing initiatives;*
      - a. *Research is ongoing, future updates to be provided.*

3. *Complete Rules and Regulations for Affordable Housing Revolving Fund project eligibility;*
    - a. *Completed on 5/18/2015.*
  4. *Continue to provide stable and consistent annual grant funding for housing programs*
    - a. *In FY2015-2016 Town providing consistent \$75,000 in grant funds for affordable housing opportunities. \$400,000 Revolving fund local program also activated in FY2015-2016.*
- E. *Foster and expand partnership opportunities with Housing Agencies seeking to build-out projects;*
1. *Educate the community as to the importance of this initiative, the existing Affordable Housing Funding Programs and the efforts of the Affordable Housing Committee;*
    - a. *Education effort is ongoing.*

## **8. Senior Citizen Programming and Services**

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

## **Goal: Ensure Effective and Accountable Town Government**

### **1. Improve Access to Local Government**

- A. *Improve services provided by the Town's web site;*
1. *Enable on-line application process and payments;*
    - a. *The Finance Department is in the process of establishing an on-line payment system for water/sewer payments for credit card use through a third party vendor at no cost to the Town. This work will be completed in the fall 2015.*
    - b. *The Tax Assessors/Finance Department are collaboratively working on placing all motor vehicle and real property data on-line which will add great flexibility and search capability of the data by residents.*
    - c. *Research is being conducted into various accounting systems that would provide more direct access and transparency with Town revenues and expenditures.*



- B. *Encourage both internal and external public engagement and pursue cooperative relationships with various local, state and regional organizations;*
  - a. *Town staff are continuing to work on the development of public engagement opportunities with local, state and regional groups. An example of this includes, joint efforts to address the cost of street lighting, economic development efforts in Newport County, broader County and statewide efforts as organized through the RI League of Cities and Towns.*
- C. *Continue to foster volunteer initiatives and seek increased public participation; and*
  - a. *Various Town Departments have engaged the support of volunteers in the community and are working collaboratively on a number of local initiatives, including but not limited other broad structure of volunteer boards and Commission sin the community. Some of the more active groups today involve, the Friends of Jamestown ROW's, the Taylor Point Restoration Association, and the Friends of the Jamestown Philomenian Library.*
- D. *Maximize use of local media, internet, and Town's web site to improve public access to information.*
  - a. *The Department continues to be very active in maintaining current and useful information on the Town's website. Additionally, the department uses a very active Facebook account informing the residents of events, noteworthy achievements within the department and emergency conditions i.e. weather events.*

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

*Strive for financial stability and sustainability in the Town's Enterprise Fund programs;*

- a. *The Town is presently negotiating the three Town marina leases to achieve improved services and revenue generation allowing for increased investment through the Town Waterfront Fund in future waterfront projects.*
- b. *Town staff is developing a proposal involving a restructuring of the management and staffing of Fort Getty to address financial stability, asset maintenance and sustainability of the site.*
- B. *Continue to pursue cost recovery and revenue generating strategies in the Water & Sewer Division to provide for rate stabilization;*
  - a. *Town staff working on update.*
- C. *Maintain open communication with the School Committee/Administration to allow for coordinated approach in achieving transparent financial management practices;*
  - a. *Ongoing dialogue with the School District. A preliminary budget meeting has been planned with the Superintendent in anticipation of the joint meeting the Town Council and School Committee.*
- D. *Implement a Capital Budget year closeout process for projects to assess the need for project continuation;*
  - a. *Closeout of CIP projects is reviewed on an annual basis during the budget process and managed in the Finance Department.*
- E. *Ensure a clear process and stable funding source to support Town waterfront improvements;*
  - a. *Revisions to the Harbor Management Plan and Ordinance have provided for the Waterfront Reserve Fund in conjunction with annual harbor commission funding and periodic Town Capital Funding to provide the consistent availability of funding in this area.*

- F. *Streamline the local government process, by improving efficiency through prioritization of resource allocation, and continual review of unfunded mandates;*
  - a. *Internal and external assessment are being performed annually in reevaluation areas where improved efficiencies can be achieved. An example of this is a reduction in 20% of the Tax Assessor services in FY2015-2016 and a statewide effort being considered locally for the consolidation of dispatch services.*
  - b. *With the hiring of a new Building/Zoning Official the existing permitting systems in that office are under review for potential updating and online options.*
  - c. *The consolidation of the Fire Department into one facility and the centralization of dispatch services in the Police Department are steps recently taken to improve efficiency and streamline the government process.*
  - d. *A merger has been facilitated with NAGE 68 with the positions of the Harbor Clerk (union position 30 hr.) and Police Chief's Administrative assistant (non-union 30 hr.). This position will be located at the Police Station, thus consolidating the Harbor Division activities the Station and streamlining staffing to one full-time position (37.5 hrs.).*
  - e. *With the resignation of the GIS and Environmental Coordinator planned in late January 2016, an opportunity to seek a realignment of this position and its duties has become available. The administration is investigating several options for consideration in preparation of the FY 2016-2017 budget development.*
- G. *Continue to maintain a favorable bond rating; and*
  - a. *This effort is ongoing with a continual focus on prudent budgeting and fiscal responsibility. The towns Aa2 rating is very strong for a community of Jamestown's size, and may represent the highest rating we can achieve based on the limitations of the Towns commercial district.*
  - b. *In order to maintain fair, accurate and up-to-date property values, the Tax Assessment Department will conduct a scheduled 3 year Statistical Revaluation as of December 31, 2015.*
  - c. *With the RI State pension suit having been settled, further investigation is required by the Town and School to assess the need for a dedicated Trust Fund to address future OPEB liability. Revisions to the GASB regulations may in fact impact the Towns bond rating should funding not be dedicated for this purpose.*
- H. *Develop a consistent and equitable fee policy and rate structure for outside organizations when public safety details are required.*
  - a. *This effort is limited by the collective bargaining agreement language and will need to be addressed in future negotiations.*
  - b. *In discussion with the RI Interlocal Risk Management Trust representatives, the concept of using trained CSO officers or retired law enforcement officials to assist in filling open details is presently being evaluated.*

### **3. Maintain and Improve Town Infrastructure**

- A. *Continue to support the Towns Pavement Management Program;*
  - 1. *Complete the drainage and road reconstruction of North Main Road in accordance with the Towns Pavement Management Plan;*

- a. Drawings were completed in August 2015 for submission to RIDEM for review and approval, with the Phase I drainage permit having been secured. Materials will be advertised for bid and construction is anticipated to start in the fall of 2015 for the first phase of the project which includes drainage installation between Sloop Street and West Reach Drive. This work is expected to begin in the spring 2016.*
- B. Complete planning, design and construction of consolidated Fire/EMS station;*
  - a. Building Committee has scheduled TRC meeting on July 23, and Planning Commission meeting on August 5<sup>th</sup>, with public hearing and zoning board meetings to follow in September/October. Tentative schedule to advertise bids is December 2015 - January 2016, barring any delays. Estimated project completion period, fall/winter 2016.*
  - b. The Building and Zoning Department will be working with the Planning Office, TRC, Planning Commission and Zoning Board to ensure compliance of this project with the Building and Zoning Codes.*
- C. Complete the planning, design and refurbishment of PAC facility as a potential new recreation center, subject to voter approval;*
  - a. Property has been sold and project is no longer viable.*
- D. Review the need for additional community space, condition and quality of space, and long-term funding options for improvements;*
  - a. The review of community needs in this area is an ongoing process with additional discussions planned in fall/winter 2015. The library currently acts as a defacto secondary Community Center offering resident instructed classes, meeting space for non-profit Boards, community organizations and groups: Children’s programing, story hours, book discussion for adults and children, the Friends cultural and educational programing. Future needs in the area of a community wide center, inclusive of recreation programming and senior services will require further community discussion and research.*
- E. Coordinate planning, design and capital campaign activities with the Town’s Library Board in guiding plans for future building improvements and the establishment of a Library endowment;*
  - a. The Board of Trustees are moving forward in this area with planning and design work on a redesign of the facility and planning of a capital campaign and partnership with the Friends of the Library in terms of managing private donations raised during the campaign to support the building project and the establishment of an endowment to support future library needs.*
- F. Coordinate planning for the replacement of the Town’s playground with proposed library improvements, safe routes to school and neighborhood;*
  - a. The first allotment of funding (\$50,000) has been placed in reserve for the replacement and upgrading of the Towns playground. Informal discussions have begun involving representatives for the Library staff, Board of Trustees, Town Administration and JAC regarding the coordination of infrastructure improvements and programming. Additional public discussion and research is required.*
- G. Complete the 90% design phase and secure approval to initiate the implementation of the Safe Routes to School program;*
  - a. The consultant is progressing with 90% design phase plans that will prompt the initiation of the implementation phase of the program; Town staff are in contact with Federal and State Highway representatives and the plan is in draft form and beginning to take shape.*

- H. *Complete Fort Getty Pavilion improvements;*
  - a. *Landscape improvements are complete. Walkways, field stone seating areas, and chimney will be installed in the fall of 2015. Modular Bathrooms will be constructed during the off season by the highway department for use during the 2016 season.*
- I. *Complete components of bike path improvements and assess options for integration of pedestrian/bicycle paths and trails connecting key areas within the community;*
  - a. *This is an ongoing discussion, with existing projects including the safe routes to school program, North Pond connector and North Road path proposals. The design work on the North Pond connector is being presented for approval in August 2015 with work projected to begin in 2016, subject to funding availability. The North Road path is part of a 4-5 year program to reconstruct the final two phases of the North Road Drainage and repaving project. This work is also subject to available funding.*
- J. *Continue to study the need for a new Golf Course Clubhouse and equipment storage facility, design, funding, lease solicitation and program implementation schedule;*
  - a. *This project was placed on hold pending the outcome of the PAC referendum. Town staff are planning to reengage this process in fall 2015 along with considerations regarding an RFP for a new lease on the Town Golf Course for 2017. The next meeting with the architect is planned for December 2015.*
- K. *Perform evaluation of existing Town assets in assessing options for improvement, repurposing, or removal from Town asset list; and*
  - a. *The Department was actively seeking a \$200,000 grant through the FEMA Hazard Mitigation Grant Program which will be committed to the Bay View Drive revetment project. This project is currently funded through the Town Capital Projects. The Town unfortunately was not awarded this grant and planning is underway to begin this project in December 2015, with its completion expected before spring 2016.*
- L. *Refresh long-term plans for Fort Getty and Fort Wetherill in assessing future options for each property.*
  - a. *Rehabilitative work is continuing on the Fort Wetherill building, including the restoration of the exterior of the building, new windows and a new roof slated for Fall 2015. The lease renewal with the FWBOA has been finalized and approved by the Town Council and FWBOA for the period, October 1, 2015 – December 31, 2020. Additional assessment of both properties for long-term options will recommence in fall/winter 2015-2016.*

#### **4. Pursue Effective Local, State and Regional Partnerships**

- A. *Schedule routine public discussions with our local State Legislative team to educate them as to local concerns and areas of interest;*
  - a. *This matter will be brought to the Council for consideration in the winter 2015.*
- B. *Research regional and statewide programs for financial opportunity;*
  - a. *The library staff participates in continuing education through OLIS and is a member of the Ocean State library Consortia. The Town supports professional staff development on a state, regional and national level.*
- C. *Research grant opportunities to support town-wide energy conservation measures and facility improvements;*

1. *Take part in initiative to improve energy efficiency of Town street lights, curb light pollution and improve traffic safety.*
  - a. *Town staff are engaged with the RI League of Cities and Towns as well as other joint regional assessments as to the most efficient course of action and fiscally prudent choices to consider in this regard.*
- D. *Adopt Sustainable Jamestown Plan;*
  - a. *Town staff working on update.*
- E. *Continue to work with Newport County groups, Washington County Planning, Jamestown Chamber of Commerce and local organizations to develop data and strategies to encourage investment and business in village;*
  - a. *The Town is engaged with the regional organization representing Newport and Bristol County's to address this specific issue investment business and the health of our commercial districts.*
- F. *Support and work with community organizations in the development of trails, walks, habitat restoration and programs that support residents' awareness and knowledge of the natural environment.*
  - a. *Ongoing Projects include, the Taylors Point Initiative, Mackerel Cove Dune Restoration, the Creek Restoration program, Stom Drain Educational Program, Fort Getty Trails, active dialogue on access to North and South Pond property, and interaction with the State of Rhode regarding their local assets of Beavertail, Fort Wetherill and through CRMC and the permitting of aquaculture zones.*

## **Goal: Ensure Public Health and Safety**

### **1. *Maintain an Effective and Responsive Community Policing Program***

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

*and national topic. We expect the next meeting scheduled for early fall to include additional participants such as high school aged residents.*

- c. The Police Department is significantly involved with the Local Traffic Committee as it weighs a wide variety of traffic related concerns.*

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

- A. Provide improved town-wide emergency and alert communication through the use of the Code Red Notification System;*

- a. The Police Department continues to maintain and use the Code Red System to notify residents as necessary due to local event related emergencies. The Department was a key stakeholder working with Rhode Island Emergency Management in the development of a statewide emergency notification system. This led to RIEMA contracting with Code Red to provide a statewide system. When fully implemented, it will result in a greater data base available to Jamestown and a cost savings to the Town.*

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

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

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

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

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

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

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

- C. Achieve Police Department Accreditation;*

- a. The Police Department continues to work toward accreditation through the Rhode Island Accreditation Commission with a tentative review in the late fall of 2015. Lt. Deneault has*

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

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

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

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

**4. Support Water System Improvements**

- A. *Continue to evaluate and improve water system infrastructure;*
  - a. *Water Department and DPW are installing a new 12" water main in High Street. Anticipated completion Fall of 2015. Staff will determine the next phase for water distribution improvements for the 2016 construction season.*

- B. *Manage water supply to meet needs of all users; and*
  - a. *There are 3 existing sources of water supply - North Reservoir, Well JR-1, and South Reservoir (transfer to North Pond). Limitations continue to exist regarding the yield capacity of the water system and the demand to increase the size of the district and user base, beyond those properties already recognized in the buildout analysis.*
- C. *Continue to research rate stabilization options.*
  - a. *Driven by capital infrastructure investment of \$50,000 annually which is insufficient to meet the districts needs and general operating costs and conservation and annual usage, predicated on water restrictions limits the Towns ability to stabilize rates at this time. There remains significant needs in water infrastructure in the short term which includes the South Reservoir Dam reconstruction and Long Term capital requirements for a large investment in distribution piping estimated to be in the millions.*

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

## **5. Support Continued Wastewater System Improvements**

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

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

- A. *Complete the 90% design phase and secure approval to initiate the implementation of the Safe Routes to School program;*
  - a. *The consultant is progressing with 90% design phase plans that will prompt the initiation of the implementation phase of the program; Town staff are in contact with Federal and State Highway representatives and the plan is in draft form and beginning to take shape.*
- B. *Evaluate Village District pedestrian and bicycle safety features;*
  - a. *North Pond connector design funding approved in FY2016 capital program, with award of contract made in August 2015. Preliminary work on path base expected to begin in*



2016 by the Town's consultant PARE. Project development timeline is based on Town staff availability and funding.

- b. North Road reconstruction beginning in FY2016, with three year(three phase) road drainage and repaving program accompanied by a fourth phase that includes a bike path/trail connector from West Reach to North Pond to interconnect with the North Pond Connector that exits onto Eldred Avenue. Project completion anticipated in FY2019-2020, based on funding availability.
  - c. The traffic Committee has recently taken steps to improve pedestrian safety through interaction with the State Traffic Commission for improvements to the crosswalks located at Mackerel Cove and High Street/Spring Street along Southwest Avenue.
  - d. Traffic Commission is also evaluation the crosswalk placement on Conanicus Avenue adjacent to the Recreation Center and East Ferry.
  - e. The Town's proposed FY2017 – FY 2025 TIP recommendations for the Federal Transportation Improvement Program are due in early January 2016. Projects the Town will be considering in this round include, reconstruction of the approach and bridge at the Great Creek due to sea level rise, sidewalk enhancements, ferry landing improvements, bike path improvements, and road widening projects.
- C. Complete the drainage and road reconstruction of North Main Road in accordance with the Towns Pavement Management Plan; and
- a. This program is under way with Phase I- drainage funded in FY2015-16 with subsequent Phases of drainage and road reconstruction scheduled over the following three-year cycle. The project in its entirety including the pedestrian /bicycle path is estimated to be completed in FY 2018-2019, subject to available capital program funding.
- D. Improve restroom facilities at Mackerel Cove and Fort Getty.
- a. Funding for replacement restrooms at Mackerel Cove were approved as part of the FY2015-16 Capital Program. The portable structure is expected to be built during the winter months and be completed in time for the 2016 beach season.
  - b. Discussion regarding improved restrooms at Fort Getty is continuing with more formal discussions expected to occur as part of the 2015 season review discussion with the Parks and Recreation Department. The future of both the lower and upper structures remain in question, and the need to replace both facilities is a priority improvement needed in the park. The concept of a shared facility in the park accommodating public restroom/shower use, park storage and program space is also being researched.

## 7. Reduce Incidence of Tick Borne Disease

- A. Continue to pursue Lyme disease prevention strategies initiated by Tick Task Force and deer herd management under the process regulated by RIDEM.
  - a. In 2014, the Police Department was tasked with developing the rules and regulations governing the hunting to be allowed on four parcels of Town owned property. These rules and regulations were adopted by the Council. Immediately following, the Department was tasked with managing the use of said properties. It is anticipated that

*this program will continue into the next hunting season with the same responsibilities remaining with the Department.*

- b. The Town is scheduling a managed visit to Dutch Island with RIDEM officials to evaluate the restoration and safety work being performed by the Army Corps. Upon the completion of this work, it is anticipated that the Town will seek authorization from RIDEM to allow a controlled hunting program on the island. Town staff with RIDEM officials visited Dutch Island in November 2015 to assess this ongoing work and further discuss options for future public access. The approved budget for this program in FY2015-16 is \$15,000.*



# TOWN OF JAMESTOWN

## One Day Event/Entertainment Application

*Pacos Paid for by Bob Bailey 12/14/2015*

**\$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)

RECEIVED TOWN OF JAMESTOWN, R.I. 15 NOV 19 11 28 AM '15

Name of Event: (if applicable) JAMESTOWN 1ST DAY PLUNGE (PENGUIN PLUNGE)  
 Date of Event: JANUARY 1<sup>ST</sup>, 2016 Hours of Event: 10 AM - 1 pm  
 Location of Event: EAST FERRY BEACH/VETERANS Sq. Number of people attending: +750  
 Name of Applicant/ Business: JAMESTOWN 1ST DAY PLUNGE / TOWN OF JAMESTOWN  
 Mailing Address: 897 EAST SHORE RD Business Phone #: 401-413-6928  
JAMESTOWN RI 02835  
 Contact Person: BOB BAILEY Phone Number: 401-413-6928

List the type of entertainment being requested, if applicable (Band, DJ, etc.) MUSIC BY DJ, REC. DEPT PA(?)  
 Who will the event benefit? JAMESTOWN SENIOR CENTER / JAMESTOWN VFW  
 Type of Operation: (Private, State Sponsored, Non-Profit): NON-PROFIT / CO-SPONSORED BY TOWN  
 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 FOOD TRUCK  
 (\$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? T-shirts, HATS, etc Pacos Tacos

Will food be sold at the location? If yes, you must contact the R.I. Department of Health FOOD TRUCK license to follow 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. Cones, BARRELS, Pedestrian fencing (Pillows)

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 TOWN INSURANCE

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


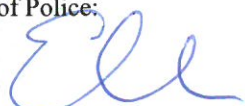

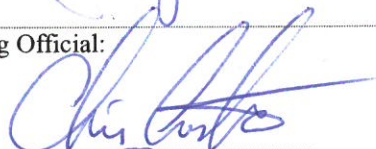

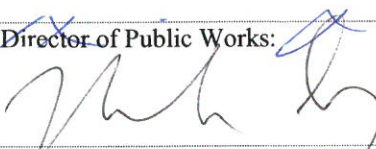
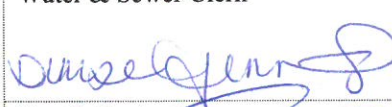
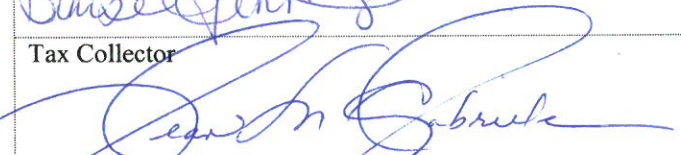
Signature of Applicant: P. L. M. Bailey

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: 	12/1/15	
Chief of Police: 	11-30-15	Police Detachments rec'd
Fire Chief: 	11.23.15	
Zoning Official: 	12-1-15	
Director of Parks & Recreation: 	12/1/15	
Director of Public Works: 	12-1-15	
Water & Sewer Clerk: 	12/1/15	
Tax Collector: 	12/1/15	

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.***

Approved: 11/4/15

Charter Review Committee  
Town of Jamestown, Rhode Island  
Minutes of the October 28, 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 3:35 PM.

**I. ROLL CALL**

The Chairman called the roll and noted the following members were present (3:36 PM):

Arlene D. Petit, Chairman  
James Rugh, Co-Chairman  
John Pagano  
Mary Lou Sanborn  
Edward Gromada, Secretary

Mary E. Meagher (Ex Officio Member)

Antony Antine and Blake Dickinson were absent.

**II. MINUTES**

Mary Lou Sanborn suggested a wording change to the minutes of October 14, 2015. In paragraph A, sub-para b. Section 301, add the word "such" between the words "standard" and "as those in..." A correction was made to the Minutes.

A motion was made by Jim Rugh and seconded by John Pagano to accept the minutes from the meeting of October 14, 2015. Ed Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. Time of motion 3:39 PM.

**III. OLD BUSINESS**

- A) The following Sections were reviewed by the Committee:
- a. Section 401. Discussion of this Section was tabled until the November 4, 2015 meeting.
  - b. Section 405. A motion was made by Jim Rugh and seconded by Mary Lou Sanborn to remove the words "There shall be no more than two board members belonging to the same political party noninclusive of the alternate member." Ed Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. Time of motion 4:10 PM.
  - c. Section 411, 415 and 416 had no revisions necessary
  - d. Section 417. The Committee had a reservation with the use of the word "organized" in reference to the description of a candidate's prior police department. The term was passed to the Town Solicitor for review.

A motion was made by Mary Lou Sanborn and seconded by John Pagano to change the wording change to the second sentence to read: "The chief of police shall be nominated by the town administrator as outlined by generally accepted professional standards such as those in the International City/County Management Association and appointed with the approval of the town council." Ed Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. Time of motion 4:25 PM.

- e. Section 418. Mary Lou Sanborn made a motion, and John Pagano seconded the motion to change the following: "Fire and Emergency Medical Services." There shall be a Jamestown volunteer fire department and emergency medical services the organization of which shall be consistent with its current operating Charter of incorporation and the fire department ordinance established by the town council. "Budget. The fire and emergency medical services department shall submit budget estimates in the same manner as other departments. The fire department shall operate under the same budget constraints as every other department. Ed Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. Time of motion 4:28 PM. Jim Rugh made a motion, and John Pagano seconded the motion to change the wording in sub-para (2) to read "*Annual report.*" The department shall make a written annual report to the town council of the condition of all fire stations, apparatus, fire alarm systems and of all matters and property relating thereto and such other matters as the town council may request. Ed Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. Time of motion 4:30 PM.
- f. Section 419. A motion was made by Ed Gromada and seconded by Mary Lou Sanborn to change the wording change to the second sentence to read: The finance director shall be nominated by the town administrator as outlined by generally accepted professional standards such as those in the International City/County Management Association and appointed with the approval of the town council." Ed

Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. Time of motion 4:32 PM.

- g. Section 421. A motion was made by Mary Lou Sanborn and seconded by Jim Rugh to change the wording change to the second sentence to read: "There shall be a town planner nominated by the town administrator with training and experience as outlined by generally accepted professional standards such as those in the International City/County Management Association and appointed with the approval of the town council." Ed Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. Time of motion 4:34 PM.
- h. Section 422. The Committee noted some confusion in the description of the Library trustees as to the wording of Section 422 and the Editor's note regarding a wording change associated with a ballot question of November 3, 2009. Mary Meagher will investigate the Editor's note as it relates to Section 422 and report back to the Committee on November 4, 2015.
- i. Section 423. Had no revisions necessary.

Section III, Old Business concluded at 4:40 PM.

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

- A. For the next meeting, the Committee will consider:
  - a. Reviewing Article V, Sections 501-509
  - b. Reviewing Article VI, Sections 601 and 602
- B. The Committee reviewed the letter forwarded to it by Sav Rebecchi and determined that:
  - a. Council members acting as a Body. The Committee felt that the actions of elected officials was not under the preview of this Committee.
  - b. Conflict of Interest "penalties" for Committee Members. The Committee members that felt R.I. Gen. Law 36-14-2 more than adequately covers all circumstances associated with ethical behavior.

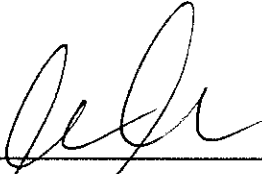
However, the Committee felt that, in deference to Mr. Rebecchi's concern, his letter would be forwarded to the Town Administrator for further clarification.

- C. The dates of the next four (4) meetings have been changed to adjust for holiday activities. The new dates are:
  - a. Wednesday, November 4, 2015
  - b. Wednesday, November 18, 2015
  - c. Wednesday, December 2, 2015
  - d. Wednesday, December 16, 2015
- D. The Committee decided to adjust the start times of all future meeting to 4:30 PM.

Section IV, New Business concluded at 4:51 PM.

**V. ADJOURNMENT**

A motion was made by Jim Rugh, and seconded by Mary Lou Sanborn to adjourn the meeting. Edward Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. The meeting adjourned at 4:54 PM.



---

Secretary



**TOWN COUNCIL MEETING**  
**November 9, 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  
Wyatt A. Brochu, Town Solicitor  
Christina D. Collins, Finance Director  
Edward A. Mello, Police Chief  
Michael C. Gray, Public Works Director  
Donna Fogarty, Library Director  
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 6:15 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) 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; continued from Town Council Meeting of November 2, 2015

**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 6:16 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

**RENEWALS:** Approval of Licenses by Class, continued

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

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

There were no Town Council or Public comments.

- 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.

**A motion was made by Vice President Meagher with second by Councilor White to approve the Class A Liquor License renewal for Varsha, Inc. 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)

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 Councilor Dickinson with second by Vice President Meagher 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.**

**A motion was made by Vice President Meagher with second by Councilor White to close the public hearing and adjourn as the Alcoholic Beverage Licensing Board at 6:19 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

#### **V. OPEN FORUM**

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

- A) Scheduled to address. None.
- B) Non-scheduled to address. None.

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

None.

#### **VII. UNFINISHED BUSINESS**

None.

#### **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 Award Funding)

**A motion was made by Vice President Meagher with second by Councilor White to approve the award of bid to SoundFX for an amount not to exceed \$24,855 as bid as recommended by Library Director Donna Fogarty. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

- B) Jamestown Parks and Recreation Director; discussion and/or potential action and/or vote

Town Administrator Nota referenced his memoranda outlining the search process with recommendation for the new Director. There were 20 applicants and six outstanding candidates were interviewed. All applicants were informed of the appointment. The professional qualifications and experiences of Andrew Wade, the Search Committee's unanimous candidate, were noted. Mr. Wade came highly recommended, has extensive experience, is committed to taking the position (with affirmation of the Town Council), and will be a great addition to the Jamestown team. He is expected to start in the middle

of December. Mr. Nota stated Andrew Wade is his recommendation for Council consideration. Discussion continued.

**A motion was made by Vice President Meagher with second by Councilor White to approve the recommendation of Andrew Wade for Parks and Recreation Director. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

President Trocki extends the Council's welcome to Mr. Wade and we look forward to working with him.

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

None.

#### **X. CONSENT AGENDA**

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

President Trocki noted that all license renewal applications have received required clearances.

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

The Consent Agenda approved consists of the following:

- A) 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)
  - 2) Jamestown Charter Review Committee (10/14/2015)
  - 3) 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 – Abatements to 2015 Tax Roll
    - Property/Abatement Amount**
    - a) Plat 5 Lot 457 \$273.94
  - 2) Motor Vehicles – Abatements to 2013 Tax Roll
    - Account/Abatement Amount**
    - a) #08-0003-75M \$ 65.87
  - 3) Motor Vehicles – Abatements to 2014 Tax Roll

- |    |  |  |
|----|--|--|
|    |  | <u><b>Account/Abatement Amount</b></u> |
|    | a)   | #08-0003-75M      \$144.27             |
| 4) | Motor Vehicles – Abatements to 2015 Tax Roll |  |
|    |  | <u><b>Account/Abatement Amount</b></u> |
|    | a)   | #08-0003-75      \$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:
- 1) Ace’s Pizza, Inc. dba: **Ace’s Pizza**
  - 2) BADA Bing, Inc. dba: **Freddie Bing’s Hot Dog Thing** (Mobile Unit)
  - 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 RI CITIES AND TOWNS**

None.

**XII. ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS**

None.

**XIII. EXECUTIVE SESSION**

None.

#### **XIV. ADJOURNMENT**

**A motion was made by Vice President Meagher with second by Councilor White 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 6:29 p.m.

Attest:

---

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:     Town Council  
                  Town Administrator  
                  Finance Director  
                  Solicitor

# TAXPAYERS ASSOCIATION OF JAMESTOWN

[02835.taj@gmail.com](mailto:02835.taj@gmail.com)

December 3, 2015

Dear Madam President and Council Members:

The Taxpayers Association of Jamestown (TAJ) respectfully requests the Council to address an important issue prior to issuing an RFP for expansion of the Fire Department building.

Jamestown voters have approved a capital expenditure not to exceed \$2.2 million for the Fire Department expansion and the Town is currently preparing to issue a RFP. A critical question that has been revisited often is whether this project can actually be completed within the \$2.2 million cap. If it cannot, TAJ is of the view that it would not be responsible to begin construction, knowing that the Town will need additional voter approval to complete the project. In this regard, we note that many town building projects have gone over budget, the police station being a recent example.

We would have very serious concerns if this project were undertaken with little or no contingency funds for managing risks. The 5% contingency amount that the Town Administrator mentioned at the Fire Department Planning Committee meeting suggests that the construction company who would win this bid could submit a bid of \$2,090,000, leaving \$190,000 for contingency. However, we believe a municipal project of this type that must be Americans with Disabilities Act (ADA) compliant and is changing more than 50% of its value typically would have a 25% contingency reserve. Therefore, we are concerned that in approving a not-to-exceed value, the Town have in hand all of the project considerations necessary to make the proper judgement.

In light of the foregoing, we respectfully request that the Town of Jamestown clarify all cost issues prior to posting a bid on the purchase clearinghouse. Specifically, we seek assurances that the Town will not move forward with an RFP until it is clear that the project can be completed within the \$2.2 million cap approved by the taxpayers. This will ensure that the project does not begin if the not-to-exceed amount of \$2.2 million is insufficient, and will provide voters an opportunity to potentially approve additional funds prior to construction, rather than having disruptions in seeking additional funding for cost overages.

If such assurances can be given and an RFP is posted, we respectfully request a copy of the RFP on the day of posting. It is our expectation that the Town of Jamestown will address contingency issues in the RFP, and that no bid will be approved unless it falls within the non-contingency amount.

We thank you for your attention to this matter which is of utmost importance to Jamestown taxpayers and anxiously await your response. Please address any questions you may have to the undersigned at [02835.taj@gmail.com](mailto:02835.taj@gmail.com) and a response will be promptly provided.

Sincerely,

Taxpayers Association of Jamestown  
Mary Lou Sanborn ..... Chair  
Ann Gagnon ..... Vice-Chair  
Dante Tita ..... Treasurer  
Rosemary Forbes-Woodside ... Secretary

cc: Andy Nota, Town Administrator  
Jamestown Press

November 27, 2015

Cheryl Fernstrom  
Town Clerk  
93 Narragansett Avenue  
Jamestown RI, 02835

RE: TREE WARDEN REAPPOINTMENT

Dear Cheryl,

At this time I would like to respectfully request to be reappointed as Tree Warden for the Town of Jamestown, Rhode Island. I have enjoyed my tenure in the position and look forward to having the opportunity to continue. As Tree Warden, and with assistance from the Tree Preservation and Protection Committee we have consistently identified and completed important projects that have benefited the Town of Jamestown and its residents. We have also been successful in receiving yearly grant assistance that have funded all of our identified projects to date and continue to be recognized as a Tree City USA Community.

Noteworthy projects to date:

- 1) The planning and implementation of a comprehensive Town Tree Inventory
- 2) The designing and replanting of cleared areas at the Town Barn/Salt Shed and Town Transfer Station.
- 3) The planning, design, and implementation of a sustainable Town Tree Nursery that included a solar powered irrigation system, deer fencing, storage shed, and miscellaneous tools and supplies.



Upcoming identified projects include continued Town-wide tree planting projects, comprehensive Town-wide tree management/maintenance programs, and assisting with the development and restoration of areas at Taylor Point. Potential future grant requests and assistance will be specific to these projects.

In closing, I would welcome the opportunity to be re-appointed as Jamestown's Tree Warden and to continue to meet the Town of Jamestown and its resident's high expectations.

Sincerely,

Steven Saracino  
Tree Warden  
Jamestown, RI 02835



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

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

## **AGENDA**

**Semi-Monthly Meeting – Full Council**  
**Tuesday, December 8, 2015; 6:00 p.m.**  
**Administration Building, Conference Room A**  
**One Capitol Hill, Providence, RI**

**Approval of the minutes of the previous meeting – November 24, 2015**

**Subcommittee Reports**

**Staff Reports – Matunuck Update**

**Application which is requesting Modification to CRMC Assent, has been Out-To-Notice, and is before the Full Council for Decision:**

**1994-10-032 J. ANDREW CRAIG** – Modification – Revise the existing authorized Marina Perimeter Limit. Located at plat 3, lot 279; 110 Rocky Hollow Road, East Greenwich, RI.

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

**2015-05-016 TOURISTER MILL LLC** – Convert the existing dormant industrial mill complex into a mixed-use development with residential and commercial uses that will include the renovation of existing buildings, building demolition, new building construction, new drainage and utility construction, new sidewalks, seawall repairs and reconstruction, new pavement and new landscaping. The proposed mixed-use residential development will include 290 new residential apartment units and approximately 93,839 square feet of new commercial space. Located at plat 1, lot 4; plat 2, lots 1, 2, 19; 91 Main Street, Warren, RI.

/lat

Approved: 11/18/2015

Charter Review Committee  
Town of Jamestown, Rhode Island

Minutes of the November 4, 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 4:30 PM.

**I. ROLL CALL**

The Chairman called the roll and noted the following members were present (4:31 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**

Mary Lou Sanborn suggested changes to the Minutes especially in Section 418. She indicated adding the words "emergency medical services" to the first paragraph. In sub -para 2, she indicated the elimination of the word "fire" next to the word "apparatus." She also mentioned that Section 423 had no revisions necessary. All these changes were incorporated into the minutes.

A motion was made by Jim Rugh and seconded by John Pagano to accept the minutes from the meeting of October 28, 2015. Tony Antine, Blake Dickinson, Ed Gromada, John Pagano, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. Time of motion 4:35 PM.

**III. OLD BUSINESS**

- A) The following Sections were reviewed by the Committee:
- a. Section 401: sent to the solicitor for review
  - b. Section 405: was changed by a vote on October 28, 2015
  - c. Section 406: was changed by a vote on October 14, 2015, however a second change was proposed on November 4, 2015
  - d. Section 422: will be reviewed at the November 18, 2015 meeting

Section III, Old Business concluded at 4:39 PM.

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

- A) The following Sections were reviewed by the Committee:
- a. Section 502. Had no revisions necessary
  - b. Section 503. Jim Rugh proposed a wording change as follows: "Any vacancy in the membership of the school committee shall be filled by the town council by the next highest vote getter from the most recent election and so on until someone fills the vacancy until the next regular town election, when the office shall be filled for the unexpired term thereof. 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." Jim made a motion to accept the changes and Mary Lou Sanborn seconded the motion. Antony Antine, Blake Dickinson, Ed Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. Time of the moron was 4:45 PM.
  - c. Section 505. Had no revisions necessary
- Ed Gromada left the meeting at 4:50 PM.
- d. Section 506. The wording of this section as regards to the "recommendation of the superintendent" is in disagreement/conflict with Section 507 – Appointments and Removals. Mary Lou Sanborn will review the Jamestown School Committee policies for wording. This section will be included as part of the November 18<sup>th</sup> agenda.
  - e. Section 507. The wording of this section as regards to the "recommendation of the superintendent" is in disagreement with Section 506 – Powers and Duties. Mary Lou Sanborn will review the Jamestown School Committee policies for wording. This section will be included as part of the November 18<sup>th</sup> agenda.
  - f. Section 508. Discussion took place regarding the reserve funds the school committee retain at the end of the fiscal year. The school committee has been retaining end of year funds in an undesignated fund balance that has grown significantly over the years. Can this amount be capped? Blake Dickinson will speak with the Town Solicitor regarding this issue. This section will be included as part of the November 18<sup>th</sup> agenda.
  - g. Section 509. Discussion took place regarding the proper wording of this section because the school committee is first responsible for the care and maintenance of

the school buildings but can solicit help from the Department of Public Works. Jim Rugh will speak with Andy Nota regarding the correct wording for this section.

- h. Section 601. This section is governed by the Rhode Island General Laws. The current Jamestown charter indicates this section was written in 1956. Mary Lou Sanborn will review the Rhode Island General Law to determine if the wording is still current.
- i. Sections 602. This section is governed by the Rhode Island General Laws. The current Jamestown charter indicates this section was written in 1956. Mary Lou Sanborn will review the Rhode Island General Law to determine if the wording is still current.

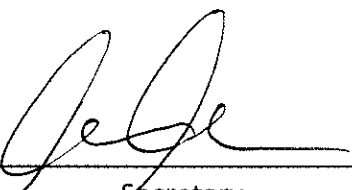
B) For the next meeting, the Committee will consider:

- a. Reviewing Article VII, VIII and X.

Section IV, New Business concluded at 5:32PM.

## V. ADJOURNMENT

A motion was made by Jim Rugh, and seconded by Blake Dickinson to adjourn the meeting. Anthony Antine, Blake Dickinson, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. The meeting adjourned at 5:38 PM.



---

Secretary



# 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 NOV 16 PM 4:24

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 Half Rhode Race  
 Date of Event: 2nd/24 October 15, 2010 Hours of Event: 7:30am - 11:00am  
 Location of Event: see attached map Number of people attending: 1,000  
 Name of Applicant/ Business: Rhode Races & Events, Inc  
 Mailing Address: 19 Weaver Avenue #4 Newport, RI 02840 Business Phone #: 401-427-7764  
 Contact Person: Karen Zyons Phone Number: 401-427-7764

List the type of entertainment being requested, if applicable (Band, DJ, etc.) DJ  
 Who will the event benefit? Various local charities & High School Booster Clubs  
 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 #: 47-5412470 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? Nothing planned

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 will forward shortly

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

Signature of Applicant: [Signature]

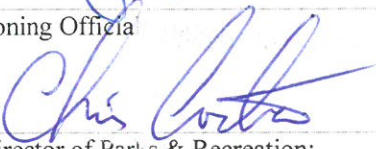
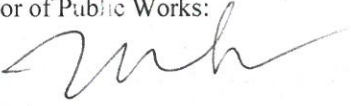
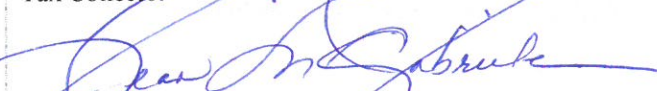
Please attend the Town Council meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ for Council review.



**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: 	12/1/15	
Chief of Police: 	11/17/15	police details req'd DOT permit req'd
Fire Chief: 	12.1.15	
Fire Marshal: 	12.1.15	
Zoning Official: 	12-1-15	
Director of Parks & Recreation: -	-	
Director of Public Works: 	12-1-15	
Water & Sewer Clerk: 	12/1/15	
Tax Collector: 	12/1/15	

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.***

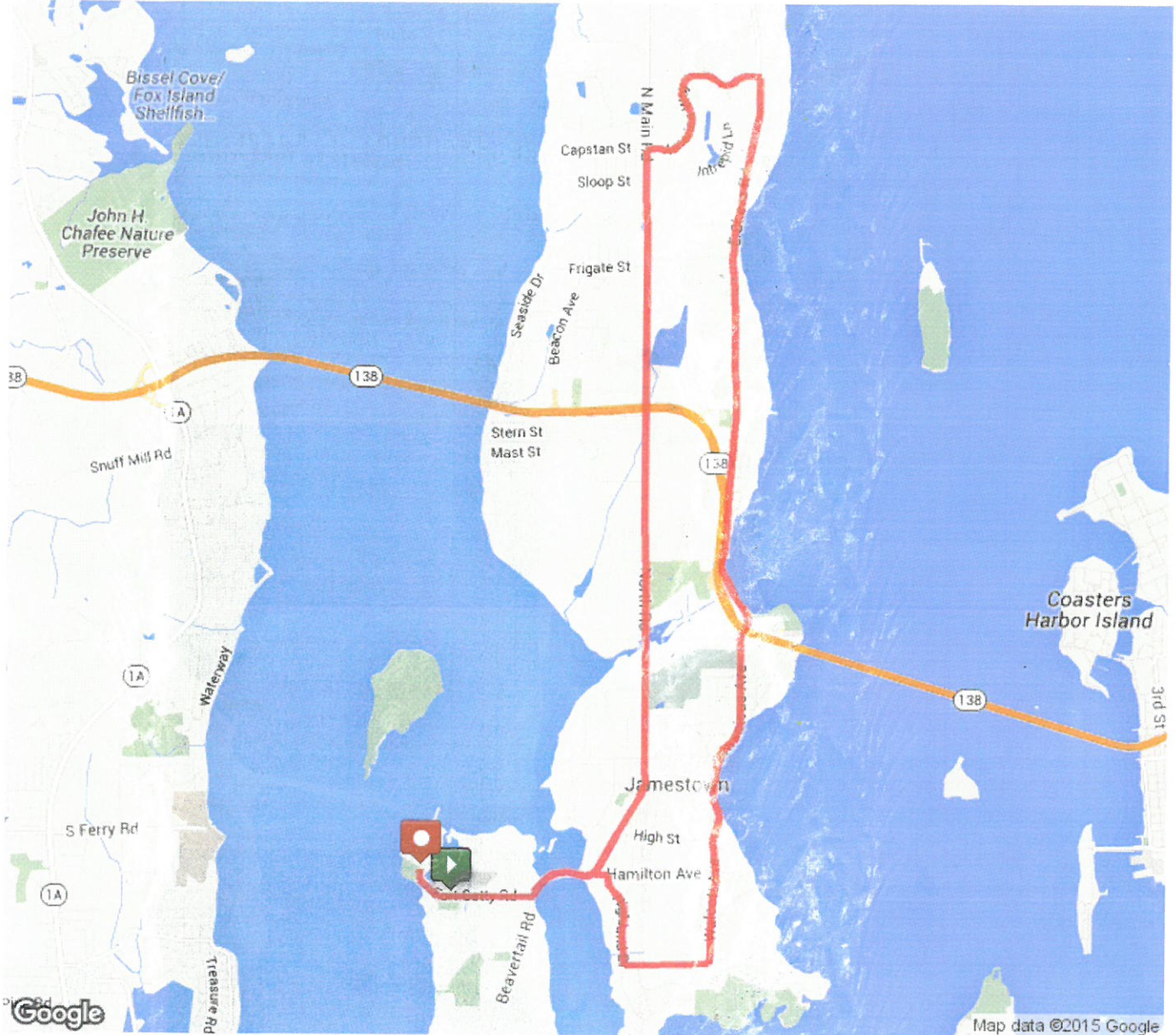




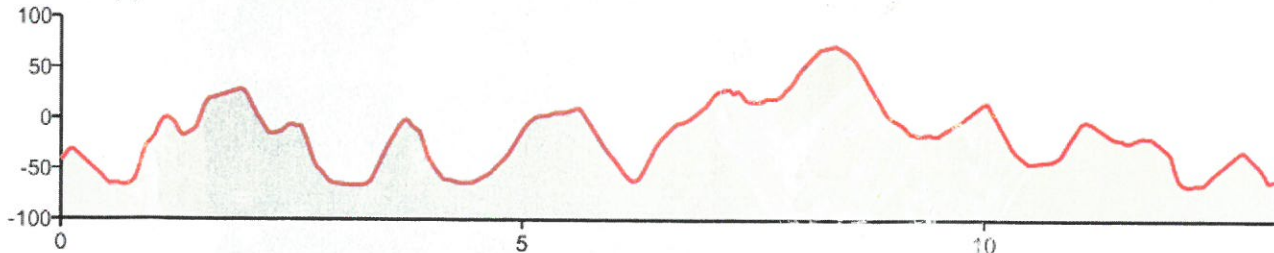


2016 Jamestown - Final  
 Distance: 13.16 mi  
 Elevation: 513.32 ft (Max: 72.47 ft)

mapmyrun

























ELEVATION (ft)


























Miles

Copyright (c) 2015 MapMyFitness Inc.



 Head east on Fort Getty Rd toward Beavertail Rd	0 mi (+0.46 mi)
 Turn left onto Beavertail Rd Destination will be on the left	0.46 mi (+0.01 mi)
 Head north on Beavertail Rd Destination will be on the right	0.47 mi (+0.34 mi)
 Head east on Beavertail Rd toward Hamilton Ave	0.81 mi (+0.05 mi)
 Turn right onto Hamilton Ave	0.86 mi (+0.08 mi)
 Turn right onto Highland Dr Destination will be on the left	0.94 mi (+0.1 mi)
 Head southeast on Highland Dr toward Juniper Cir	1.05 mi (+0.42 mi)
 Turn left onto Blueberry Ln/Ocean St	1.47 mi (+0.11 mi)
 Head east on Blueberry Ln/Ocean St toward Highland Dr Continue to follow Blueberry Ln	1.59 mi (+0.35 mi)
 Turn left onto Walcott Ave Destination will be on the left	1.94 mi (+0.07 mi)
 Head north on Walcott Ave toward Stanton Rd Destination will be on the right	2.01 mi (+0.51 mi)
 Head north on Walcott Ave toward Hamilton Ave	2.52 mi (+0.09 mi)
 Continue onto Conanicus Ave	2.61 mi (+0.19 mi)
 Head northwest on Conanicus Ave toward Lincoln St Destination will be on the left	2.8 mi (+0.36 mi)
 Head northeast on Conanicus Ave toward Park Ave	3.15 mi (+0.21 mi)
 Head north on Conanicus Ave toward Davis St	3.37 mi (+0.38 mi)
 Slight right to stay on Conanicus Ave	3.75 mi (+0.02 mi)
 Slight right	3.76 mi (+0.03 mi)
 Head north	3.79 mi (+0.02 mi)
 Continue onto E Shore Rd Destination will be on the right	3.81 mi (+0.14 mi)
 Head northwest on E Shore Rd Destination will be on the right	3.95 mi (+0.51 mi)
 Head north on E Shore Rd toward Seaview Ave Destination will be on the right	4.46 mi (+0.51 mi)



	Head north on E Shore Rd toward Hull Ct Destination will be on the right	4.97 mi (+0.53 mi)
	Head north on E Shore Rd toward Reservoir Cir Destination will be on the right	5.5 mi (+0.5 mi)
	Head north on E Shore Rd toward Wright Ln Destination will be on the left	6 mi (+0.49 mi)
	Head north on E Shore Rd toward Bridgeview Dr	6.48 mi (+0.45 mi)
	Turn left onto America Way	6.94 mi (+0.06 mi)
	Head west on America Way toward Columbia Ln	7 mi (+0.21 mi)
	Head northwest on America Way toward Courageous Ct Destination will be on the right	7.21 mi (+0.62 mi)
	Head west on America Way toward N Main Rd	7.83 mi (+0.14 mi)
	Turn left onto N Main Rd Destination will be on the right	7.97 mi (+0.03 mi)
	Head south on N Main Rd toward Sloop St Destination will be on the left	8 mi (+0.52 mi)
	Head south on N Main Rd toward Carr Ln Destination will be on the left	8.52 mi (+0.69 mi)
	Head south on N Main Rd toward Cedar Ln	9.21 mi (+0.12 mi)
	Slight left to stay on N Main Rd	9.32 mi (+0.1 mi)
	Continue onto North Rd Destination will be on the right	9.42 mi (+1.05 mi)
	Head south on North Rd toward Westwind Dr	10.47 mi (+1 mi)
	Continue onto Southwest Ave Destination will be on the right	11.47 mi (+0.33 mi)
	Head southwest on Southwest Ave toward Hamilton Ave	11.81 mi (+0.23 mi)
	Continue onto Beavertail Rd Destination will be on the right	12.03 mi (+0.24 mi)
	Head southwest on Beavertail Rd toward Fort Getty Rd	12.28 mi (+0.16 mi)
	Turn right onto Fort Getty Rd	12.44 mi (+0.36 mi)
	Head west on Fort Getty Rd	12.8 mi (+0.3 mi)
	Head northwest on Fort Getty Rd	13.09 mi (+0.07 mi)
	Destination	13.16 mi (+0 mi)





# JAMESTOWN POLICE DEPARTMENT

250 Conanicus Avenue, Jamestown, RI 02835

Tel: (401) 423-1212 Fax: (401) 423-3710

www.jamestownri.net/police

Edward A. Mello  
Chief of Police

## REQUEST FOR DETAIL OFFICER(S)

In making this request for a special detail officer, the undersigned person, company or organization will reimburse the Town of Jamestown for the costs of wages, benefits and an administrative cost of ten (10%) percent, incurred.

Location of Detail: TBD

How Many Officers: TBD max 15

Date(s): Start Wed, October 15, 2015

Start Time: 7:00 am Ending Time: 11:00 am

Individual making the request for a special detail officer:

Name: Karen Zyans

Organization: Rhode Races & Events, Inc.

Address: 19 Weaver Avenue #4, Newport, RI 02840

Phone #: 401-427-7764

Signature of person making request: [Signature] Signature

Individual to whom bi-weekly statements should be submitted (if other than above):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

RETURN TO: Jamestown Police Department, 250 Conanicus Avenue, Jamestown RI 02835

Statements will be mailed bi-weekly. All payments must be made payable to the Town of Jamestown, 250 Conanicus Avenue, Jamestown, RI 02835 within 30-days of receipt of statement. There is a service charge of 1.5% per month on all overdue accounts. Please be sure that you have received a copy of the outline of hourly rate of pay.

JPD USE ONLY

Received by: \_\_\_\_\_ Date/Time: \_\_\_\_\_





**TOWN COUNCIL  
PARKS AND RECREATION DEPARTMENT WORK SESSION  
November 9, 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  
Wyatt A. Brochu, Town Solicitor  
Christina D. Collins, Finance Director  
Michael C. Gray, Public Works Director  
Edward A. Mello, Police Chief  
Cheryl A. Fernstrom, Town Clerk

**II. CALL TO ORDER**

The Town Council Parks and Recreation Department Work Session was called to order at 6:33 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, Jamestown by Town Administrator Andrew E. Nota.

**III. TOWN COUNCIL PARKS AND RECREATION  
DEPARTMENT WORK SESSION**

- A) Parks and Recreation Department: review and discussion.
- B) Fort Getty: review and discussion
  - 1) Communication
    - a) Janis and Alan Loiseau re: Fort Getty Campground experience
- C) Parks and Recreation Director
- D) Story Circle: update.

Town Administrator Nota gave a Parks and Recreation Department PowerPoint presentation covering the ongoing dialogue regarding the Collins Center recommendations with a consolidated version of the extensive review and report that began two years ago. This evening's presentation covers departmental strengths and areas of improvement and should conclude the Collins Center report discussion. The documents covered will be posted on the Town website tomorrow morning. Discussion continued.

Town Administrator Nota recognized Parks and Recreation Department employees in attendance: Program Supervisor Jill Goldstein, Teen Center Coordinator Molly Conlon, Maintenance Supervisor Ron Parfitt and Assistant Greg Pimentel.

Mr. Nota stated the department needs a more formalized management structure and development of a strategic plan to guide it into the future. The information gathered through the Collins Center report and the ongoing discussion will assist new Parks and Recreation Director Andrew Wade in achieving the recommended improvements.

The presentation covered the five categories outlined by the Collins Center Study - Use of Information Systems and Technology, Management and Planning Efforts, Programmatic Services, Facilities, and Staffing and Organization - as follows:

- Background Materials – 2014 Department-wide assessment and inventory of Facilities and Programs developed by the Edward J. Collins Center
  - Organizational Assessment
  - Community Survey
- Audit Scope and Objectives – Comprehensive Organization and management analysis
  - Existing operations and service levels
  - Infrastructure & staffing levels
  - Public input sessions
- Overview of Department Strengths
  - Strong sense of involvement by residents
  - Staff engagement; accommodation of community needs
  - Popular annual events; solicited local sponsorships
- Improvement Opportunities/Recommendations
  - Implement formalized management & planning techniques
  - Develop Strategic Plan
- Categorical Breakdown of Critical Areas
- Use of Informational Systems and Technology to improve services to participants
  - Enhance MIS capabilities
  - Enhance functionality of website
- Management and Planning Efforts needed
  - Department Asset Management plan, performance measures, guiding structure, and reporting systems are lacking
  - Should develop performance measures
  - Should develop a Strategic Plan
  - Should update job descriptions and conduct periodic compliance checks for cash handling policies
    - Some areas improved noted
- Program Services – deficiencies and needed improvements/recommendations
  - Programs change little; department lacks vision for delivery of recreational services; present structure alienates users left out of existing programs

- Department should be more visionary
- Teen Center program should be evaluated regularly to maintain participation levels
- Improve communication re: program offerings
- Establish “Town Program” policy
- Establish fair & consistent payment structure
- Facilities – current and future needs/programs
  - Insufficient indoor space
  - Improve bicycle facilities
  - Consider building swimming pool
- Staffing and Organization – Recreational/Special Events Services and Parks/Maintenance Services
  - Recommendation to integrate Parks Division with Public Works – should be reviewed by new Director
  - Integrate senior services into Town’s program
- Overview of Collins Center Assessment
- Overview of Parks and Recreation Department today, moving forward, and initiatives – with reevaluation by new Parks & Recreation Director

Christine Ariel of Steamboat Street would like to see continued public input, including a continued community voice in the form of a Recreation Council or Advisory Board, to work with the new Recreation Director and Town Administrator for a continual interchange as part of the department reorganization. The upcoming Chorus concert and available facilities were noted. Ms. Ariel also commented on Mackerel Cove Beach and the continued increase in floatation devices, to the detriment of swimmers, which needs to be controlled.

Carol Nelson-Lee of Buoy Street echoed Ms. Ariel’s comments and encouraged the Town to meet the recreational needs of individuals, including expanded bike paths, fishing opportunities, dog-walking areas, dog-free walking areas, and more opportunities for use and storage of floatation devices.

Mr. Nota stated these ideas will be reviewed further when the new Recreation Director is on board. The department is already looking at these areas with better coordination and provisions for needed and desired recreational services. Discussion of the transition of current recreational buildings and facilities (including fields), improvements, and future uses; personnel/staffing; and capital improvements/budget and upcoming budget cycle continued.

Report continued with discussion of Fort Getty with photographs.

- Fort Getty - Areas of interest
  - Pavilion Project completion
  - Building/structure and waterfront improvements

- Fees and revenues
- 2015 Campground Season facts and fees
- Fort Getty Story Circle – Roach Family contribution (dedication on November 21<sup>st</sup> at 4:00 p.m.)
- Mackerel Cove Areas of interest
  - Fee structure; Facility and functionality improvements
  - Parking; Fee schedule; Programming; Staffing; Enhancements
- Lawn Avenue Complex Areas of interest
  - Tennis court improvements; Basketball court installations; Skate Park expansion
  - Bleacher/Bench installations; Walking/Exercise trail; Field enhancements
  - Available funding and potential grant funding

Samira Hakke of Gondola Avenue referenced school-owned exercise equipment procured for a previously-proposed trail.

- Eldred Avenue Fields Areas of interest
  - Field improvements, enhancements & management
    - Proposed, needed well
- Golf Course Areas of interest
  - Building replacement
  - Secure new lease for 2017
- Fort Wetherill Areas of interest
  - Exterior refurbishment; Interior improvements
  - Roof/Window/Door replacement & installation
- Recreation Center Areas of interest
  - Facility Rehabilitation, expansion, accessibility and maintenance
  - Building & Facilities Committee recommendations
- Special Events Areas of interest
  - Centralized calendar of events
  - Expand events; policy setting
  - Improve event coordination (already in process)

Mr. Nota stated this concludes his review. President Trocki noted Council's anticipation of the new Recreation Director coming on board to continue the discussion.

#### Public Comments.

Arek Galle of Clinton Avenue, Fort Getty Story Circle Architect, commented on upcoming improvements, especially the new restrooms, to be resumed in early spring and relocation of electrical lines by National Grid. Completion of the Story Circle Project is a great recreational accomplishment; kudos to the Roach family for the generous donation that made it possible. The soccer fields turf and drainage upgrades are on the horizon, and a potential year-round pool would be a great asset. Mr. Galle suggested the need for a feasibility study for such a resource.

Samira Hakke of Gondola Avenue commented on swimming lessons not offered in Jamestown. A swimming pool is a great idea, but a recreational swimming program is needed now. Councilor White suggested coordinating with CISF for swimming instructions. Ms. Hakke also commented on the need for a safe bike path into town. Vice President Meagher referenced a bike path along North Road and developing alternate routes. Councilor White referenced safer alternatives to North Road. Discussion continued.

Jill Goldstein of Beavertail Road, Parks and Recreation Program Supervisor, commented that Mackerel Cove is a surf certified beach, and therefore surf certified lifeguard instructors are required, which is difficult to secure. This can be reviewed further.

Arek Galle of Clinton Avenue inquired about the status of the North Road bike path. Town Administrator Nota referenced the RIDOT proposed bike path and the Jamestown proposed bike path. The three-year Town plan for the North Road area north of Route 138 connecting to the North Reservoir was discussed. Mr. Galle recommends the path over the reservoir spillway to the community farm. Discussion continued.

Councilor Dickinson noted the cost aspect of a Bike Path or any other project and improved information technology. The No. 1 issue is the Town's ability to collect customer feedback for programming and other needs. The one thing missing from the program improvements discussion is the money component. Once the need is established how it will be funded is paramount. The goals should be achievable and measurable. To facilitate the ideas discussed this evening the use of technology for self service and to eliminate duplication of customer data is required, which could be accomplished by use of a third-party software program. Discussion continued.

Vice President Meagher questioned once the need is determined, a strategic plan would be developed, and would that be staff generated? Mr. Nota stated there would have to be public input. How do we proceed with Fort Getty and what is the methodology - is it time for professional planners or public input? Mr. Nota stated we have a lot of information in terms of infrastructure improvements, and a plan for other needed improvements would be helpful. However, long-term waterfront plans need more public discussion.

President Trocki stated the Council is looking forward to having our new Director on board and having discussions on how all components discussed this evening can be achieved. Mr. Nota stated the discussion could continue at community meetings rather than Council meetings, with information brought back to Council.

Councilor Dickinson commented once the need is defined, we must solicit voter buy-in. Can implementation be accomplished by the Town competitively, and what is the best resource?

Vice President Meagher stated pools are expensive and commented on funding.

President Trocki commented on the vision for potential projects and funding opportunities. The Council looks forward to working with the new Director and Town Administrator to move the Recreation Department forward.

#### **IV. ADJOURNMENT**

There being no more to discuss, the work session was adjourned at 8:08 p.m.

Attest:

---

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:     Town Council  
                  Town Administrator  
                  Finance Director  
                  Town Solicitor

**Town of  
Jamestown, Rhode Island**

---

PO Box 377  
Jamestown, RI 02835- 1509  
Phone: (401) 423-7220  
Fax: (401) 423-7229



**Date:** December 3, 2015

**To:** Andrew Nota  
Town Administrator

**From:** Michael Gray  
Public Works Director

**RE:** Transportation Improvement Program FFY 2017-2025

---

The State Planning Council for Rhode Island is soliciting projects from municipalities for the Long Range Transportation Improvement Program (TIP) for federal fiscal years 2017-2025. The TIP is a list of transportation projects the State of Rhode Island intends to implement using US DOT funds. I have included the Guide To Rhode Island's Transportation Improvement Program (TIP) that provides an overview of the program. Applications are due on January 8, 2016.

In October of 2011 the Town of Jamestown submitted 6 projects for consideration in the 2013-2016 TIP that included the following:

- Phase II of the Jamestown Downtown Improvement Project for Narragansett Avenue
- Bicycle access on and off the Jamestown Bridge
- Bicycle Path from North Road to East Shore Road
- Pavement Resurfacing of Narragansett Avenue between Southwest Avenue and the West Ferry
- Sidewalk and Curbing Replacement on Walcott Avenue from Hamilton Avenue to Fort Wetherill State Park
- Seawall Repair/Replacement at East Ferry along Conanicus Avenue

Attached is a copy of the status report prepared by RIDOT for the projects that were listed for consideration. Phase II of the Jamestown Downtown Improvement Project was not considered for the TIP and the Seawall Repairs along Conanicus Avenue was completed using funds from FEMA during storms Irene and Sandy. A RIDOT project is listed for maintenance of the Jamestown - Verrazano Bridge.



The project prioritization application for the Town of Jamestown must identify all existing projects listed on the TIP that are to be reconsidered and list any new projects. I am recommending the following projects to be presented to the Town Council for consideration:

### **Existing Projects**

1. Sidewalk and Curbing Replacement on Walcott Avenue
2. Resurfacing Narragansett Avenue from Southwest Avenue to West Ferry
3. Bike Path from North Road to East Shore Road (Move from Study and Development to program for Construction)

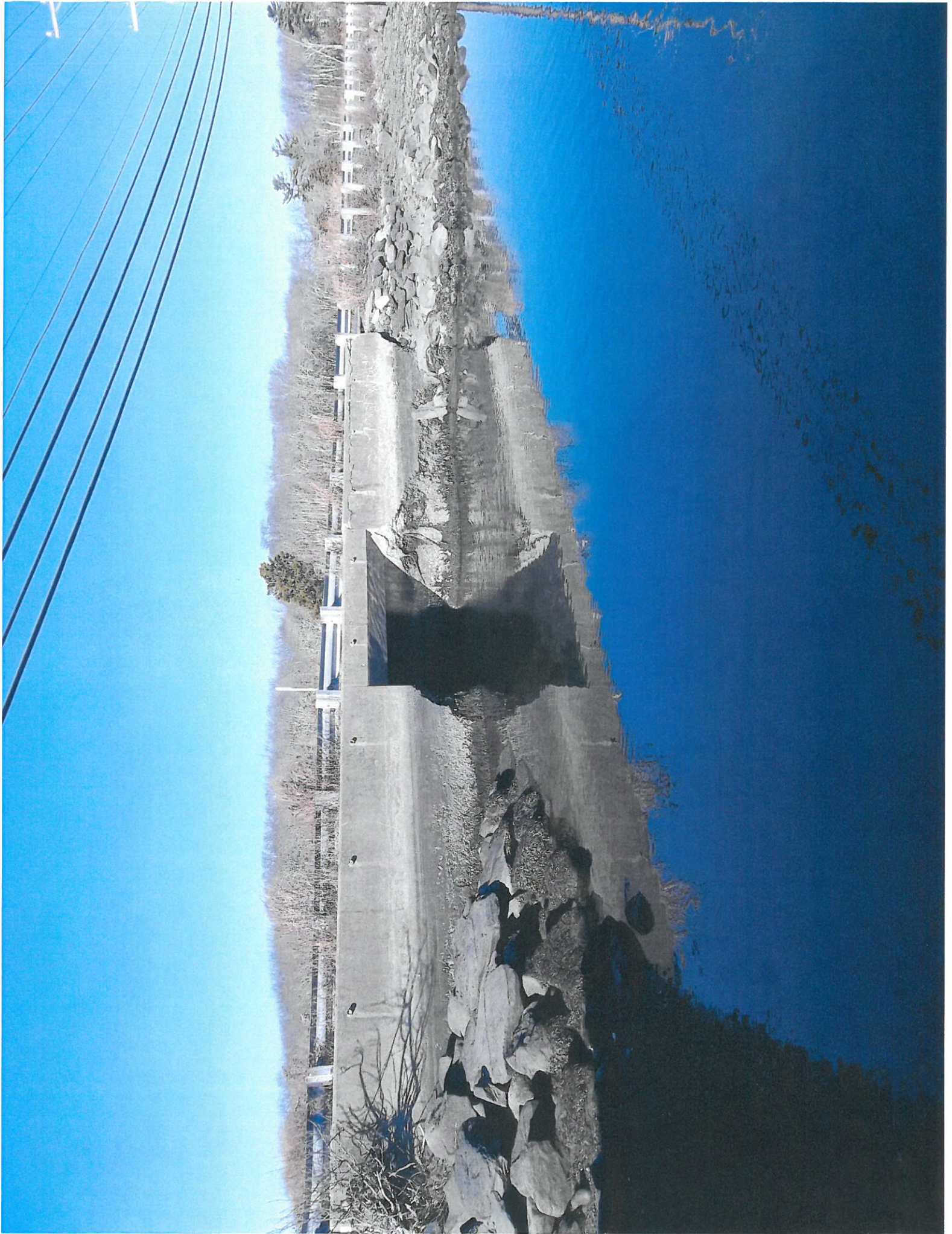
### **New Projects**

1. Round Marsh Bridge, North Road at Tidal Inlet

The bridge across Round Marsh required emergency repairs due to Storms Irene and Sandy. The bridge structure was constructed in 1934 and should be considered for placement. The project should also include design and development for impacts to North Road from sea level rise. I have attached a photo showing the condition of the bridge.

2. Curb ramps for ADA access on Conanicus Avenue and Walcott Avenue

Provide curb ramps to existing sidewalks at all intersections and cross walks on Conanicus Avenue and Walcott Avenue.

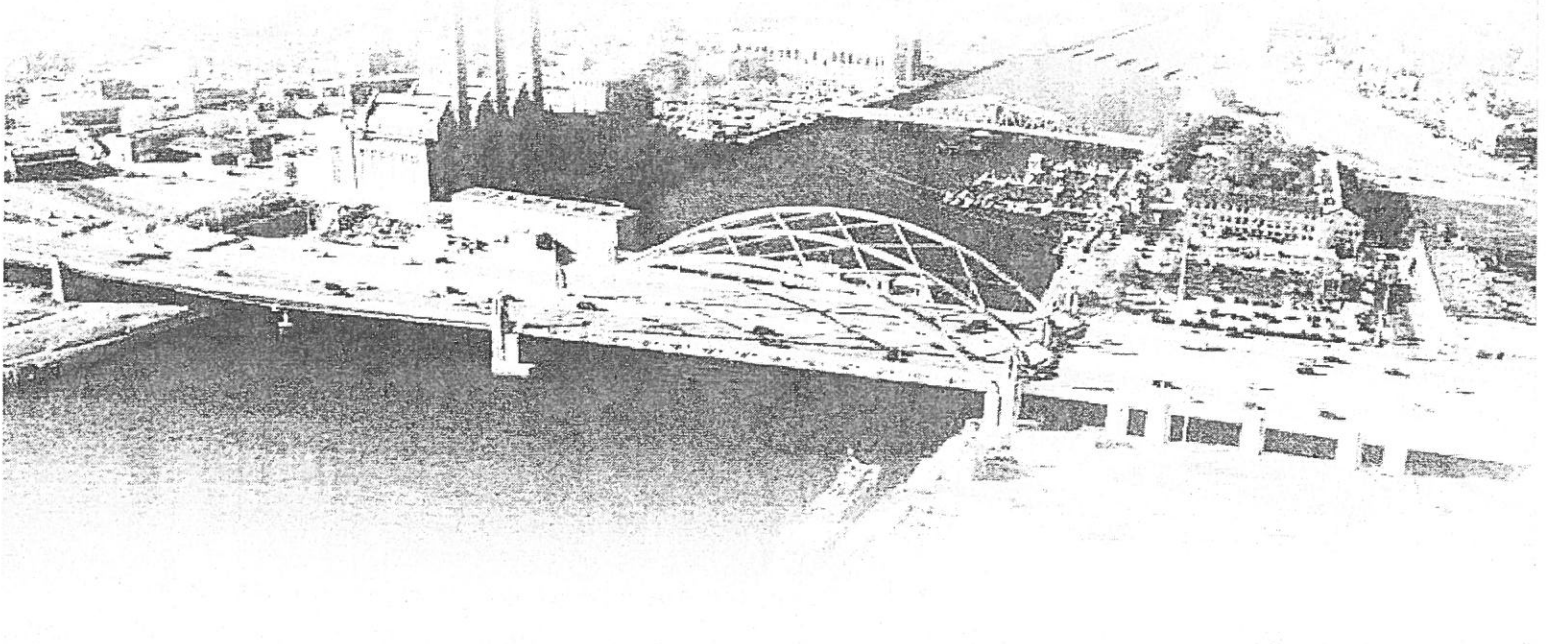


**FY 13-16 Transportation Improvement Program - Status Report - RIDOT**

TIP Program Category	Project Name	Towns	Limits	Construction Completed	Proposed for completion as part of FY 13-16 TIP	Program Year in 10 Year Strategic Plan (Using Existing Funding)	Program Year in 10 Year Strategic Plan (RhodeWorks scenario)	Must be added to Project Prioritization Cover Sheet for consideration	Comments
Bridge Program	Jamestown - Verrazzano Bridge No. 800 Phase V	Jamestown	Route 138 over the West Passage of Narragansett Bay		X				2014-CB-067
ADA Projects	Sidewalk and Curbing Replacement on Walcott Avenue	Jamestown	Hamilton Ave. to Fort Wetherill State Park					X	Curb ramps will be added to ADA Curb Ramp Program
Pavement Management Program	Narragansett Avenue	Jamestown	End to Southwest Avenue			2023	2023		0081C
S & D - Bike Pedestrian	Ice Road Bike Path	Jamestown	Mostly off-road bicycle/pedestrian connection from North Road to East Shore Road beginning south of the reservoir and connecting to Eldred Avenue and East Shore Road.					X	Consultant contract awarded to conduct Feasibility Study. Awaiting approval to issue Notice to Proceed.
S & D - Bike Pedestrian	Jamestown Bridge Bike / Pedestrian Access	Jamestown	Provide bicycle and pedestrian access on and off the bridge from both towns.					X	Consultant contract awarded to conduct Feasibility Study. Awaiting approval to issue Notice to Proceed.

GUIDE TO RHODE ISLAND'S  
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)  
DEVELOPMENT PROCESS

FEDERAL FISCAL YEARS 2017—2025



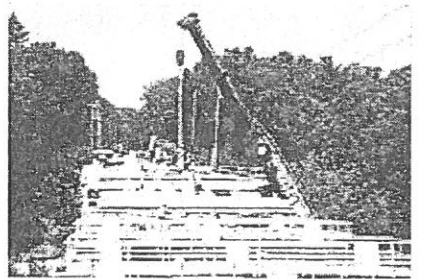
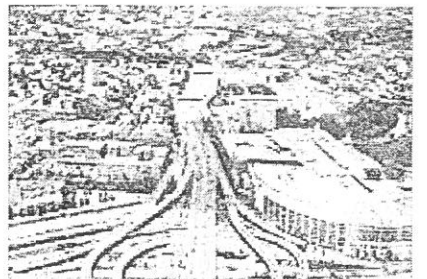
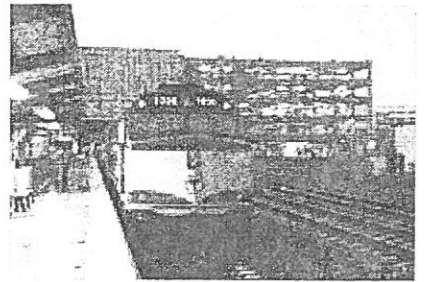
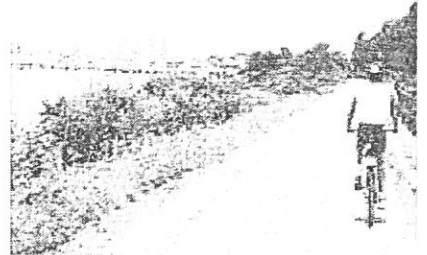
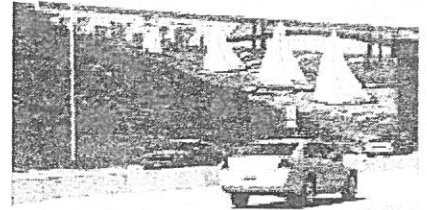
OCTOBER 2015

RHODE ISLAND  
STATEWIDE  
PLANNING  
PROGRAM



# TABLE OF CONTENTS

INTRODUCTION .....	5
OVERVIEW OF THE TRANSPORTATION IMPROVEMENT PROGRAM .....	5
FEDERAL REQUIREMENTS OF THE TIP .....	5
FUNDING CONSTRAINTS ON THE TIP .....	6
RIDOT TEN YEAR STRATEGIC PLAN AND THE TIP .....	7
RIPTA'S LONG RANGE PLANNING PROCESS AND THE TIP .....	9
MUNICIPAL PROJECT PRIORITIZATION .....	9
NEW PROJECT PROPOSALS .....	10
FINAL PROJECT APPLICATION SUBMISSION .....	11
TIP PREPARATION WORKSHOPS .....	12
PROJECT APPLICATION PRESENTATIONS .....	12
PROJECT SELECTION CRITERIA .....	12
PREPARATION OF THE DRAFT TIP .....	13
ADOPTION OF THE TIP .....	14
ADDITIONAL INFORMATION .....	14





## INTRODUCTION

The Metropolitan Planning Organization (MPO) for the State of Rhode Island, the State Planning Council, is launching the development of the Transportation Improvement Program (TIP) for federal fiscal years 2017 – 2025. This guide provides assistance to stakeholders interested in participating in the development of Rhode Island's TIP. All TIP materials detailed in this document are available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php> or by contacting Karen Scott, Assistant Chief of the Statewide Planning Program at [karen.scott@doa.ri.gov](mailto:karen.scott@doa.ri.gov) or 401-222-4411. All submissions are due January 8, 2016.

## OVERVIEW OF THE TRANSPORTATION IMPROVEMENT PROGRAM

The TIP is a list of transportation projects the State of Rhode Island intends to implement using United States Department of Transportation funds. For a transportation project to utilize federal funds it must be included in the TIP. The TIP is the product of extensive data analysis coupled with a significant outreach effort to communities, public interest groups, and citizens throughout the state.

A project's inclusion in the TIP is a critical step, but it does not represent an allocation of funds, obligation to fund, or grant of funds. Projects supported with federal dollars are only guaranteed funding after the Rhode Island Department of Transportation (RIDOT) or the Rhode Island Public Transit Authority (RIPTA) or the U.S. Department of Transportation (USDOT) reviews the design, financing, and environmental impacts of a project. Project sponsors must work cooperatively with RIDOT, RIPTA, or the federal agencies to guarantee the federal funding identified in the TIP. This federal guarantee is referred to as an obligation.

The first four years of the TIP must be fiscally constrained, meaning the list of projects in the TIP may not exceed the anticipated funding that is reasonably expected to be available over the four-year timeframe. In order to add projects to the TIP, sufficient revenues must be available. As a result, the TIP is not a wish list but a list of projects with anticipated, but not guaranteed, funding commitments during the timeframe.

## FEDERAL REQUIREMENTS OF THE TIP

Federal regulations require that the State Planning Council, acting as the single statewide MPO in Rhode Island, adopt a new TIP at a minimum of every four (4) years. The TIP must present a four (4) year program, by year, and may present additional projects proposed for funding in future years. For the past several years, the TIP in Rhode Island has covered the minimum four federal fiscally constrained years and has included one additional category called "Future Years" which included projects that would be pursued should additional funds become available. This TIP, the FFY 17-25 TIP, is proposed to cover a longer time period by including the required four (4) fiscally constrained years and expanding the previous single "Future Years" category to give municipalities and the general public a better idea of which projects are moving through development into implementation.

Moving Ahead for Progress in the 21st Century (MAP-21), the two-year bill authorizing federal transportation programs, was signed into law in 2012. Since its expiration in September 2014, three (3) short terms extensions have been passed. The current extension is set to expire on November 20, 2015. Congress is currently working towards a new, longer term transportation authorization bill.

MAP-21 requires states to develop plans that specifically address how they will improve and sustain the conditions of roads and bridges on at least the National Highway System (NHS). The NHS is a national network of the nation's most important roads. The roads in Rhode Island that are on the NHS are listed in tables by municipality at <http://www.planning.ri.gov/statewideplanning/transportation/reclass.php>.

MAP-21 requires states to set targets for the physical condition of highways and bridges and develop asset management plans outlining how they will achieve and sustain those targets into the future. This is a change

from previous Federal requirements, which focused on planning for how the highway network performs in terms of congestion, highway crashes and auto and truck air pollution. MAP-21 also requires states to accompany the asset management plan with a realistic financial plan that reports how much money is needed to achieve and sustain the set targets. The purpose of the financial plan is to highlight differences between the needed investment and projected revenues. While MAP-21 does not specify a specific goal for pavement condition for roads on the NHS, it does specify a goal of having no more than 10 percent of a state's NHS bridge deck area in poor condition. Currently, 22% of Rhode Island's bridges are structurally deficient (poor condition), which ranks Rhode Island last in the nation in overall bridge condition.

To address the requirements of MAP-21, the MPO has been working collaboratively with RIDOT, RIPTA and other transportation groups over the past several years to develop a strategy for stabilizing Rhode Island's bridge and pavement conditions. One of the largest shifts that has been occurring is the migration of transportation infrastructure planning to an asset management based system of planning, which increases the emphasis on preservation and maintenance to keep assets in good condition, avoiding more expensive long term costs. When asset management principles are implemented, taxpayers will save millions of dollars in future infrastructure costs and the future conditions of assets based on given investment levels can be compared. It focuses on making the best investment decisions that will result in the best long term benefit for the State's entire transportation network.

Even with the transition to transportation asset management and the implementation of a more strategic and systematic process of operating, maintaining, upgrading, and expanding physical assets effectively throughout their lifecycle, Rhode Island's current funding levels are insufficient to make significant short term progress in improving the State's infrastructure condition.

## FUNDING CONSTRAINTS ON THE TIP

Similar to many other states, Rhode Island is facing a transportation funding crisis. The funding constraints encountered during the preparation of the current FFY 13-16 TIP have not significantly improved and both federal and state resources have become even further strained. For the FFY13-16 TIP, an average of approximately \$209 million dollars in federal highway funding was available per year. The Federal Highway Administration has advised the State to assume flat funding and continue to use an allocation of \$209 million per year for TIP planning. Similarly, for the FFY13-16 TIP, an average of approximately \$36 million in federal transit funding was available per year. The Federal Transit Agency has advised the state to assume flat funding, and to continue to use an allocation of \$36 million per year for TIP planning. Unfortunately, the available funding for new transportation projects is further reduced by the State's current commitments, including annual debt service, existing major projects, and mandated and mission-critical operations of RIDOT and RIPTA.

Historically, over 90% of Rhode Island's transportation construction program is funded through federal funds. As outlined above, that federal stream of funding has become unpredictable and has included several short term funding authorizations that are not conducive to the long range strategic planning that Rhode Island is working to implement. The state has recently taken some key steps to provide sustainable transportation infrastructure funding and broaden available resources. These steps include:

- Redirection of the gas tax to focus on transportation needs;
- Replacement of biennial bond borrowing with an increase in registration and license fees, along with Rhode Island Capital Plan (RICAP) funds to provide the state match for the annual federal transportation program;
- Refinance of existing general obligation bonds to soften the anticipated sharp peak in debt service payments; and



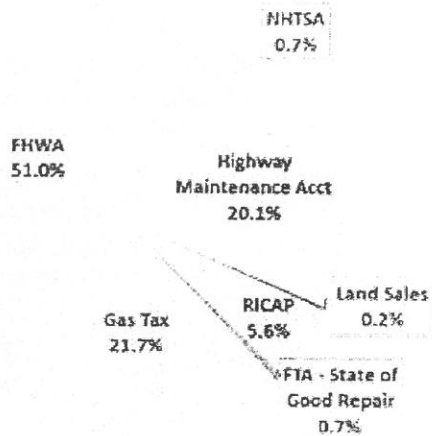
- Creation of the Rhode Island Highway Maintenance Account and a shift of future funding from transportation-related sources, such as registrations, title fees, gas tax indexing, and other accounts to establish a state-funded pool for critical transportation infrastructure projects.

While these changes are a positive step for the State, there is still a significant gap in the funding available and the funding needed to bring Rhode Island's transportation infrastructure into acceptable condition.

## RIDOT TEN YEAR STRATEGIC PLAN AND THE TIP

As Rhode Island shifts towards asset management based planning, RIDOT has been working with transportation partner agencies to develop a Ten Year Strategic Plan to prioritize and streamline funding for overall operations, pavement and drainage and reach the federally mandated 90% structural sufficiency of bridges. RIDOT's Ten Year Strategic Plan is available in its entirety at [http://www.dot.ri.gov/documents/news/TAC\\_Submission/RIDOT\\_2015\\_TAC\\_Submission.pdf](http://www.dot.ri.gov/documents/news/TAC_Submission/RIDOT_2015_TAC_Submission.pdf). This Strategic Plan outlines two financial paths towards improving the condition of Rhode Island's infrastructure. The first path, the constrained scenario, would utilize existing transportation funding (federal funds and state funds as outlined above). The second path, the RhodeWorks proposal, would invest an additional investment above current funding in transportation infrastructure over the next decade.

### Constrained Program Funding Sources



### RhodeWorks Funding Sources

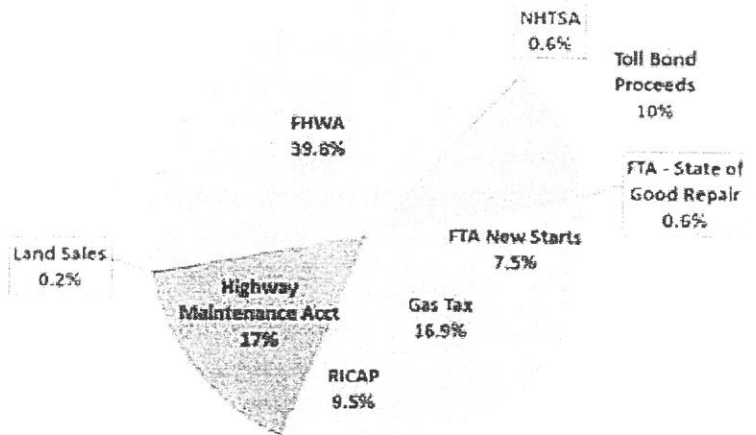


Image Source: RIDOT

More details on the proposed RhodeWorks plan is available at <http://www.dot.ri.gov/news/rhodeworks.php>

The main differences between the funding proposals are:

1. The RhodeWorks plan allocates 65% of \$1.2 billion in bridge funding to the first six years, while the Constrained Program allocates just 44% in the same time period. The result is that the Constrained Program takes seven years longer (2032 vs. 2025) and costs \$950 million more to meet the target 90% bridge sufficiency rating.
2. The RhodeWorks plan anticipates a new \$500 million revenue bond supported by a heavy truck toll. This bond is allocated to bridge reconstruction in the first four years of the plan (\$100 million) and the reconstruction of Routes 6/10 (\$400 million). There would be no bonding under the Constrained Program.
3. In the RhodeWorks scenario, delivery of a multi-modal reconstruction of the Route 6/10 Interchange

and a Bus Rapid Transit (BRT) facility would be accelerated by the investment of \$400 million in bond funds and a potential \$400 million in FTA New Starts discretionary funding. Under the Constrained Program option, the Route 6/10 Interchange would not be reconstructed and the potential for attracting FTA funding would be limited.

4. The RhodeWorks plan increases transit investment by \$80 million, increases transportation alternatives funding by \$37 million, and increases pavement funding by \$30 million. These additional investments are not possible in the Constrained Program.

	<b>RHODE WORKS (PLAN A)</b>	<b>CONSTRAINED (PLAN B)</b>
Program Funding	\$4.7 billion	\$3.8 billion
90% Bridge Sufficiency by 2025	Yes	No
GARVEE Refinancing	Yes - \$120 million	No
Bond	Yes - \$500 - million	No
6/10 Interchange	2017 - 2021	No
Increased Pavement	\$30 million	No
Increased Transit	\$80 million	No
Increased Transportation Alternatives	\$36 million	No

Source: RIDOT

The state and national transportation funding crisis and the continued declining condition of the State’s infrastructure makes it more important than ever to ensure that our scarce resources are focused on priority projects and strategic investments, particularly those assets on the NHS as required by MAP-21. It is important to note that RIDOT’s Ten Year Strategic plan is not the TIP; however the Ten Year Strategic Plan developed by RIDOT will become the foundation for outlining a program of investments through the TIP. Under both financial scenarios, the Ten Year Strategic Plan presents a recommended pool of projects and programmatic investment levels that RIDOT proposes will constitute the most efficient use of our limited transportation resources.

The funding categories of Bridge, Pavement, and Traffic present lists of projects which were developed using RIDOT’s asset management systems, optimizing the impact on the total investment in Rhode Island’s transportation network. This type of project selection is critical for integrating data driven decisions and asset management into the State’s transportation process. Other funding categories such as Transit Capital and Transportation Alternatives are shown as only a total budget per year. These projects are better suited for selection using a set of guiding principles which are outside of objective engineering criteria but take into consideration such things as mobility, connectivity, environmental impact, and economic development.

To better integrate transportation asset management principles into the overall transportation planning process, all the projects listed in the RIDOT’s Ten Year Strategic Plan (regardless of funding scenario) will become the basis for public input into the TIP project selection process. In addition, the MPO will initiate a review of the TIP and offer opportunities for public comment on an annual basis rather than every four years as has been done previously. For specific questions on the RIDOT Ten Year Strategic Plan, please contact Meredith Brady at (401) 222-6940 ext. 4530 or [meredith.brady@dot.ri.gov](mailto:meredith.brady@dot.ri.gov).

## RIPTA'S LONG RANGE PLANNING PROCESS AND THE TIP

Included in the RIDOT Ten year Strategic Plan, outlined above, are RIPTA's federal funding projections for the next ten years. Next month, RIPTA will be kicking off a long-range planning process in coordination with local governments, partner transportation agencies, and the general public that will establish a vision for the future of transit in our state for the next ten years and beyond.

As a first step in this process, RIPTA will host a Listening Session in December to invite input and kick-start a conversation with municipal officials and planners regarding existing transit service and facilities, as well as potential expansion and enhancements. This session will take place:

TUESDAY, DECEMBER 15, 2015 AT 9:00 A.M.

Rhode Island Public Transit Authority  
Transportation Conference Room  
269 Melrose Street, Providence, RI 02907

Concepts and priorities discussed during the Listening Session will inform the detailed TIP proposal to be submitted by RIPTA in early 2016 and RIPTA's ongoing long-range planning process that will unfold over the course of calendar year 2016. Cities and towns wishing to share with RIPTA their ideas, concerns, questions, and visions for improved transit service are strongly encouraged to attend the Listening Session.

## MUNICIPAL PROJECT PRIORITIZATION

Coordination with municipal partners is a crucial component of the TIP process. To assist in most effectively participating in this TIP process, the MPO together with our transportation partners at RIDOT and RIPTA have generated some useful resources and ask municipalities to provide specific input as outlined below.

A status report of projects listed in the FFY 13-16 TIP by municipality has been compiled. This report can be found at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. Based on this report, municipalities will be able to identify those projects that have been completed, those that are proposed for completion as part of the FFY 13-16 TIP, those which are included in the RIDOT Ten Year Strategic Plan (under either funding scenario), and those projects that must be added to the Project Prioritization Cover Sheet for consideration. RIDOT's Ten Year Strategic Plan only identifies specific projects in the categories of bridge, pavement and traffic. All other types of projects, including but not limited to bicycle, pedestrian, enhancement and transit, which are not proposed for completion as part of the FFY 13-16 TIP are included in the "Must be added to the Project Prioritization Cover Sheet for consideration" category. Please direct questions on RIDOT projects in the status report to Amy Thibeault at (401) 222-6940, ext. 4255 or [amy.thibeault@dot.ri.gov](mailto:amy.thibeault@dot.ri.gov). Please direct any questions on RIPTA projects in the status report to Lillian Picchione at (401) 784-9500 ext. 124 or [lpicchione@ripta.com](mailto:lpicchione@ripta.com).

Although RIDOT's Ten Year Strategic Plan recommends a specific set of projects, direct municipal input into the project prioritization process remains an essential piece of the TIP development process. To assist with this effort, the State Planning Council/MPO is requesting that each municipality:

1. Review the projects listed in the "Must be added to Project Prioritization Cover Sheet for consideration" category of the FFY 13-16 TIP Status Report and decide if any of those projects are still relevant to the municipality's transportation goals.
2. Review the list of projects in RIDOT's Ten Year Strategic Plan to ensure that all projects listed in the Plan capture the municipality's most critical needs for bridge, pavement and traffic infrastructure improvements. RIDOT's Ten Year Strategic Plan is available at [http://www.dot.ri.gov/documents/news/TAC\\_Sub-](http://www.dot.ri.gov/documents/news/TAC_Sub-)

- mission/RIDOT\_2015\_TAC\_Submission.pdf. Please consider the local economic development impacts of the scope and timing of these projects in your review and prioritization.
3. If there is a priority project that was not included in the FFY 13-16 TIP and is not listed in RIDOT's Ten Year Strategic Plan, it may be submitted for consideration by completing an Application for New Projects, which is available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. Please be explicit in the mobility and economic development impacts of any new project submitted.
  4. Submit a single, prioritized list of projects on the Project Prioritization Cover Sheet that includes all municipal priority projects. The municipal Project Prioritization Cover Sheets are available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. For your convenience, the Project Prioritization Cover Sheet has already been populated with specific bridge, pavement and traffic projects with an exact location included in either funding scenario of RIDOT's Ten Year Strategic Plan. Any project, including new project submissions and projects listed in the TIP Status Report as "Must be added to Project Prioritization Cover Sheet for consideration," that are not already listed on the Project Prioritization Cover Sheet that a municipality would like considered for inclusion in the FFY 17-25 TIP must be manually added to the sheet on the blank lines provided. **No project from the FFY 13-16 TIP will be carried forward to the FFY 17-25 TIP unless it is specifically listed on the Project Prioritization Cover Sheet.**
  5. Recognizing that some municipalities are being presented with a long list of projects to prioritize, a municipality may choose to either numerically rank each proposal (ex. 1, 2, 3, etc. with 1 being the highest priority) or provide a level of priority (high, medium, low). If a municipality chooses to rank projects using a level of priority, no more than 1/3 or the total project list may be included in a priority level (ex. 1/3 of total projects ranked as high, 1/3 or total projects ranked as medium, and 1/3 of total projects ranked as low).

**New project applications are not necessary for any project specifically listed in the FFY 13-16 TIP or in RIDOT's Ten Year Strategic Plan.** However, a modification to a project listed in the FFY 13-16 TIP or RIDOT's Ten Year Strategic Plan will be considered a new project and must follow the application instructions for new projects listed below. **Any project that an applicant would like to propose for inclusion in the FFY 2017-25 TIP must be included on the Project Prioritization Cover Sheet. No projects listed in the FFY 13-16 TIP will be automatically carried over into the FFY 17-25 TIP.**

## NEW PROJECT PROPOSALS

Municipalities, organizations and any member of the general public are allowed to submit new project proposals. There is a wide variety of projects that are eligible for listing in the TIP. These include but are not limited to:

Bike Path & Bike Lane Construction	Intermodal Centers	Turning Lanes
Sidewalk Construction	Ferry Landings	Railroad Crossings
Bridge Rehabilitation	Interstate Improvements	New Transit Initiatives
Projects that Benefit Air Quality	Resurfacing Projects	Rail Stations
Roadway Drainage Improvements	Corridor Studies	Recreation Trails
Park and Ride Lots	Intersection Improvements	Safe Routes to School
Highway Widening or Reconstruction	Signalization	Retrofit of Sidewalks to meet ADA requirements

Any resurfacing project must be proposed on Federal Aid System eligible roadways only. To see if a particular roadway is Federal Aid System eligible, please refer to municipal tables at <http://www.planning.ri.gov/>

statewideplanning/transportation/reclass.php. Eligible criteria for alternative transportation projects, including bike, pedestrian, historic preservation of transportation facilities, and environmental mitigation, are outlined at <https://www.fhwa.dot.gov/map21/factsheets/tap.cfm>.

In the past, separate calls for proposals have been issued for recreational trails and safe routes to school program funds. This may not be the case moving forward; therefore all stakeholders interested in pursuing those types of projects are urged to submit their projects for consideration as part of this process. In addition, all projects that have been funded through existing earmarks must also resubmit their projects for consideration as a part of this solicitation.

We have strived to maintain a streamlined and simple application process for new project submissions. Follow the instructions outlined on the application form carefully. All projects submitted will be categorized by MPO, RIPTA and RIDOT staff and reviewed according to the process outlined below. Specific projects may be asked to complete a more detailed application for further review, if necessary.

All project proposals must be in conformance with the State Guide Plan, including the Land Use Plan, Land Use 2025 and the Long Range Transportation Plan, Transportation 2035. These plans are available at <http://www.planning.ri.gov/planning/>. Projects must also be consistent with the applicable Local Comprehensive Plan.

New project proposals must be submitted on the application forms available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. These forms may be completed using Adobe Acrobat, which can be downloaded at <http://get.adobe.com/reader/otherversions/>. All application forms must be complete to be considered for funding. Additional pages beyond the required documents will not be considered during the initial project evaluation and should not be submitted. For any application submitted by a Regional Planning Agency, Non-Profit Organization, or member of the public, the application must include the signature of the Chief Executive Official of the municipality in which the project is located or a separate letter acknowledging notice of the project. Each project must also include an 8 ½" x 11" map, clearly indicating the project location with street names and/or route numbers.

Municipalities or any entity submitting any projects, must complete a Project Prioritization Cover Sheet and include it with the full TIP submittal. All projects must be assigned a priority ranking on this sheet. **Submissions that are not accompanied by the Project Prioritization Cover Sheet will not be reviewed.**

Municipalities are urged to involve the public in the preparation of their TIP recommendations through advisory committees, public meetings, and other methods. **At a minimum, city and town governments shall hold a public hearing allowing the general public an opportunity to comment on the municipality's full TIP submission.** Local Planning Boards and Commissions, Joint Municipal Planning Commissions established under Chapter 45-22.1 of the General Laws, Regional Councils of Local Governments established under Chapter 45-43 of the General Laws, and municipal and regional committees may also propose projects. Non-municipal organizations are urged to involve the public in their recommendations through direct interaction with member municipalities, advisory committees, and public meetings. A submission must include evidence that the chief elected official of the city or town in which the project is located was notified.

All required public hearings shall be held in compliance with Rhode Island General Laws 42-46-6 and 42-46-7, Title VI/Nondiscrimination statutes and regulations, and held prior to the proposal submission deadline of January 8, 2016. Applications with public hearing dates after January 8, 2016 will not be accepted.

## FINAL PROJECT APPLICATION SUBMISSION

The following information constitutes a complete TIP submission package:

Three (3) collated copies of all completed application forms and supporting materials including:

- Project Prioritization Cover Sheet, including a ranking of all projects proposed by the applicant
- Application for New Projects for each new project proposed, completed and signed by Chief Executive Official (or including a letter of acknowledgement of application for non-municipal organizations).
- Electronic file of the complete application (provided via e-mail to Kimberly Crabill at Kimberly.crabill@doa.ri.gov or on a CD to Kimberly Crabill, Rhode Island Statewide Planning Program, One Capitol Hill, Providence, RI 02908)

This information must be received by the Statewide Planning Program, to the attention of Kimberly Crabill by **FRIDAY, JANUARY 8, 2016 AT 3:00 P.M.** Incomplete applications and applications submitted after the deadline will not be reviewed.

## TIP PREPARATION WORKSHOPS

The MPO, RIDOT, and RIPTA will host two (2) workshops outlining the application process for the FFY 17-25 TIP. The workshops are being held to assist cities and towns, and other groups and individuals in developing TIP project proposals. These workshops will be held on:

THURSDAY, DECEMBER 3, 2015 AT 6:00 P.M.  
 Department of Administration  
 William E. Powers Building  
 Conference Room A, 2nd Floor  
 One Capitol Hill, Providence, RI

FRIDAY, DECEMBER 4, 2015 AT 1:00 P.M.  
 Department of Administration  
 William E. Powers Building  
 Conference Room A, 2nd Floor  
 One Capitol Hill, Providence, RI

## PROJECT APPLICATION PRESENTATIONS

All applications may be presented at one (1) of four (4) regional public meetings to be conducted by the Transportation Advisory Council (TAC). These public meetings will be held in the following locations:

JANUARY 11, 2016 at 6:00PM  
 RI Department of Administration  
 William E. Powers Building  
 Conference Room A, Second Floor  
 One Capitol Hill, Providence, RI

JANUARY 13, 2016 at 6:00PM  
 John H. Chafee Blackstone River Valley Corridor  
 Commission Office  
 One Depot Square, Woonsocket, RI

JANUARY 12, 2016 at 6:00PM  
 Middletown Town Hall  
 350 East Main Road, Middletown, RI

JANUARY 14, 2016 at 6:00PM  
 South Kingstown Town Hall  
 180 High Street, Wakefield, RI

Presentation of an application can be done through an oral or written statement for the record, delivered at one of the meetings. It is recommended that a presentation clearly identify the proposal and briefly describe the project in terms of location and scope of work requested. Although the public meeting dates are confirmed, if there are any changes due to a weather event or any other unforeseen circumstances, information will be posted <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>.

## PROJECT SELECTION CRITERIA

As outlined previously, a key focus of the FFY 17-25 TIP is to better integrate transportation asset management principles into the overall transportation planning process. Projects in the categories of Bridge, Pavement, Traffic and Drainage will be primarily selected using data driven management systems, optimizing the impact

of the total investment in Rhode Island's transportation network.

Bridge Projects will be chosen by using the American Association of State Highway and Transportation Officials (AASHTO) BrM (Bridge Management) system, which combines inspection, inventory data collection, and analysis to result in performance-driven project recommendations. The recommendations developed through the use of BrM will be adjusted according to available funding. Any bridge projects submitted through the public process of the TIP will be analyzed to determine whether inclusion of alternate project selections would maintain or delay target years for attainment of the 90% bridge sufficiency requirement under either funding alternative.

Pavement Projects will be chosen through a method that uses 2014 Pavement Structural Health Index (PSHI) data (ride of the road and structural deficiencies), in conjunction with Average Daily Traffic (ADT) and applies a pavement preservation approach: the right treatment, to the right pavement, at the right time will reduce costs and improve overall pavement conditions. Any pavement projects submitted through the public process of the TIP will be analyzed to determine whether inclusion of alternate project selections would allow the state to maintain target PSHI levels (80%), would fit pavement preservation criteria, and could be included under either funding alternative.

Traffic Projects will be chosen with three primary types of projects as a focus: intersection improvements, corridor improvements, and signal optimization. A cost-benefit analysis will be undertaken for projects, with the target of improving mobility and enhancing safety in a cost effective and efficient manner. Projects submitted through the public process of the TIP will be reviewed to determine whether inclusion would provide similar or improved safety and mobility outcomes under either funding alternative.

Drainage projects will be chosen once a full inventory of the state's drainage structures and associated infrastructure is completed. The state is responsible for an estimated 25,000 stormwater catch basins, 2,000 outfalls, and 100 structural best management practices (stormwater treatment systems). The inventory results will drive development of a plan to invest in critical drainage infrastructure and will allow the state to meet the requirements of the Federal consent decree over the next decade.

Other funding categories, such as Transit Capital and Transportation Alternatives (which may include but are not limited to projects focused on bicycle or pedestrian access, scenic overlooks, historic preservation of transportation facilities, environmental mitigation, recreational trails, etc.), are better suited for selection using a defined set of guiding principles which are outside of objective engineering criteria and take into consideration such things as mobility, cost effectiveness, environmental impact, and economic development. The guiding principles that will be applied to these projects are available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. These projects will be evaluated according to the guiding principles by a subcommittee comprised of staff of the MPO, RIDOT, RIDEM, RIPTA and members of the Transportation Advisory Committee. Although the projects will not be scored using a numeric scoring process, the subcommittee will use guiding principles in their decision making.

## **PREPARATION OF THE DRAFT TIP**

After all of the final recommendations of projects have been compiled using the process outlined above, staff of RIDOT, RIPTA and the MPO will work together to prepare a draft TIP document. This document will include text outlining policies and themes of the TIP, the transportation planning process, and the organization of transportation planning in Rhode Island. In addition to the text, the document will also contain detailed tables listing projects eligible for federal funding by category. For most projects, a description, location, and estimated cost will be provided. Also shown, for most projects, are the phases for which federal funding authorization is anticipated. Once this draft document is prepared, it will be presented to the TAC and a public hearing will be conducted. Following the public hearing, there will be an additional 30 day notice period

during which public comment will be accepted. At the close of the public comment period, MPO staff will prepare a summary of all input, which will be presented to the Transportation Advisory Committee and the State Planning Council.

## **ADOPTION OF THE TIP**

After careful consideration of all public input received, staff of the MPO, RIDOT and RIPTA will work together to prepare a second draft of the TIP to present to the TAC and the State Planning Council acting as the MPO, will adopt the TIP at a public meeting. Once the final draft TIP is approved by the State Planning Council, the document will be forwarded to the Governor for approval and transmitted to the Federal Highway Administration and Federal Transit Agency for final approval.

## **ADDITIONAL INFORMATION**

The MPO will be providing announcements, updates, and reminders through the Statewide Planning Program's electronic newsletter (subscribe at <http://www.planning.ri.gov/newsletter/index.php>) and on the Division of Planning website at <http://www.planning.ri.gov/>.

The MPO, RIDOT and RIPTA look forward to working cooperatively with municipalities, transportation providers, area non-profit organization and members of the general public in preparing a TIP which results in a program of projects that will optimally invest the State's limited resources resulting in a more multimodal, interconnected transportation network. If you have any questions about the TIP process, please contact Karen Scott, Assistant Chief of the Statewide Planning Program at 401-222-4411 or [karen.scott@doa.ri.gov](mailto:karen.scott@doa.ri.gov).



# TOWN OF JAMESTOWN

*Jamestown Tree Preservation and Protection Committee*

*93 Narragansett Avenue, Jamestown, Rhode Island 02835*

*Enhancing the rural character of Jamestown through  
inventorying, preserving, planting and maintaining Jamestown's trees.*

November 28, 2015

Town Council  
Town of Jamestown  
93 Narragansett Ave.  
Jamestown, RI 02835

At the Committee's recent meeting there was a unanimously vote to support the reappointment of Steve Saracino to the staff position of Jamestown Tree Warden for 2016.

Mr. Saracino has served as Jamestown Tree Warden for nine years and has brought to this position professional training and a high degree of tree knowledge. As a landscape architect and licensed arborist for the state, he is well known and widely respected throughout Rhode Island.

Mr. Saracino has shown a remarkable ability to deal one-on-one with the citizens of Jamestown. In many cases he has had to use tact and sensitivity in dealing with difficult situations pitting individual desires against the statutes of the town.

The committee urges that you reappoint Steve Saracino to the position of Tree Warden.

Sincerely,

A handwritten signature in black ink, appearing to read 'James Rugh', with a stylized flourish extending to the right.

James Rugh  
Chairperson

**JAMESTOWN PHILOMENIAN LIBRARY**  
**Minutes of a Regular Meeting of the Board of Trustees**  
**Tuesday, October 13, 2015**

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

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

Absent: Chris Walsh; Kristine Trocki (Town Council President and Liaison to the Library Board of Trustees);

Guest: Andrew Nota (Town Administrator)

- I. **Roll Call of Members:** The roll call of attendance was completed by Secretary Laura Yentsch. The attendance is noted above.
- II. **Consent Agenda:** Laura Yentsch made a motion to add a consent agenda to the overall agenda beginning with the November 2015 meeting. A discussion ensued. A motion was made to adopt the consent agenda; the motion unanously passed. It was decided that any items to be included in the Board of Trustees packet must be sent to the Library Director one week prior to the Trustee meeting.
- III. **Disposition of Minutes of September 22nd**  
There was a motion to accept the minutes pending the following revisions: the makeup of the Space Reallocation Committee, the involvement of the Trustees and the Friends in the research of the Space Reallocation Committee, and governance policies. The following Trustees voted to accept the minutes as corrected: Peter Carson, Paul Housberg, Jennifer Cloud, Laura Yentsch, and Mary Lou Sanborn. Chris Walsh was absent.
- IV. **Financial Reports:**
  - a. **Trustee:**  
Mary Lou Sanborn discussed the financial report as of August 31, 2015. She reported that the Washington Trust account balance was \$797.12; the checking account Capital Campaign fund balance was \$40,000; the money market Champlain Fund has a balance of \$31,347.47. Peter Carson reported that he received an invoice from the OLIS Consultant; it was submitted to Donna Fogarty. Mary Lou Sanborn mentioned that she had a discussion with Arlene Petit regarding the 501c3 account. She made a recommendation to consider a separate account for fundraising. A discussion ensued about the 501c3 account and the by-laws of the Friends' group. Peter Carson explained the reasons for using the Friends' 501c3 account. Andy Nota advocated using the Friends' 501c3 account. It is the preference of the Trustees to use this account, but there are outstanding issues to be resolved and additional research is needed (revision).
  - b. **Library:**  
There was a successful book sale. Mary Lou Sanborn asked about the wireless fund payments. Mary Lou Sanborn will meet with Donna Fogarty to resolve questions about the accounts.
- V. **President's Report:**  
Peter Carson led a discussion on how to handle issues of disagreement with the Chair. He was concerned about addressing issues with Board members and including non-Trustees in

email correspondence. This discussion on how to handle future communications was tabled for a future meeting. It will be addressed in the governance policy section.

**VI. Progress and Service Report of the Library Director:**

Prior to the meeting Donna Fogarty submitted a report to the Trustees. The report was reviewed with no questions.

**VII. Friends of the Library Report:** Laura Yentsch mentioned a pertinent section of the Friends' report which was sent prior to the meeting. The section discussed centered on the use of the 501c3 account.

**VIII. Communications:** None

**IX. Old Business:**

a. **Building Committee Charge:**

Jennifer Cloud reported the following:

**I.** The last meeting of the Renovation Committee was to update the members, review responsibilities, and discuss the needs assessment. The OLIS Library Specialist, Kathryn Taylor, went through the old program and submitted her findings. Phase 1 was to look back at the research and determine if we needed to do additional research. Kathryn Taylor's research was discussed. It was explained that Ms. Taylor's charge was to look at the research completed in the past. This was the start of the process.

**II.** Laura Yentsch and Mary Lou Sanborn mentioned that an action plan with a detailed timeline was necessary for the project to go forward.

**III.** Andy Nota mentioned that no one has received 50% funding from OLIS. To go for a bond in November 2016, the plan must be complete in the spring 2016. Donna Fogarty mentioned that we need a price and contract signed with OLIS by 2017. It might be possible to be ready for the FTM by June 2017.

**IV.** Mary Lou Sanborn suggested that member/s from the Senior Center Community, young parents, and the Jamestown Chamber of Commerce also be included as part of the Building Committee to include different populations of the island.

**X. New Business:**

a. **Annual Report to the Trustees:**

Donna Fogarty submitted part of the Annual Report to the Trustees. This report will be discussed in detail at the November meeting. Donna Fogarty will file this report with OLIS. The full report is also published on the Library website. The Town requests this report at the end of the fiscal year. This report will also be posted on the Town Website.

b. **Nominating Committee Appointment by Chair:** Paul Housberg and Chris Walsh will be on the nominating committee next year.

c. **Trustee Policy Procedure/Trustee Code of Conduct:** Due to time constraints, this report was tabled to the next meeting. Paul Housberg will walk us through the packet. In the next meeting, the Code of Conduct will be discussed.

**XI. Public Presentation to, or discussion with, the Board – None**

XII. **Adjournment and Date of the next regular meeting** –The meeting was adjourned at 6:31 p.m. The next regular meeting of the Trustees will be held on Tuesday, November 10, 2015, at 5 p.m.

Laura Yentsch  
Secretary.

**TOWN COUNCIL INTERVIEW SESSION**  
**November 9, 2015**

**I. CALL TO ORDER**

The interview session for the Jamestown Town Council was called to order at 5:30 p.m. on Monday, November 9, 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:

Lauren McCombs	Library Board of Trustees
Marianne Kirby	Library Board of Trustees
Joyce Antoniello	Tax Assessment Board of Review

Town Council interviews were concluded at 6:10 p.m.

Attest:

---

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:   Town Council  
                  Town Administrator  
                  Town Solicitor  
                  Finance Director



**RHODE ISLAND**  
**DEPARTMENT OF ENVIRONMENTAL MANAGEMENT**

DIVISION OF FOREST ENVIRONMENT  
235 Promenade Street, Suite 394  
Providence, RI 02908

Office: 401.222.2445  
Fax: 401.222.2444

December 1, 2015

Greetings!

It is that time of year where each RI community must begin the process of appointing its Tree Warden.

As you may be aware, one of the responsibilities of my office is to oversee the Tree Warden appointments throughout the state.

I wanted to send out this reminder that to be in accordance with RIGL Sect. 2-14-1 et seq. each city and town must appoint a licensed arborist to serve as a tree warden each year during their **January council meeting**.

*\* Compliance with the Tree Warden Act is required as a matter of law and is necessary for approval of funding urban forestry tree planting grants.*

In 1901, Rhode Island was one of the first states to enact a tree warden statute. This law has served to protect and enhance some of our state's greatest assets for over a century. Healthy trees improve the quality of the air we breathe, produce shade and moderate local temperatures, reduce storm water runoff management costs, increase property values, and reduce energy use for heating and cooling. Tree wardens play an essential role in sustaining healthy urban and community forests by overseeing the custody of public trees as well as contributing to the development of municipal forestry programs and tree planting initiatives. As we continue into the future the role of the Tree Warden will remain crucial – and even more so than in the past with the appearance of new insects and diseases, and the advent of climactic changes that may significantly affect our urban forest resource.

Enclosed you will find the Tree Warden Appointment Form for 2016. The appointed tree warden must be a licensed arborist or must become a licensed arborist within six (6) months of assuming the office of Tree Warden. If your community needs help finding a licensed arborist to serve as Tree Warden please call the Division of Forest Environment to request a list of licensees.

Please complete the form and return original form to my office by February 1, 2016. Once I have received your selection of the Tree Warden, it will be submitted for approval and the signed original appointment form will be returned to you for your records.

Thank you for your attention to this matter. Please do not hesitate to contact me at 222-2445 x2059 if you have any questions or require additional information.

Tee Jay Boudreau

RI DEM Division of Forest Environment  
Coordinator, Urban and Community Forestry Program

RECEIVED  
TOWN OF JAMESTOWN, R.I.  
15 DEC -4 AM 10:43



**RHODE ISLAND**  
**DEPARTMENT OF ENVIRONMENTAL MANAGEMENT**

DIVISION OF FOREST ENVIRONMENT  
235 Promenade Street, Suite 394  
Providence, RI 02908

Office: 401.222.2445  
Fax: 401.222.2444

**OFFICIAL TREE WARDEN APPOINTMENT FOR 2016**

According to the provisions of RIGL 2-14 as amended, the Town Council of the Town of \_\_\_\_\_ or the Mayor of the City of \_\_\_\_\_ did on \_\_\_\_\_ appoint \_\_\_\_\_ to be town or city tree warden, subject to the approval of the Director of the Department of Environmental Management.

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

If arborist license is held, check type: STANDARD \_\_\_\_\_ UTILITY \_\_\_\_\_

Arborist License # \_\_\_\_\_

Signed: \_\_\_\_\_  
Town/City Clerk

Please complete this form and return to:  
Tee Jay Boudreau  
Division of Forest Environment  
235 Promenade Street, Suite 394  
Providence, RI 02908

Appointment approved: \_\_\_\_\_  
Director, Department of Environmental Management

# **JAMESTOWN TRAFFIC COMMITTEE**

Tuesday October 20, 2015

A regular meeting of the Jamestown Traffic Committee was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 6:05 PM by chairman, Thomas P. Tighe.

The following members were present:

William Munger, Member  
Vincent Moretti, Member  
Timothy Yentsch, Member  
Melissa Mastrostefano, Member

Also present were:

Chief Edward Mello  
Karen Montoya, Deputy Town Clerk

Absent:

Mary E. Meagher, Vice-Chair  
David Cain, Member

## **READING AND APPROVAL OF MINUTES**

A) Minutes of September 15, 2015 regular meeting were read.  
Motion was made by Member William Munger seconded by Timothy Yentsch to accept the September 15, 2015 minutes. Motion so voted, 3 in favor; Committee members Mastrostefano and Moretti abstained because they were absent at said meeting.

## **OPEN FORUM**

A) Scheduled requests to address:  
(None scheduled)

A) Non-scheduled request to address:  
(None)

## **UNFINISHED BUSINESS**

- A) **Crosswalk at Conanicus Avenue between Recreation Center/Teen Center and Ferry Wharf**; continued to next meeting on November 17, 2015.
- B) **Commercial vehicle parking in residential zones**; continued to next meeting on November 17, 2015.



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

The Committee and audience moved to a side table to view the maps.

Chief Mello suggested that the same principle be followed as the previously adopted regulations for the Hull/Seaside Drive area. There would be no parking on the even side and no overnight parking on the odd side without a permit. The exceptions would be no parking on either side on Seaside Drive to Garboard Avenue, no parking either side on Spirketing Street, and no parking either side on Beacon Avenue to Spirketing.

A discussion ensued on the vehicle, pedestrian, and bicycle traffic on the roads especially Seaside Drive which encounters the most traffic on a narrow road. When asked about special circumstances which would require more parking, he stated that an application and waiver process would be implemented.

Carol Nelson-Lee of Buoy Street suggested a tree canopy to slow traffic down. Chief Mello said that there are various traffic engineering technics to curb speeding. Others voiced concern about the maintenance required for trees.

Anita and Gary Girard of Seaside Drive questioned the parking for the rights of way. Chief Mello said they would have to park on the smaller streets a few blocks away or perhaps some ROW would have a few parking spaces. Some comments were made about parking close to the intersections. Chief Mello said that there is a current regulation stating parking within 40 feet from an intersection is prohibited, but not all intersections could be marked as such.

**D) Parking concerns-Green Lane; continued**

**E) West Ferry Parking;** continued to next meeting on November 17, 2015.

**F) Bicycle Parking at Head's Beach;** Committee member Melissa Mastrostefano commented on the lack of parking and suggested installing bike racks to encourage more bike traffic. She suggested the Boy Scouts could make that a project. Committee Chairman Tighe will speak to the Town Administrator. The size of Head's Beach was also questioned. Committee Chairman Tighe will get the agreement that was signed.

**NEW BUSINESS**

Mary Lou Sanborn of Bay View Drive spoke about the traffic on lower Bay View Drive from Conanicus Avenue to the Conanicut Yacht Club. In the summer the traffic increases greatly with people back and forth picking up children from the various programs. On the weekends the Club is used for parties and weddings. A huge bus was attempting to park on the road. In addition to all the traffic, boat trailers and cars park along the same section to access Bryer Beach. Ms. Sanborn said CYC should have the

same parking regulations as any other business in Jamestown. Zoning handles this issue and Chief Mello will talk to Chris Costa about it.

Chief Mello proposed a traffic study but this won't be feasible until next summer when traffic increases. There should be some parking/traffic improvements with the work being done to the seawall at Bryer Beach.

### **ADJOURNMENT**

There being no further business before the Committee, motion was made by Committee Member Munger and seconded by Committee Member Yentsch to adjourn the meeting at 6:48 PM. So unanimously voted.

Attest:

Karen Montoya  
Deputy Town Clerk

xc. Committee members (7)  
Chief of Police  
Town Clerk

## **Jamestown Tree Preservation and Protection Committee**

Tuesday, October 27, 2015

### **MINUTES**

The meeting was called to order at 6:49 PM. Present Jim Rugh, Roger Birn, Lois Migneault, Mark Girard and Tree Warden Steve Saracino. Absent: John Collins and Paula Samos. Tony Antine and Paula Samos joined the meeting in progress.

The minutes of the October meeting were read. Mr. Antine moved approval, Ms. Migneault seconded and the motion was passed unanimously.

New member Mark Girard was introduced and he provided the committee with his background.

**Tree Warden Report:** Steve Saracino reported that the final draft of the Narragansett Avenue Tree Inventory was presented to the Town Manager and Town Engineer at the posted special meeting on October 22. The Town Manager was in agreement with the overall assessment of the inventory and is going to present it to the Town Council for general approval. The scope of work associated with this inventory would be in phases if the report is accepted. He said that the Town would work with the committee if removals are needed to facilitate understanding of the need by abutters and affected landowners.

An assortment of Western Arborvitae, Norway spruce, upright junipers, and Canadian hemlocks were planted on September 30 by the DPW. The plants were sourced at Schartner Farms, were 6-10' in height and priced between \$40 and \$60. Completing this planting fulfilled the 2012-2013 ATB grant obligation by the Town.

The final package for the 2013 ATB Grant was prepared and submitted to the Division of Environmental Management for reimbursement. The amount to be reimbursed will be \$2,500.00. Once a project is agreed upon there will be meeting with RIDEM to discuss the availability of funds and the level of consideration for our selected project. Mr. Rugh asked if funds could be used to support the efforts of Taylor Point. Ms. Migneault said that there would be a need to plant native tree species. She suggested that since native Atlantic cedar are very difficult to locate at nurseries there might be an opportunity to relocate small trees from private property where they are not wanted and grow them on at the tree nursery. Mr. Rugh noted that there is space and this is an ideal use of the nursery. The Tree Warden will check with the State Urban Foresters about using ATB funds of this purpose.

On Thursday October 15 the Tree Warden and Chairman met with Police Chief Edward Mello to discuss unauthorized tree removals, trimming, and plantings island-wide. The meeting was set up to brief the JPD on our tree removal/trimming/planting permit application and to seek any assistance from the police department to take notice regarding any tree work that is being done by private tree companies, landscapers, and homeowners on Town Right of Way Property without an accepted and approved permit. The idea is to have the officers aware of procedures and to potentially stop and inquire about any work being performed. Chief Mello was receptive to our ideas and stated that he would educate the officers to our procedures and enforcement pertaining to this matter.

## TREE REMOVAL/TRIMMING PERMIT REQUESTS

- **44 Maple Street** – Jerome Gorman (Permit #7) A request was approved to remove a hazardous Maple tree in front of property. Work was completed by Northeastern Tree Service.
- **30 Walcott Avenue** – A request was made to remove large dead limbs/branches on Town trees along High Street/Walcott Ave. along property line. A decision has been made to remove all hazardous branches/limbs and do some selective pruning. Work was completed by Northeastern Tree Service.
- **12 Pardon Tucker Place** – A request was made to remove a hazardous Locust tree adjacent to homeowners' driveway. Numerous limbs have broken off tree from winds and fallen onto to property. A decision has been made to remove tree. Work was completed by Northeastern Tree service.
- **14 Pierce Avenue** – A request was made to remove a hazardous rotted tree in front of property. A decision has been made to selectively thin and prune tree which will be done by the Jamestown DPW.
- **Battery Commission** – A request was made to remove a large limb from a Black Cherry which has broken and is hanging from tree. Work was completed by the DPW.
- **14 Racquet Road** – A request was made to remove two dead trees on Town property adjacent to property. A decision was made to remove trees and completed by the Jamestown DPW.
- **8 Grinnel Street** – A request was made by homeowner to prune and potentially remove trees on property line and private property adjacent to the Fire Station. Homeowner has concerns regarding heavy equipment from the up-coming Fire Station Renovation project running over tree roots that are on property line and potentially creating future hazardous trees. After a discussion with Andy Nota was completed regarding this matter it was decided that this request at this time would not be approved and the topic would be revisited at a later time closer to construction activities.

Under New Business members were reminded that due to term limits both Jim Rugh and Tony Antine must leave the committee at the end of the year. Since there will not be a December meeting elections must be held at the November 22 meeting. There is a need for a Chairman, Vice Chairman and Secretary. All members were urged to volunteer for a position.

**Liaison Report:** Taylor Point Restoration Association: Ms. Migneault reported that a team from a restoration ecology class a URI is developing a development plan for Taylor Point. This plan will identify exiting plants, determine the invasive plants, evaluate the ecology and soil of the site, note erosion areas, etc. Goals are to address beach erosion and to remove invasive plant material and replace it with native plant material. This URI prepared plan will be presented to the Association in December. An online survey to allow residents to have input will be coming soon.

Ms. Migneault moved and Mr. Rugh seconded a motion to adjourn. This passed unanimously and the meeting adjourned at 7:52 PM

Approved: November 24, 2015

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the September 22, 2015 Meeting

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

Richard Boren  
Joseph Logan  
Dean Wagner  
Richard Cribb  
Judith Bell  
Terence Livingston  
Edward Gromada

Also present: Brenda Hanna, Stenographer  
Chris Costa, Zoning Officer  
Andrew Nota, Town Administrator  
Michael Gray, Public Works Director  
James Bryer, Fire Chief  
Pat Westall, Zoning Clerk  
Wyatt Brochu, Counsel

MINUTES

Minutes of August 18, 2015

A motion was made by Joseph Logan and seconded by Richard Cribb to accept the minutes of the August 18, 2015 meeting as presented.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Dean Wagner, Richard Cribb, and Judith Bell voted in favor of the motion.

Terence Livingston and Edward Gromada were not seated and Richard Allphin was absent.

CORRESPONDENCE

A letter dated August 15, 2015 from Christian Infantolino, Esq. requesting that the application of Christian Smith be continued to the next regular meeting in October.

There will not be a quorum to hear this application at the October meeting.

#### Smith

A motion was made by Joseph Logan and seconded by Dean Wagner to continue the application of Christian Smith to the November 17, 2015 meeting.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Dean Wagner, Richard Cribb, and Judith Bell voted in favor of the motion.

Terence Livingston and Edward Gromada were not seated and Richard Allphin was absent.

#### NEW BUSINESS

##### Town of Jamestown

A motion was made by Richard Boren and seconded by Joseph Logan to grant the request of Town of Jamestown whose property is located at 50 Narragansett Avenue, and further identified as Assessor's Plat 8, Lots 476, 871 and 161 for Variances and Special Use Permits as follows:

1. Special Use Permit under Article 3, table 3.1.
2. Special Use Permit under Article 11 entitled "Jamestown Village Special Development District", section 82-1109.
3. Special Use Permit under Article 7 entitled "Nonconforming Uses", section 82-704.
4. Setback Variances under Article 3, table 3.2, distance to side yard 20 feet required.
5. Minimum lot size under Article 3, table 3.2, 40,000 square feet required.
6. Minimum lot frontage/lot width for museum lot. Width 120' on Coronado and 59.0 on Narragansett.
7. Special Use Permit and Variance from Article 12, entitled "Parking Regulations", section 82-1205 entitled "Shared Parking".

8. Variance from Loading Space requirement - section 82-1206.
9. Variance from number of parking spaces required under section 82-1203, 28 spaces required for combined fire station and museum uses. Section 82-1204J, for use of on-street parking spaces.
10. Variance from Village Design Standards. Section 82-1108(3). Requirement for 30% clear glass.
11. Variance from section 82-1111 as to parking locations and standards for the Village overlay. All garages and parking shall be located at least 6 feet behind the principal building façade. Parking is on the side. Vehicular entrances to garages shall be no wider than 18' at the frontage.

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

Regarding the request for a Variance, this Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 606, PARAGRAPHS 1 through 4, and SECTION 607, PARAGRAPH 2. Regarding the request for a Special Use Permit, this Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 602.

This Variance is granted with the following restriction(s):

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

This motion is based on the following findings of fact:

1. Said property is located in a Public Zone and contains 17,550 square feet.
2. Applicant proposes to increase the lot size to 19,724 square feet.
3. The subject property consists of 4 lots that are improved with the following: a single-family residential dwelling, a parking area, Jamestown Fire Station and the Fire Department Museum.
4. Both applications seek a Special Use Permit, dimensional and other regulatory variances.
5. Lots 476,161, and 871 are owned by the Town of Jamestown, and Lot 479 is owned by The Jamestown Fire Department, which is a separate non-profit corporate entity.
6. The development proposal is to demolish the single family dwelling, remove the parking lot, and to construct a 2-story addition on the west side of the existing Fire Station. The

addition has 7,544 square feet of useable interior space on two floors, and a footprint of 3,935 square feet.

7. An earlier addition to the east side of Jamestown Fire Station was built straddling the lot line between Lots 161 and 479.
8. A utility easement is provided over Lot 479 to accommodate the existing underground electric service for the Fire Station.
9. A shared parking agreement has been submitted for shared parking and access between the museum and fire station.
10. The subject property is zoned Public. The property is also within the Jamestown Special Village Development Overlay. The specific requests for relief are as follows:
  - A. Special Use Permit under Article 3, table 3.1. Subparagraph IV requires a Special Use Permit for a Fire Station or Museum in a Public zone.
  - B. Special Use Permit under Article 11 entitled "Jamestown Village Special Development District", section 82-1109.
  - C. Special Use Permit under Article 7 entitled "Nonconforming Uses", section 82-704.
  - D. Setback Variances under Article 3, table 3.2, distance to side yard 30 feet required. Table 3.2 requires a side yard setback for museums of 30 feet. Fire stations require 20 feet.
  - E. Minimum lot size under Article 3, table 3.2, 40,000 square feet required. The minimum lot size requirement is 40,000 square feet for both uses.
  - F. Minimum lot frontage/lot width for museum lot. Width 120' on Coronado and 59.0 on Narragansett. Minimum lot width is 150 feet.
  - G. Variance from Article 12, entitled "Parking Regulations", section 82-1205 entitled "Shared Parking".
  - H. Variance from Loading Space requirement - section 82-1206.
  - I. Variance from number of parking spaces required under section 82-1203, 28 spaces required for combined fire station and museum uses. Section 82-1204J, for use of on-street parking spaces. A calculation of required parking spaces results in the need for 28 spaces. The plan calls for a total of 26 spaces for the benefit of both the fire station and museum. The plan satisfies the required number of parking spaces if two on street spaces are counted.



- J. Variance from Village Design Standards. Section 82-1108(3). Requirement for 30% clear glass. 29% clear glass is provided.
- K. Variance from section 82-1111 as to parking locations and standards for the Village overlay. All garages and parking shall be located at least 6 feet behind the principal building façade. Parking is on the side. Vehicular entrances to garages shall be no wider than 18' at the frontage.

11. The total parking space requirement for the Fire Station is 24 spaces, as determined by the Zoning Officer, based on the calculation of 1 space per 400 square feet of livable floor area. The total parking spaces required for the museum are 4 spaces. The proposal includes 26 parking spaces on the subject properties with 2 on-street parking spaces. A variance is being sought for using the 2 on-street parking spaces in a Public Zone.

12. A traffic study has been submitted by Crossman Engineering dated July 13, 2015. The Public Works Director reviewed this study and provided a memorandum dated July 21, 2015 to the Technical Review Committee in concurrence with the findings of the traffic study that the proposal will not have a detrimental impact on the adjacent streets.

13. A drainage analysis has been submitted by Crossman Engineering dated July 15, 2015. The Public Works Director reviewed this analysis and provided a memorandum dated July 21, 2015 to the Technical Review Committee in concurrence with the findings of the drainage analysis that the proposal will result in negligible alteration of the storm water runoff.

14. The Planning Commission unanimously approved the Applicants' Combined Master Plan and Preliminary Plan application, Administrative Subdivision application, and Development Plan Review application, and recommended approval of this application for a Special Use Permit and variances on September 14, 2015.

15. The proposed development is consistent with the Comprehensive Community Plan because it promotes the overriding goal as stated in the preamble that "Jamestown should live within its means, both fiscally and environmentally." and "Government should be small, responsive and largely dependent on volunteers" The design is compatible with the character of the neighborhood in which it is located, and it consolidates the Emergency Medical Services functions adjacent to the fire

station. (Policy #land Action e. from Public Services and Facilities).

16. Credible expert witness testimony was presented that the proposed development satisfies the requirements of Section 82-600, specifically:

- A. There is adequate ingress and egress to the lot, and setting the addition back from the street will enhance pedestrian safety.
- B. There is adequate off street parking. The plan provides parking for 26 cars where 28 are required. Although counting on street parking is not allowed in a Public zone, this parcel abuts a CD zone where on street parking is allowed, and the plan provides two on street parking spaces in front of the museum.
- C. Neither the fire station nor the museum need a delivery area or loading dock.
- D. Adequate provision has been made for utilities via a utility easement across the museum parcel, and surface water drainage via a cistern and catch basins which feed into the street collection system.
- E. Adequate screening has been provided from residential areas by providing fencing and providing for all emergency ingress and egress from Narragansett Avenue.
- F. Signage is not applicable.
- G. The proposed development respects all required setbacks in the placement of the addition.
- H. The use is compatible with the historic use of the site, and with surrounding commercial use.
- I. There will be no significant negative environmental impacts from the proposal with the conditions of approval.

17. Credible expert witness testimony was presented that the proposed development satisfies the requirements of Section 82-602, specifically:

- A. That the granting of a Special Use Permit will not be inimical to public health and safety. Specifically, expert testimony was presented that the fire station in its current location best serves public safety as it is centrally located to the concentration of emergency calls. The addition will accommodate state of the art equipment which is designed to provide a cab for safe transport of firemen and provide an adequate storage tank for water. Lastly the proposed addition will provide adequate sleeping and bathroom facilities for EMS personnel who work in shifts 24 hours per day.

- B. That the granting of a Special Use Permit will not substantially or permanently injure the use of property in the surrounding area.
18. Credible expert witness testimony was presented that the proposed development satisfies the requirements of Section 82-606, specifically:
- A. There is no other reasonable alternative to enjoy a legally permitted use. (see definitions, sec 161b). Specifically, the conditions requiring dimensional variances relate only to existing buildings, wherein the existing lot line runs through the fire station. The proposed addition respects zoning setback requirements.
  - B. The hardship from which the Town and Jamestown Fire Department seek relief is due to the unique characteristics of their respective lots, and relate to existing structures.
  - C. The hardship does not result from prior action of the applicant. This condition was created approximately 90 years ago, and before the enactment of the zoning code.
  - D. The granting of these variances will not alter the general character of the surrounding area or impair the intent of the ordinance or the Comprehensive Plan. Specifically, the addition is in keeping with the general character of the surrounding area as it enhances an existing use, and is generally compatible with other uses in the commercial district.
  - E. The relief granted is the least relief necessary. All dimensional variance requests relate solely to existing conditions, and correct the boundary line between the two properties. Other regulatory variances relate primarily to the promotion of retail trade in the Special Development District by moving the building forward to the street line and providing for parking in the rear. Existing conditions make these requirements impossible to fulfill.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Richard Cribb, Judith Bell, and Terence Livingston voted in favor of the motion.

Edward Gromada was not seated and Richard Allphin was absent and Dean Wagner recused himself.

Jamestown Fire Dept.

A motion was made by Richard Boren and seconded by Joseph Logan to grant the request of Jamestown Fire Department whose property is located at 50 Narragansett Avenue, and further identified as Assessor's Plat 8, Lot 479 for Variances and Special Use Permits as follows:

1. Special Use Permit under Article 3, table 3.1.
2. Special Use Permit under Article 11 entitled "Jamestown Village Special Development District", section 82-1109.
3. Special Use Permit under Article 7 entitled "Nonconforming Uses", section 82-704.
4. Setback Variances under Article 3, table 3.2, distance to side yard 30 feet required.
5. Minimum lot size under Article 3, table 3.2, 40,000 square feet required.
6. Minimum lot frontage/lot width for museum lot. Width 120' on Coronado and 59.0 on Narragansett.
7. Special Use Permit and Variance from Article 12, entitled "Parking Regulations", section 82-1205 entitled "Shared Parking".
8. Variance from Loading Space requirement - section 82-1206.
9. Variance from number of parking spaces required under section 82-1203, 28 spaces required for combined fire station and museum uses. Section 82-1204J, for use of on-street parking spaces.
10. Variance from Village Design Standards. Section 82-1108(3). Requirement for 30% clear glass.
11. Variance from section 82-1111 as to parking locations and standards for the Village overlay. All garages and parking shall be located at least 6 feet behind the principal building façade. Parking is on the side. Vehicular entrances to garages shall be no wider than 18' at the frontage.

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

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

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

This Variance is granted with the following restriction(s):

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

This motion is based on the following findings of fact:

1. Said property is located in a Public Zone and contains 8,774 square feet.
2. The subject property consists of 4 lots that are improved with the following: a single-family residential dwelling, a parking area, Jamestown Fire Station and the Fire Department Museum.
3. Both applications seek a Special Use Permit, dimensional and other regulatory variances.
4. Lots 476,161, and 871 are owned by the Town of Jamestown, and Lot 479 is owned by The Jamestown Fire Department, which is a separate non-profit corporate entity.
5. The development proposal is to demolish the single family dwelling, remove the parking lot, and to construct a 2-story addition on the west side of the existing Fire Station. The addition has 7,544 square feet of useable interior space on two floors, and a footprint of 3,935 square feet.
6. An earlier addition to the east side of Jamestown Fire Station was built straddling the lot line between Lots 161 and 479.
7. A utility easement is provided over Lot 479 to accommodate the existing underground electric service for the Fire Station.
8. A shared parking agreement has been submitted for shared parking and access between the museum and fire station.
9. The subject property is zoned Public. The property is also within the Jamestown Special Village Development Overlay. The specific requests for relief are as follows:
  - A. Special Use Permit under Article 3, table 3.1. Subparagraph IV requires a Special Use Permit for a Fire Station or Museum in a Public zone.
  - B. Special Use Permit under Article 11 entitled "Jamestown Village Special Development District", section 82-1109.

- C. Special Use Permit under Article 7 entitled "Nonconforming Uses", section 82-704.
- D. Setback Variances under Article 3, table 3.2, distance to side yard 30 feet required. Table 3.2 requires a side yard setback for museums of 30 feet. Fire stations require 20 feet.
- E. Minimum lot size under Article 3, table 3.2, 40,000 square feet required. The minimum lot size requirement is 40,000 square feet for both uses.
- F. Minimum lot frontage/lot width for museum lot. Width 120' on Coronado and 59.0 on Narragansett. Minimum lot width is 150 feet.
- G. Variance from Article 12, entitled "Parking Regulations", section 82-1205 entitled "Shared Parking".
- H. Variance from Loading Space requirement - section 82-1206.
- I. Variance from number of parking spaces required under section 82-1203, 28 spaces required for combined fire station and museum uses. Section 82-1204J, for use of on-street parking spaces. A calculation of required parking spaces results in the need for 28 spaces. The plan calls for a total of 26 spaces for the benefit of both the fire station and museum. The plan satisfies the required number of parking spaces if two on street spaces are counted.
- J. Variance from Village Design Standards. Section 82-1108(3). Requirement for 30% clear glass. 29% clear glass is provided.
- K. Variance from section 82-1111 as to parking locations and standards for the Village overlay. All garages and parking shall be located at least 6 feet behind the principal building façade. Parking is on the side. Vehicular entrances to garages shall be no wider than 18' at the frontage.

10. The total parking space requirement for the Fire Station is 24 spaces, as determined by the Zoning Officer, based on the calculation of 1 space per 400 square feet of livable floor area. The total parking spaces required for the museum are 4 spaces. The proposal includes 26 parking spaces on the subject properties with 2 on-street parking spaces. A variance is being sought for using the 2 on-street parking spaces in a Public Zone.

11. A traffic study has been submitted by Crossman Engineering dated July 13, 2015. The Public Works

Director reviewed this study and provided a memorandum dated July 21, 2015 to the Technical Review Committee in concurrence with the findings of the traffic study that the proposal will not have a detrimental impact on the adjacent streets.

12. A drainage analysis has been submitted by Crossman Engineering dated July 15, 2015. The Public Works Director reviewed this analysis and provided a memorandum dated July 21, 2015 to the Technical Review Committee in concurrence with the findings of the drainage analysis that the proposal will result in negligible alteration of the storm water runoff.
13. The Planning Commission unanimously approved the Applicants' Combined Master Plan and Preliminary Plan application, Administrative Subdivision application, and Development Plan Review application, and recommended approval of this application for a Special Use Permit and variances on September 14, 2015.
14. The proposed development is consistent with the Comprehensive Community Plan because it promotes the overriding goal as stated in the preamble that "Jamestown should live within its means, both fiscally and environmentally." and "Government should be small, responsive and largely dependent on volunteers" The design is compatible with the character of the neighborhood in which it is located, and it consolidates the Emergency Medical Services functions adjacent to the fire station. (Policy #land Action e. from Public Services and Facilities).
15. Credible expert witness testimony was presented that the proposed development satisfies the requirements of Section 82-600, specifically:
  - A. There is adequate ingress and egress to the lot, and setting the addition back from the street will enhance pedestrian safety.
  - B. There is adequate off street parking. The plan provides parking for 26 cars where 28 are required. Although counting on street parking is not allowed in a Public zone, this parcel abuts a CD zone where on street parking is allowed, and the plan provides two on street parking spaces in front of the museum.
  - C. Neither the fire station nor the museum need a delivery area or loading dock.
  - D. Adequate provision has been made for utilities via a utility easement across the museum parcel, and surface

water drainage via a cistern and catch basins which feed into the street collection system.

- E. Adequate screening has been provided from residential areas by providing fencing and providing for all emergency ingress and egress from Narragansett Avenue.
- F. Signage is not applicable.
- G. The proposed development respects all required setbacks in the placement of the addition.
- H. The use is compatible with the historic use of the site, and with surrounding commercial use.
- I. There will be no significant negative environmental impacts from the proposal with the conditions of approval.

16. Credible expert witness testimony was presented that the proposed development satisfies the requirements of Section 82-602, specifically:

- A. That the granting of a Special Use Permit will not be inimical to public health and safety. Specifically, expert testimony was presented that the fire station in its current location best serves public safety as it is centrally located to the concentration of emergency calls. The addition will accommodate state of the art equipment which is designed to provide a cab for safe transport of firemen and provide an adequate storage tank for water. Lastly the proposed addition will provide adequate sleeping and bathroom facilities for EMS personnel who work in shifts 24 hours per day.
- B. That the granting of a Special Use Permit will not substantially or permanently injure the use of property in the surrounding area.

17. Credible expert witness testimony was presented that the proposed development satisfies the requirements of Section 82-606, specifically:

- A. There is no other reasonable alternative to enjoy a legally permitted use. (see definitions, sec 161b). Specifically, the conditions requiring dimensional variances relate only to existing buildings, wherein the existing lot line runs through the fire station. The proposed addition respects zoning setback requirements.
- B. The hardship from which the Town and Jamestown Fire Department seek relief is due to the unique characteristics of their respective lots, and relate to existing structures.
- C. The hardship does not result from prior action of the applicant. This condition was created approximately 90 years ago, and before the enactment of the zoning code.



- D. The granting of these variances will not alter the general character of the surrounding area or impair the intent of the ordinance or the Comprehensive Plan. Specifically, the addition is in keeping with the general character of the surrounding area as it enhances an existing use, and is generally compatible with other uses in the commercial district.
- E. The relief granted is the least relief necessary. All dimensional variance requests relate solely to existing conditions, and correct the boundary line between the two properties. Other regulatory variances relate primarily to the promotion of retail trade in the Special Development District by moving the building forward to the street line and providing for parking in the rear. Existing conditions make these requirements impossible to fulfill.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Richard Cribb, Judith Bell, and Terence Livingston voted in favor of the motion.

Edward Gromada was not seated and Richard Allphin was absent and Dean Wagner recused himself.

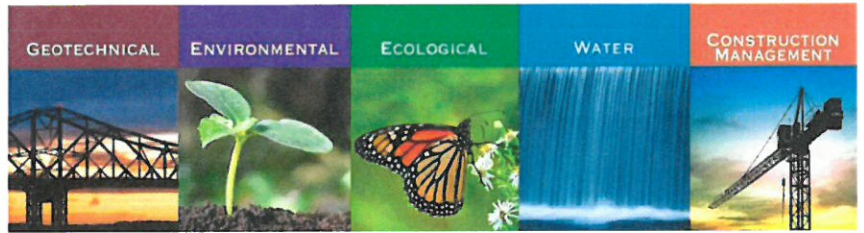
#### Solicitor's Report

Nothing at this time.

#### ADJOURNMENT

A motion was made and seconded to adjourn at 8:25 p.m.

The motion carried unanimously.



**Third Quarter 2015**

**Environmental Monitoring Report  
Former Jamestown Landfill  
Jamestown, Rhode Island  
File No. 32220.27**

**Submitted to:**

Rhode Island Department of Environmental Management  
Providence, Rhode Island

**November 30, 2015**

**Proactive By Design.  
Our Company Commitment**

**GZA GeoEnvironmental, Inc.**

530 Broadway | Providence, Rhode Island 02909  
401-421-4140

27 Offices Nationwide  
[www.gza.com](http://www.gza.com)



Proactive by Design

GEOTECHNICAL  
ENVIRONMENTAL  
ECOLOGICAL  
WATER  
CONSTRUCTION  
MANAGEMENT

530 Broadway  
Providence, RI 02909  
401.421.4140  
www.gza.com



November 30, 2015  
File No. 32220.27

Mr. Mark Dennen  
Rhode Island Department of Environmental Management  
Office of Waste Management  
235 Promenade Street, 3<sup>rd</sup> Floor  
Providence, Rhode Island 02908

Re: Third Quarter 2015 *Environmental Monitoring Report*  
Former Jamestown Landfill  
Jamestown, Rhode Island

Dear Mr. Dennen:

On behalf of our client, the Town of Jamestown, GZA GeoEnvironmental, Inc. (GZA) is pleased to submit this *Environmental Monitoring Report*. The report presents the results of the Third Quarter 2015 post-closure environmental monitoring round conducted at the former Jamestown Landfill (the Site) located on North Main Road in Jamestown, Rhode Island. A summary of our findings and conclusions from this monitoring round are presented on pages 7 and 8 of the report.

Groundwater and methane monitoring were conducted in accordance with the applicable requirements of RIDEM's January 1997 *Solid Waste Regulation No. 2 (Solid Waste Landfills)* and the Site's *Revised Environmental Monitoring Plan (EMP)* dated October 4, 2004, as amended through November 2005. Additionally, as requested by the Town, GZA included monitoring locations GZ-1, GZ-8 and GZ-9 in the quarterly sampling and analytical program.


We trust that this report fulfills your present needs. Please feel free to call Erik Beloff or Ed Summerly at (401) 421-4140 if you have any questions or comments.

Very truly yours,

GZA GEOENVIRONMENTAL, INC.

  
Erik M. Beloff  
Assistant Project Manager

  
John P. Hartley  
Consultant/Reviewer

  
Edward A. Summerly, P.G.  
Principal

EAS:lal

cc: Mr. Michael Gray, Town of Jamestown (1 copy and PDF)

J:\ENV\32220.27.EMB\Report\September 2015\Text\32220.27 Cover Letter.docx



Proactive by Design



## TABLE OF CONTENTS

	<u>Page</u>
1.00 INTRODUCTION	1
2.00 GROUNDWATER SAMPLING AND LANDFILL GAS SURVEY	1
2.10 GROUNDWATER SAMPLING	1
2.20 PERIMETER LANDFILL GAS SURVEY	2
3.00 GROUNDWATER SCREENING AND ANALYTICAL RESULTS	3
3.10 FIELD SCREENING PARAMETERS	3
3.20 INORGANIC ANALYTES	3
3.30 VOLATILE ORGANIC COMPOUNDS	4
3.40 WATER QUALITY PARAMETERS	5
3.50 QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)	5
4.00 COMPARISON OF CURRENT RESULTS WITH PREVIOUS RESULTS	5
4.10 INORGANIC ANALYTES	6
4.20 VOLATILE ORGANIC COMPOUNDS	6
5.00 STATISTICAL DATA EVALUATION	7
6.00 CONCLUSIONS AND RECOMMENDATIONS	7

### **TABLES**

TABLE 1	SUMMARY OF STABILIZED GROUNDWATER SCREENING RESULTS
TABLE 2	SUMMARY OF DETECTED APPENDIX A GROUNDWATER ANALYTICAL RESULTS
TABLE 3	LOWER 95% CONFIDENCE LIMIT FOR COMPARING THE MEAN OF THE SAMPLE RESULT TO THE STANDARD

### **FIGURES**

FIGURE 1	LOCUS PLAN
FIGURE 2	GROUNDWATER CONTOUR PLAN - THIRD QUARTER 2015

### **APPENDICES**

APPENDIX A	LIMITATIONS
APPENDIX B	LABORATORY CERTIFICATES OF ANALYSIS
APPENDIX C	TIME SERIES PLOTS



Proactive by Design

GEOTECHNICAL  
ENVIRONMENTAL  
ECOLOGICAL  
WATER  
CONSTRUCTION  
MANAGEMENT

530 Broadway  
Providence, RI 02909  
401.421.4140  
www.gza.com

## 1.00 INTRODUCTION

This report describes the third quarterly round of post-closure groundwater and perimeter landfill gas monitoring for 2015 performed at the former Jamestown Landfill (Site) located off North Main Road in Jamestown, Rhode Island (see Figure 1 - *Locus Plan*). GZA GeoEnvironmental, Inc. (GZA) performed this monitoring on behalf of the Town of Jamestown for their submission to the Rhode Island Department of Environmental Management (RIDEM) to address applicable requirements of RIDEM's *Solid Waste Regulation No. 2* (Solid Waste Landfills) dated January 1997 and the Site's *Revised Environmental Monitoring Plan* dated October 4, 2004, as amended on November 29, 2005.

This round included the sampling of monitoring well GZ-1 as requested by the Town at a public workshop held on October 27, 2008. It also contains the laboratory results from samples collected from the two more recently installed monitoring wells; GZ-8 and GZ-9.

A summary of our findings and conclusions from this monitoring round are presented on pages 7 and 8 of this report. This report is subject to the limitations contained in Appendix A.

The purpose of this monitoring was to:

- Continue the assessment of groundwater quality at and in the vicinity of the Site including the detection and evaluation of contaminants (if any) derived from former waste disposal operations; and
- Evaluate the potential for off-Site migration of methane due to waste decomposition.

This report includes: well-specific field measurements; a summary of sampling and analytical results; methane monitoring results; a statistical evaluation of the data; and conclusions and recommendations.

## 2.00 GROUNDWATER SAMPLING AND LANDFILL GAS SURVEY

GZA personnel were onsite to collect groundwater samples from the 11 program wells and perform the perimeter landfill gas survey (LGS) on September 21 and 22, 2015. The following paragraphs briefly describe our field procedures.

### 2.10 GROUNDWATER SAMPLING

On September 21, 2015, groundwater samples were collected from 8 of the 11 groundwater monitoring wells. The wells included GZ-1, GZ-2, GZ-3, GZ-4, GZ-7S, GZ-7D, GZ-8 and GZ-9. GZA returned to the Site on September 22, 2015 and collected samples from the three remaining wells, GZ-5, GZ-6 and POT-1/PWSW. Groundwater well locations are shown on Figure 2, *Groundwater Contour Plan – September 2015*. Depth to groundwater was measured and recorded at all 11 program wells prior to purging and sampling; including those that were retained in the EMP for groundwater elevation contouring purposes. Table 1 summarizes the depth to groundwater, elevation data and field-screening results.



Proactive by Design

Groundwater sampling was conducted in general accordance with the United States Environmental Protection Agency's (USEPA) July 30, 1996 *Low Stress (low flow) Purging and Sampling Procedure* (Low Flow SOP), revised January 19, 2010. In previous rounds, the sample from GZ-9 was turbid, which resulted, in our opinion, in elevated inorganic concentrations in the sample. To address this, monitoring well GZ-9 was purged for an extended period of time in an effort to remove suspended solids.

The samples were screened and/or analyzed for five field-screening parameters (pH, specific conductance, temperature, dissolved oxygen and turbidity), 15 metals employing EPA Method 6020A and 47 volatile organic compounds (VOCs) by EPA Method 8260C specified for detection monitoring in Appendix A of RIDEM's *Solid Waste Regulation No. 2*. The groundwater sample from the well on Lot 47, designated POT-1/PWSW was analyzed for VOCs by EPA Method 524.2, for nitrate by Method 353.2 and total coliform bacteria by Method 9221B as required by the Site-wide EMP referenced above.

Samples were collected in preserved containers supplied by the laboratory and placed on ice for transport under chain-of-custody (attached in Appendix B) to Spectrum Analytical Inc. (formerly Mitkem) in North Kingstown, Rhode Island; a RI Department of Health certified laboratory, for testing (Certification # LAI00301).

#### 2.20 PERIMETER LANDFILL GAS SURVEY

As previously noted in the March 2015 *Monitoring Report*, seven LFG monitoring probes (SG-2, SG-3, SG-6, SG-8, SG-10, SG-12 and SG-13) were removed/destroyed during landfill closure activities and installation of the engineered cap. On June 23, 2015, GZA personnel installed 15 new permanent landfill gas monitoring locations to replace each of these seven destroyed locations and the seven remaining existing probes as part of routine maintenance activities.

The new permanent probes were roughly evenly spaced around the perimeter of the property boundary. The new probes were constructed of ½" I.D. black carbon steel and driven to a depth of approximately 4-feet below ground surface. The bottom 12" of the probes were screened with 1/8" holes. Upon completion of the installation, GZA conducted a perimeter landfill gas survey. The monitoring was conducted to evaluate the potential for migration of landfill gas (specifically methane) to off-Site receptors. The methane monitoring was conducted in general accordance with GZA's standard operating procedure (SOP) 4.5 *Landfill Gas Monitoring* and the EPA's guidance document number EPA 600/R-05/123A dated September 2005 titled *Guidance for Evaluating Landfill Gas Emissions From Closed or Abandoned facilities.*

On September 21, 2015, the monitoring was performed at all 15 new permanent landfill gas monitoring locations (see Figure 1). Soil gas was extracted and screened using a LANDTEC GEM 5000® infra-red gas analyzer. The instrument was field-calibrated prior to its use with a mixture of methane (100 parts per million [ppm]) in air. The following tables present the results of the landfill gas screening for this quarter.



### PERIMETER LANDFILL GAS SCREENING – SEPTEMBER 21, 2015

<u>Location</u>	<u>% Methane (CH<sub>4</sub>)</u>	<u>% LEL</u>	<u>% Oxygen (O<sub>2</sub>)</u>	<u>% Carbon Dioxide (CO<sub>2</sub>)</u>
SG-1	<0.1	<0.1	19.5	1.7
SG-2	<0.1	<0.1	19.2	2.2
SG-3	<0.1	<0.1	18.8	2.5
SG-4	<0.1	<0.1	20.7	0.4
SG-5	<0.1	<0.1	18.4	2.8
SG-6	<0.1	<0.1	19.4	1.3
SG-7	<0.1	<0.1	19.5	1.5
SG-8	<0.1	<0.1	20.3	0.4
SG-9	<0.1	<0.1	20.4	0.2
SG-10	<0.1	<0.1	20.2	0.4
SG-11	<0.1	<0.1	20.4	0.3
SG-12	<0.1	<0.1	20.5	0.2
SG-13	<0.1	<0.1	20.6	0.2
SG-14	<0.1	<0.1	20.5	0.4
SG-15	<0.1	<0.1	20.5	0.4

Methane was not detected in any of the soil gas samples screened. RIDEM regulations require that all solid waste management facilities demonstrate that methane levels do not exceed 25% of the Lower Explosive Limits (LEL) at the facility’s property boundaries. These monitoring results were compliant with this requirement.

### 3.00 GROUNDWATER SCREENING AND ANALYTICAL RESULTS

The results of field-screening and groundwater monitoring for the last four quarterly rounds are summarized in Tables 1 and 2. The laboratory Certificates of Analysis are provided in Appendix B. A discussion of these testing results follows.

#### 3.10 FIELD SCREENING PARAMETERS

During this sampling round, dissolved oxygen (DO), specific conductance, turbidity and temperature were screened in the field prior to sample collection at each monitoring location (see Table 1). These field parameters serve as indirect measurements of water quality and are used to assess well stabilization under the low-flow purging and sampling protocol. The screening levels observed during this monitoring round are fairly typical for New England groundwaters, but suggest that the landfill has had some impact on groundwater quality.

#### 3.20 INORGANIC ANALYTES

As shown in Table 2, 10 of the 15 target inorganic analytes were detected in the groundwater samples collected during this sampling round. There were no exceedances of the *National Primary Drinking Water Regulation* Maximum Contaminant Levels (MCLs) for inorganics in samples collected during this round.



The USEPA has not established *National Primary Drinking Water Regulations* for all of the detected metals. Because of this, we have also listed USEPA’s Regional Screening Levels (RSLs) for the detected parameters, from the four most recent monitoring rounds, as a point of comparison. As shown on Table 2, the concentrations of cobalt in samples from monitoring wells GZ-1 (8.9 µg/L), GZ-2 (260 µg/L), GZ-5 (33 µg/L) and GZ-9 (7 µg/L) exceeded the RSL (6.0 µg/L).

Inorganic elements are naturally occurring; therefore, variability in concentrations across the Site are to some degree the result of natural variations in soil and bedrock characteristics, and the amount of suspended particles within individual samples. As noted above, low-flow/low-stress sampling methods were employed during this and all prior GZA sampling rounds to reduce the potential impact of suspended particles on sample results. Care was taken during the purging and sampling of each location to minimize turbidity levels and achieve stabilized readings below 5 nephelometric turbidity units (NTUs) prior to sample collection. Turbidity in all groundwater samples collected during this round, other than the sample from GZ-9 (68 NTUs), stabilized below the recommended 5 NTU level before sampling. Additional purging of GZ-9 had a noticeable beneficial effect on reducing turbidity levels and consequently inorganic analytes.

### 3.30 VOLATILE ORGANIC COMPOUNDS

VOCs were analyzed by EPA Method 8260C for samples collected from monitoring wells, and by EPA Method 524.2 for the sample collected from POT-1/PWSW. The VOC sample results for the third round of 2015 show six individual VOCs detected in samples collected from wells GZ-2, GZ-7S, GZ-8 and POT-1/PWSW. Sample concentrations were as follows:

Detected VOCs	RIDEM GA Groundwater Objective <sup>A</sup> /Federal MCLs <sup>B</sup> (µg/l)	Location	Result (µg/l)
1,1-Dichloroethane	None/None	POT-1	0.32 J
1,4-Dichlorobenzene	75/75	GZ-8	2.1 J
Cis-1,2-Dichloroethene	70/70	GZ-7S	1.1 J
Chlorobenzene	100/100	GZ-2	5.9
		GZ-7S	1.5 J
		GZ-8	11.0
Dichlorodifluoromethane	None/None	POT-1	1.0
Tetrahydrofuran	None/None	POT-1	1.06

Notes:

- A. Groundwater classified GA are those groundwater resources which the Director (RIDEM) has designated to be suitable for public or private drinking water use without treatment.
- B. MCL indicates the May 2009 National Primary Water Regulations maximum contaminant level.
- C. “J” indicates that the reported concentration was below the method quantitation limits (reporting limits) and is therefore an estimated value.





Proactive by Design

The data demonstrate that there were no exceedances of state or federal groundwater quality standards for VOCs during the third quarter sampling round of 2015.

For more detailed information on specific detections and their monitoring history, refer to Table 2, the laboratory certificates of analysis in Appendix B, and/or the time series plots in Appendix C.

### 3.40 WATER QUALITY PARAMETERS

The samples collected from POT-1/PWSW, were analyzed by EPA Method 353.2 and Standard Method SM9221B for nitrate/nitrite as (N) and total coliform bacteria, respectively.

Nitrate/nitrite as (N) was detected during this monitoring round for the first time since November 2013 in the sample from POT-1. Nitrate/nitrite as (N) was detected at 0.664 mg/L, far beneath the MCL of 10 mg/L. Similiar to previous monitoring rounds, total coliform bacteria was not detected above its reporting limit (RL).

### 3.50 QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)

To assess the potential for non-Site related or laboratory induced contaminants, GZA prepared and analyzed a trip blank concurrent with this round of samples. No organic analytes were detected in this blank.

Method blanks were prepared by the laboratory to provide quality assurance/quality control for the target compounds during analysis. All method blanks during this monitoring round were within the acceptable criteria. The laboratory also prepared laboratory control samples (LCS), laboratory control sample duplicates (LCSD), and evaluated surrogate recoveries during this sampling round for both organic and inorganic parameters. All LCS and LCSD recoveries were within the QC limits for all samples. As such, the data were all of suitable quality for the intended use.

## **4.00 COMPARISON OF CURRENT RESULTS WITH PREVIOUS RESULTS**

Table 2 presents data for detected analytes from the four most recent monitoring rounds (December 2014 through September 2015). This table also presents the applicable regulatory groundwater quality standards and EPA's RSLs for parameters where applicable water quality standards have not been established.

As shown in Table 2, 10 of the 15 target inorganic parameters were detected in groundwater samples collected during this round. Nine of the 10 detected analytes were also found in groundwater samples collected during the three prior sampling rounds. The parameters detected in samples collected during this round (antimony, arsenic, barium, chromium, cobalt, copper, lead, nickel, vanadium and zinc) are naturally-occurring and most are likely being detected due to the very low detection and reporting limits provided by the analytical method now being employed; EPA Method 6020A.



Proactive by Design

All six organic parameters detected in samples collected during this round (1,1-dichloroethane, 1,4-dichlorobenzene, cis-1,2-dichlorobenzene, chlorobenzene, dichlorodifluoromethane and tetrahydrofuran) were observed in one or more of the prior three rounds. Tetrahydrofuran was detected in the sample from POT-1/PWSW for the fifth consecutive time since monitoring began. Benzene, which was detected for the first time since monitoring began in the sample from GZ-7D during the December 2014 round, has not been detected since.

Time series plots were developed for each parameter detected during any of the four most recent monitoring rounds. These plots are provided in Appendix C.

#### 4.10 INORGANIC ANALYTES

The following key observations were noted from our review of inorganic analytes detected during the third round of 2015 as compared to historical results.

- There were no exceedances of any MCLs during this sampling round.
- Lead was detected in the samples collected from well GZ-9 for the eleventh consecutive round.
- Cobalt, as described above, was detected in samples from all 11 groundwater monitoring wells; all within historic concentration ranges. There were exceedances of the cobalt RSL in samples from four of the 11 monitoring wells. Note, the RSLs are not regulatory limits, but rather are provided as a point of reference for evaluation of detected parameters for which MCLs have not been established.

Although there have been fluctuations, refer to the trend analysis provided in Appendix C, inorganic constituent concentrations have remained relatively constant during the quarterly environmental monitoring program. We believe that much of the variation in metals concentrations are related to seasonal fluctuations in groundwater levels that impact the turbidity and suspended solids levels of samples as shown on Table 1.

#### 4.20 VOLATILE ORGANIC COMPOUNDS

The following observations were noted from our review of VOCs detected in samples collected during the third round of 2015 as compared to historical results.

- There were no MCL exceedances during this round.
- Chlorobenzene has been consistently detected at low concentrations in groundwater samples collected from wells GZ-2, GZ-7S and G-8. The current observed chlorobenzene concentrations in the samples from these locations are within historic ranges.
- Dichlorodifluoromethane was detected at a low concentration in the sample from POT-1/PWSW during this round which is typical of most prior rounds.
- Tetrahydrofuran was detected for the fifth consecutive round from POT-1/PWSW. Tetrahydrofuran is a common constituent of PVC plastic glue, and since well POT-1/PWSW is located upgradient of the landfill, its detection is likely related to a nearby off-Site release.



Proactive by Design

As was the case with inorganics, VOC concentrations have remained relatively constant during the quarterly environmental monitoring program.

## 5.00 STATISTICAL DATA EVALUATION

As stated in Section 5.10 of the EMP, a statistical analysis is required for all detected constituents (in groundwater) that are observed at concentrations above the EPA's MCLs. A review of the third quarter 2015 results indicates that no parameters exceeded their action level (*i.e.*, TT or MCL) during the September 2015 monitoring round; therefore, no statistical analysis was required.

Time series plots were generated for detected parameters from this and the three previous sampling rounds. These plots were evaluated for trends and outliers. Sen's Test for trends was performed to evaluate statistically significant trends in the data with respect to time. Six VOCs and 15 inorganic analytes were evaluated resulting in 65 time series plots that are presented in Appendix C.

Sixteen statistically significant trends in contaminant concentrations were identified by the Sen's Tests; one increasing trend and fifteen decreasing trends. These trends were identified for:

- barium increasing in the sample from GZ-4 and decreasing in GZ-7D, GZ-8 and GZ-9;
- cobalt decreasing in the samples from GZ-1, GZ-6, GZ-7D and POT-1;
- nickel decreasing in the samples from GZ-2, GZ-5 and GZ-8;
- lead decreasing in the samples from GZ-9;
- zinc decreasing in the samples from GZ-6, GZ-7S and GZ-9; and
- 1, 1-dichloroethane decreasing in the sample from GZ-2.

Time series plots were also visually evaluated for seasonality and outliers. There do not appear to be significant seasonal fluctuations in concentrations of any of the detected analytes. No outliers were observed in the samples collected during the September 2015 monitoring round.

## 6.00 CONCLUSIONS AND RECOMMENDATIONS

Ten groundwater monitoring wells and the Lot-47 well (POT-1/PWSW) were field-screened and sampled. The samples were analyzed for 15 inorganics and 47 VOCs listed in RIDEM's *Solid Waste Regulations*. Additionally, nitrate/nitrite (as N) and total coliform bacteria analysis was performed on the samples collected from POT-1/PWSW.

The following conclusions were developed based on the results obtained from this and previous sampling rounds.



Proactive by Design

November 30, 2015

Rhode Island Department of Environmental Management

File No. 32220.27

Page | 8

- Six organic and ten inorganic parameters were detected in the groundwater samples collected during this round of groundwater monitoring. There were no exceedances of *National Primary Drinking Water Regulation Maximum Containment Limits* (*i.e.*, MCLs or TTs) for any parameters during this sampling round.
- Lead was detected in the sample from monitoring well GZ-9 for the eleventh consecutive round. The detections were all well below the Action Level of 15 µg/L and concentrations appear to be decreasing.
- Time series plots and trend tests identified 15 statistically significant decreasing trends and one statistically significant increasing trends in groundwater contaminant concentrations.
- Nine target parameters were detected in the sample collected from POT-1/PWSW during this sampling round. All detected parameters were below their respective MCLs/TTs and/or health-based screening criteria (*i.e.*, RSLs), where available. Note that the drinking water analytical method was used for the analysis of VOCs for the samples collected from this well.
- Fifteen new permanent landfill soil gas monitoring locations were installed and screened for methane during the June 2015 round. As stated in the prior report, seven monitoring locations had been removed/destroyed during on-going construction activities and the remaining seven were also replaced as part of routine maintenance. Methane was not detected above the instrument detection limit of 0.1% in any of the 15 screened perimeter soil gas monitoring locations. Methane concentrations were all below RIDEM's regulatory limit (*i.e.*, <25% of the LEL at the property boundaries). Methane has never been detected above the instrument detection limit at the majority of screening locations around the perimeter of the Site.
- Based on groundwater analytical results for samples collected during this round of monitoring, it does not appear that recent construction activities performed at the Site have had any adverse effects on groundwater quality.
- Based on the findings presented herein, assessment monitoring is not required at this time.

The next round of groundwater and soil vapor monitoring will be conducted in December of 2015.

J:\ENV\32220.27.EMB\REPORT\SEPTEMBER 2015\TEXT\32220.27 REPORT TEXT DRAFT.DOCX

## TABLES

**TABLE 1**

**SUMMARY OF STABILIZED GROUNDWATER SCREENING RESULTS  
DECEMBER 2014 TO SEPTEMBER 2015**

*Former Jamestown Landfill - Jamestown, Rhode Island*

Location ID:	GZ-1 (Up-gradient)					GZ-2 (Down-gradient)			
Sampling Date:	UNIT	12/22/2014	3/20/2015	6/23/2015	9/21/2015	12/22/2014	3/19/2015	6/23/2015	9/21/2015
Temperature	°C	10.7	7.8	12.5	12.4	10.8	10.4	12.1	12.9
pH	SU	5.7	5.5	5.7	5.5	5.7	6.3	6.9	6.1
Conductance	mS/cm	0.081	0.084	0.115	0.082	0.091	0.517	0.670	0.412
Dissolved Oxygen	mg/l	7.6	7.1	7.2	4.8	5.4	0.3	0.5	0.4
Turbidity	NTU	4	4	4	4	4	5	4	5
Depth to Water	FT	16.1	6.5	15.1	23.9	8.7	5.7	9.1	13.8
Location ID:	GZ-3 (Down-gradient)					GZ-4 (Cross-gradient)			
Sampling Date:	UNIT	12/22/2014	3/19/2015	6/23/2015	9/21/2015	12/22/2014	3/19/2015	6/23/2015	9/21/2015
Temperature	°C	12.6	9.2	11.1	11.6	11	8.8	12	13.3
pH	SU	5.5	5.3	6.4	4.9	5.5	5.4	6.2	5.1
Conductance	mS/cm	0.129	0.170	0.155	0.118	0.094	0.104	0.105	0.088
Dissolved Oxygen	mg/l	5.2	6.3	7.5	3.2	6.3	6.0	6.6	2.7
Turbidity	NTU	2	2	1	5	4	2	1	5
Depth to Water	FT	9.6	5.9	9.9	14.4	10.3	4.2	10.0	15.8
Location ID:	GZ-5 (Cross-gradient)					GZ-6 (Up-gradient)			
Sampling Date:	UNIT	12/22/2014	3/20/2015	6/23/2015	9/22/2015	12/22/2014	3/20/2015	6/23/2015	9/22/2015
Temperature	°C	13	10.7	17.6	14.1	10.6	9.7	13.6	12.2
pH	SU	5.8	6.2	6.9	6.4	5.6	5.5	7.1	5.1
Conductance	mS/cm	0.089	0.190	0.170	0.110	0.072	0.075	0.089	0.067
Dissolved Oxygen	mg/l	2.5	0.3	0.9	3.5	8.2	6.6	7.0	2.6
Turbidity	NTU	5	2.0	5.0	5.0	4	2	5	5
Depth to Water	FT	30.7	15.1	25.1	32.9	23.4	12.4	19.3	27.9

Notes:

1. Temperature, pH, Conductance and Dissolved Oxygen were measured in the field using a YSI Pro multimeter. Turbidity was measured in the field using a Lamotte 2000 Turbidity Meter.
2. Turbidity below 5 NTUs could not be achieved after 2 hours of well purging at a low flow rate (<0.4 L/min).
3. Depth to water not recorded due to damaged well.

**TABLE 1**

**SUMMARY OF STABILIZED GROUNDWATER SCREENING RESULTS  
DECEMBER 2014 TO SEPTEMBER 2015**

*Former Jamestown Landfill - Jamestown, Rhode Island*

Location ID:	GZ-7D (Down-gradient)				GZ-7S (Down-gradient)				
Sampling Date:	UNIT	12/22/2014	3/19/2015	6/23/2015	9/21/2015	12/22/2014	3/19/2015	6/23/2015	9/21/2015
Temperature	°C	12.4	9.9	12.5	15.6	11.8	10.6	12.7	12.4
pH	SU	6.2	6.4	6.5	7.0	6.2	6.3	6.4	6.6
Conductance	mS/cm	0.278	0.325	0.449	0.357	0.624	0.634	0.880	0.071
Dissolved oxygen	mg/l	0.8	2.2	0.2	3.1	0.9	1.8	1.0	1.8
Turbidity	NTU	3	3	4	1	3	3	4	2
Depth to water	FT	24.0	21.0	24.4	28.3	23.0	18.7	23.6	27.5
Location ID:	POT-1 (Lot 47)				GZ-8 (Down-gradient)				
Sampling Date:	UNIT	12/22/2014	3/20/2015	6/23/2015	9/21/2015	12/22/2014	3/20/2015	6/23/2015	9/21/2015
Temperature	°C	11.4	10.1	11.2	11.6	12.3	11.6	12.4	12.3
pH	SU	6.9	7.3	8.7	6.8	6.1	6.2	6.4	7.6
Conductance	mS/cm	0.225	0.233	0.277	0.181	0.598	0.576	0.730	0.710
Dissolved oxygen	mg/l	0.2	0.1	0.1	0.4	0.4	1.0	0.2	0.2
Turbidity	NTU	2	5	5	5	3	3	1	4
Depth to water	FT	20.6	11.5	17.1	24.9	31.4	25.6	32.9	38.0
Location ID:	GZ-9 (Down-gradient)								
Sampling Date:	UNIT	12/22/2014	3/20/2015	6/23/2015	9/21/2015				
Temperature	°C	11.1	8.7	13.8	14.4				
pH	SU	6.4	6.6	6.7	7.7				
Conductance	mS/cm	0.116	0.117	0.162	0.142				
Dissolved oxygen	mg/l	1.6	1.6	1.2	0.7				
Turbidity	NTU	10 <sup>-2</sup>	12 <sup>-2</sup>	19 <sup>-2</sup>	68 <sup>-2</sup>				
Depth to water	FT	20.2	NR	19.7	24.4				

Notes:

1. Temperature, pH, Conductance and Dissolved Oxygen were measured in the field using a YSI Pro multimeter. Turbidity was measured in the field using a Lamotte 2000 Turbidity meter
2. Turbidity below 5 NTUs could not be achieved after 2 hours of well purging at a low flow rate (<0.4 L/min).
3. EA-3 was retained to aid in groundwater contouring. Depth to water during each of the last four quarters was 27.9, 7.5, 16.1 and 16.6 feet.

**TABLE 2**  
**SUMMARY OF DETECTED APPENDIX A**  
**GROUNDWATER ANALYTICAL RESULTS**  
**DECEMBER 2014 THROUGH SEPTEMBER 2015**

*Former Jamestown Landfill - Jamestown, Rhode Island*

Parameters	Method Reporting Limit	MCL*	USEPA Regional Screening Level	GZ-1 (Up-gradient)				GZ-2 (Down-gradient)				GZ-3 (Down-gradient)				GZ-4 (Cross-gradient)			
				12/22/2014	3/20/2015	6/23/2015	9/21/2015	12/22/2014	3/19/2015	6/23/2015	9/21/2015	12/22/2014	3/19/2015	6/23/2015	9/21/2015	12/22/2014	3/19/2015	6/23/2015	9/21/2015
<b>Volatile Organics: (µg/l)</b>																			
Benzene	5	5	0.45	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chlorobenzene	5	100	78	ND	ND	ND	ND	5.7	5.4	6.7	5.9	ND	ND	ND	ND	ND	ND	ND	ND
Dichlorodifluoromethane	5	NONE	200	ND	ND	ND	ND	ND	ND	ND	ND	0.74 J	ND	ND	ND	ND	ND	ND	ND
1,1-Dichloroethane	5	NONE	2.7	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,4-Dichlorobenzene	5	75	0.48	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Cis-1,2-Dichloroethene	5	70	36	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Naphthalene	0.5	None	0.17	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Trichloroethene	5	5	0.44	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Tetrahydrofuran	0.64	None	3,400	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
<b>Water Quality Parameters:</b>																			
Total Coliform (cfu/100ml)	20	<5% <sup>4</sup>	NONE	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS
Nitrate/Nitrite as N (mg/l)	0.25	10 <sup>1</sup> <sup>6</sup>	32,000	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS
<b>Total Metals: (µg/l)</b>																			
Antimony	2	6	7.8	9.5	ND	ND	3.7	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Arsenic	1	10	0.052	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Barium	10	2,000	3,800	ND	ND	ND	ND	48	43	45	57	10	36	12	12	ND	13	ND	10
Beryllium	1	4	25	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Cadmium	1	5	9	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chromium	2	100	NONE	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	2.5	ND	ND
Cobalt	1	NONE	6	8.5	2.6	8.2	8.9	230	220	240	260	ND	ND	ND	ND	ND	ND	ND	ND
Copper	2	1,300 <sup>7</sup>	800	6.5	ND	6.4 B	7.6	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Lead	1	15 <sup>7</sup>	NONE	2.0 B	ND	ND	1.0	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Selenium	5	50	100	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Silver	1	NONE	94	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	1.1	ND	ND
Nickel	1	NONE	390	26	17	25 B	27	39	39	42 B	46	3.1	5	3.5 B	3.7	9.2	13	8.9 B	10
Thallium	1	2	0.2	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Vanadium	5	NONE	86	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Zinc	5	NONE	6,000	24	12	20	20	6.6	9	7.9	8.2	5.1	15	7.7	6.9	15	15	12	12

- Notes:
- \* Results are compared to USEPA's National Primary Drinking Water Regulation maximum contaminant levels (MCLs) updated May 2009 as required by RIDEM's Solid Waste Regulations.
  - ND indicates the parameter was non-detected.
  - USEPA Regional Screening Levels (RSL) promulgated November 2010 and revised in April 2012, May 2014 and January 2015. Note, the RBC for cobalt was previously 11 µg/l.
  - If detected in two consecutive rounds, must sample for fecal coliform and E Coli bacteria.
  - NS indicates parameter not sampled.
  - Groundwater sample from POT-1/PWSW was analyzed employing drinking water methods (524.2).
  - Value is a Treatment Technique Action Level (TT).
  - "J" indicates that the reported concentration is below the method quantitation limits (reporting limits) and is therefore an estimated value.
  - Yellow highlighted values exceed either MCL, TT Action Level or RSL.
  - "B" indicates that the parameter was detected in a blank sample.
  - Turbidity was above 5 NTU at this location at the time of sample collection.
  - Appendix A refers to RIDEM's Appendix A list of hazardous inorganic and organic constituents from solid waste regulation No. 2 Solid Waste Landfills.



**TABLE 2**  
**SUMMARY OF DETECTED APPENDIX A**  
**GROUNDWATER ANALYTICAL RESULTS**  
**DECEMBER 2014 THROUGH SEPTEMBER 2015**

*Former Jamestown Landfill - Jamestown, Rhode Island*

Parameters	Method Reporting Limit	MCL*	USEPA <sup>3</sup> Regional Screening Level	GZ-5 (Cross-gradient)				GZ-6 (Up-gradient)				GZ-7S (Down-gradient)				GZ-7D (Down-gradient)			
				12/22/2014	3/20/2015	6/23/2015	9/22/2015	12/22/2014	3/20/2015	6/23/2015	9/22/2015	12/22/2014	3/19/2015	6/23/2015	9/21/2015	12/22/2014	3/19/2015	6/23/2015	9/21/2015
<b>Volatile Organics: (ppb)</b>																			
Benzene	5	5	0.45	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	0.94 J	ND	ND	ND
Chlorobenzene	5	100	78	ND	ND	ND	ND	ND	ND	ND	ND	2.1 J	1.4 J	2.8 J	1.5 J	ND	ND	ND	ND
Dichlorodifluoromethane	5	NONE	200	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,1-Dichloroethane	5	NONE	2.7	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,4-Dichlorobenzene	5	75	0.48	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Cis-1,2-Dichloroethene	5	70	36	ND	ND	ND	ND	ND	ND	ND	ND	0.98 J	ND	1.1 J	1.1 J	ND	ND	ND	ND
Naphthalene	0.5	None	0.17	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Trichloroethene	5	5	0.44	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Tetrahydrofuran	0.64	None	3,400	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
<b>Water Quality Parameters:</b>																			
Total Coliform (cfu/100ml)	20	<5% <sup>4</sup>	NONE	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS
Nitrate/Nitrite as N (mg/l)	0.25	10/l <sup>4</sup>	32,000	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS
<b>Total Metals: (ug/l)</b>																			
Antimony	2	6	7.8	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Arsenic	1	10	0.052	ND	ND	ND	3.2	ND	ND	ND	ND	ND	ND	ND	2.9	ND	ND	ND	ND
Barium	10	2,000	3,800	ND	ND	ND	26	ND	ND	ND	ND	24	23	20	94	10	ND	ND	ND
Beryllium	1	4	25	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Cadmium	1	5	9	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chromium	2	100	NONE	ND	ND	ND	10	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Cobalt	1	NONE	6	34	59	25	33	3.7	3.2	5.9	3.5	27	35	27	1.0	2.8	2.5	2.9	2.9
Copper	2	1,300	800	ND	ND	ND	7.3	9.9	15	18 B	11	ND	ND	ND	ND	ND	ND	ND	ND
Lead	1	15	NONE	ND	ND	ND	9.9	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Selenium	5	50	100	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Silver	1	NONE	94	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Nickel	1	NONE	390	6.5	4.9	2.9 B	11	17	16	21 B	16	61	76	56 B	4.4	10	7.7	18 B	9.8
Thallium	1	2	0.2	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Vanadium	5	NONE	86	ND	ND	ND	17	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Zinc	5	NONE	6,000	6.2	ND	ND	29	15	13	21	13	24	15	13	ND	ND	ND	ND	ND

- Notes:
- \* Results are compared to USEPA's National Drinking Water Regulations maximum contaminant levels (MCLs) updated May 2009 as required by RIDEM's Solid Waste Regulations.
  - ND indicates the parameter was non-detected.
  - USEPA Regional Screening Levels (RSL) promulgated November 2010 and revised in April 2012. Note, the RBC for cobalt was previously 11 ug/l.
  - If detected in two consecutive rounds, must sample for fecal coliform and E Coli bacteria.
  - NS indicates parameter not sampled.
  - Groundwater sample from POT-1/PWSW was analyzed employing drinking water methods (524.2).
  - Value is a Treatment Technique Action Level (TT).
  - \*J\* indicates that the reported concentration is below the method quantitation limits (reporting limits) and is therefore an estimated value.
  - Yellow highlighted values exceed either MCL, TT Action Level or RSL.
  - "B" indicates that the parameter was detected in a blank sample.
  - Turbidity was above 5 NTU at this location at the time of sample collection.
  - Appendix A refers to RIDEM's Appendix A list of hazardous inorganic and organic constituents from solid waste regulation No. 2 Solid Waste Landfills.

**TABLE 2**  
**SUMMARY OF DETECTED APPENDIX A**  
**GROUNDWATER ANALYTICAL RESULTS**  
**DECEMBER 2014 THROUGH SEPTEMBER 2015**

*Former Jamestown Landfill - Jamestown, Rhode Island*

Parameters	Method Reporting Limit	MCL*	USEPA <sup>3</sup> Regional Screening Level	GZ-8 (Down-gradient)				GZ-9 (Down-gradient)				POT-1 (Lot-47) <sup>(8)</sup>			
				12/22/2014	3/20/2015	6/23/2015	9/21/2015	12/23/2014	3/20/2015	6/23/2015	9/21/2015	12/22/2014	3/20/2015	6/23/2015	9/22/2015
<b>Volatile Organics: (µg/l)</b>															
Benzene	5	5	0.45	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chlorobenzene	5	100	78	11	4.2 J	10	11	ND	ND	ND	ND	ND	ND	ND	ND
Dichlorodifluoromethane	5	NONE	200	ND	ND	ND	ND	ND	ND	ND	ND	1.32	1.09	1.49	1.0
1,1-Dichloroethane	5	NONE	2.7	ND	ND	ND	ND	ND	ND	ND	ND	ND	0.22	ND	0.32 J
1,4-Dichlorobenzene	5	75	0.48	2.2 J	1.2 J	2.0 J	2.1 J	ND	ND	ND	ND	ND	ND	ND	ND
Cis-1,2-Dichloroethene	5	70	36	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Naphthalene	0.5	None	0.17	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Trichloroethene	5	5	0.44	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Tetrahydrofuran	0.64	None	3,400	ND	ND	ND	ND	ND	ND	ND	ND	1.36	0.87	0.73 J	1.06
<b>Water Quality Parameters:</b>															
Total Coliform (cfu/100ml)	20	<5% <sup>4</sup>	NONE	NS	NS	NS	NS	NS	NS	NS	NS	ND	ND	ND	ND
Nitrate/Nitrite as N (mg/l)	0.25	10/l <sup>6</sup>	32,000	NS	NS	NS	NS	NS	NS	NS	NS	ND	ND	ND	0.664
<b>Total Metals: (µg/l)</b>															
Antimony	2	6	7.8	ND	ND	ND	ND	2.1	ND	ND	ND	ND	ND	ND	ND
Arsenic	1	10	0.052	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Barium	10	2,000	3,800	68	63	59	65	14	16	14	23	ND	ND	ND	ND
Beryllium	1	4	25	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Cadmium	1	5	9	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chromium	2	100	NONE	ND	ND	ND	ND	ND	ND	ND	3.4	ND	ND	ND	ND
Cobalt	1	NONE	6	2.7	2.6	2.2	2.8	5.1	5.8	4.8	7	2.3	1.4	1.3	1.3
Copper	2	1,300	800	ND	ND	ND	ND	ND	ND	ND	ND	39	43	5.7 B	5.1
Lead	1	15	NONE	ND	ND	ND	ND	1.7 B	1.4	1.1	3	2.5 B	2	ND	ND
Selenium	5	50	100	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Silver	1	NONE	94	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Nickel	1	NONE	390	31	29	28 B	32	7.7	9.8	8.8 B	12	5.5	3.4	3.3 B	2.8
Thallium	1	2	0.2	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Vanadium	5	NONE	86	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Zinc	5	NONE	6,000	ND	ND	ND	ND	9.5	10	8	14	28	27	ND	ND

- Notes:
- (1) \* Results are compared to USEPA's National Primary Drinking Water Regulations maximum contaminant levels (MCLs) updated May 2009 as required by RIDEEM's Solid Waste Regulations.
  - (2) ND indicates the parameter was non-detected.
  - (3) USEPA Regional Screening Levels (RSL) promulgated November 2010 and revised in April 2012. Note, the RBC for cobalt was previously 11 µg/l.
  - (4) If detected in two consecutive rounds, must sample for fecal coliform and E Coli bacteria.
  - (5) NS indicates parameter not sampled.
  - (6) Groundwater sample from POT-1/PWSW was analyzed employing drinking water methods (524.2).
  - (7) Valac is a Treatment Technique Action Level (TT).
  - (8) \*B\* indicates that the reported concentration is below the method quantitation limits (reporting limits) and is therefore an estimated value.
  - (9) Yellow highlighted values exceed either MCL, TT Action Level or RSL.
  - (10) \*B\* indicates that the parameter was detected in a blank sample.
  - (11) Turbidity was above 5 NTU at this location at the time of sample collection.
  - (12) Appendix A refers to RIDEEM's Appendix A list of hazardous inorganic and organic constituents from solid waste regulation No. 2 Solid Waste Landfills.

**Town of  
Jamestown, Rhode Island**

---

PO Box 377  
Jamestown, RI 02835- 1509  
Phone: (401) 423-7220  
Fax: (401) 423-7229



**Date:** December 3, 2015

**To:** Andrew Nota  
Town Administrator

**From:** Michael Gray  
Public Works Director

**RE:** Bid Award  
Supply of Rip-Rap Materials  
Bay View Drive Revetment Project

---

The Bay View Drive Revetment Project is a shoreline protection facility constructed of stone rip-rap along 400 linear feet of shoreline that was eroded by Tropical Storm Sandy in 2012. This project requires approximately 1300 tons of a filter stone that will be covered by approximately 3000 tons of stone rip-rap. All work will be completed by the Public Works Department.

Bids for the supply and delivery of the rip-rap materials were advertised and received on Dec. 2, 2015 where they were opened and read in public. Bids were received from four material companies. Bids for the filter stone ranged between \$23.45 and \$28.50 per ton and for the rip-rap between \$24.45 and \$40.00 per ton.

**I have reviewed the bids received and recommend the bid be awarded to lowest responsive bidder, Material Sand and Stone Corporation for the following:**

<b>Item 1:</b>	<b>FS-3 Filter Stone</b>	<b>\$23.45 per Ton</b>
<b>Item 2:</b>	<b>R-7 Rip Rap Stone</b>	<b>\$24.45 per Ton</b>

All material must conform to the RI DOT material specifications.



## JAMESTOWN POLICE DEPARTMENT

250 Conanicus Avenue, Jamestown, RI 02835

Tel: (401) 423-1212 Fax: (401) 423-3710

[www.jamestownri.net/police](http://www.jamestownri.net/police)

Edward A. Mello  
Chief of Police



### MEMORANDUM

---

**TO:** Andy Nota, Town Administrator  
**FROM:** Chief Edward A. Mello  
**DATE:** December 2, 2015  
**SUBJECT:** New Vessel Purchase

---

As you are aware, I am recommending the replacement of the 1990 Easton which has recently experienced problems with the lower unit and it is estimated that the repair cost would be approximately \$3,000.00

Kim Devlin and I researched a number of vessels which are purpose built for this function. We have identified a vessel built by Silver Ships Inc which is a 2013 21' all aluminum constructed boat with a 250 HP motor. The vessel has been used by the manufacturer for demonstration purposes only and has 55 hours on the motor.

Based upon this information, we produced and published a set of specifications in order to solicit bid responses from other manufacturers. The results on November 24, 2015 were:

Willard Marine	24' with twin 130 HP motors (new)	\$142,222
Safe Boats	24' with twin 150 HP motors (new)	\$175,186
Silver Ships	21' with single 250 HP motor (2013)	\$ 98,475

Based upon the responses and the need of a functional single operator vessel, I am recommending the purchase of the Silver Ships Vessel at a cost of \$98,475.00.

Funding is available as follows: \$90,000 from capital funding which has been set aside each for the purpose and \$8,475 from the current FY operating budget.

The vessel will include a sea trial with the option to return. We would bear the cost of shipping only. The hull will include a full five year warranty. The motor will have a warranty through April of 2017.

The vessel would be ready for immediate delivery and sea trial.

Town of Jamestown as an abutter.

Town property: Plat 8, Lot 871.

TOWN OF JAMESTOWN  
ZONING BOARD OF REVIEW  
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING DECEMBER 15, 2015, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT 7:00 P.M. UPON THE FOLLOWING:

Application of EPI Real Estate Holdings, LLC, whose property is located at 41 Narragansett Ave., and further identified as Assessor's Plat 9, Lot 211 for a variance from Article 3, Table 3-2 Dimensional variances, 3. Art. 12, Sec. 1203 Parking Requirements.

1. Chapter 82 Zoning-Appendix A-Minor Subdivision Regulation.
2. Preliminary Plat check list No.3.
3. Art. 12, Sec. 1203 Parking Requirements. To 1. Divide current 10,210 into 2 lots. Lot A to be 4,059 sq. ft. instead of the required 5,000 sq. ft. 2. Lot B to be 4 ft. 9 in. rear lot set back instead of 12 ft. 3. Lot B - A variance to allow the existing configuration of parking to satisfy the requirements for Lot B. No physical alterations are being requested. Said property is located in a CD zone and contains 10,210 sq. ft.

BY ORDER OF THE ZONING BOARD OF REVIEW  
RICHARD BOREN, CHAIRMAN  
CHRIS COSTA, ZONING OFFICER

This meeting location is accessible to the physically challenged. Hearing or speech impaired individuals requiring the services of an interpreter should call 1-800-745-5555 not less than 3 business days prior to the meeting.

**STATE PLANNING COUNCIL**  
STATEWIDE PLANNING PROGRAM  
RHODE ISLAND DEPARTMENT OF ADMINISTRATION

**AMENDMENT TO THE RULES AND STANDARDS OF THE STATE PLANNING COUNCIL**  
COMPREHENSIVE PLAN REVIEW STANDARDS

The purpose of the amendment to the Rules and Standards of the State Planning Council is to add Rule 4 – Part 2, "Comprehensive Plan Review Standards." This Rule may be found beginning on page 25 of the attached draft.

In accordance with the General Laws, subsections 45-22.2-10(b), the Division of Planning is to develop standards to assist municipalities in the incorporation of state goals and policies into comprehensive plans, and to assist the Division in the review of comprehensive plans. Draft Rule 4 – Part 2 satisfies this requirement.

Land use planning in the State of Rhode Island has been set up as a reciprocal system, where State goals and policies are reflected in local plans and local plans have the ability to guide State actions. Therefore, the Comprehensive Planning and Land Use Act requires that adopted comprehensive plans be submitted to the Division of Planning for review and that the Division of Planning review adopted comprehensive plans for consistency with the goals and intent of the Act and the State Guide Plan. The draft Rule 4 – Part 2 sets forth the standards that will be used during the Division's review.

The standards are accompanied by several guidance handbooks that are intended to assist communities in preparing plans that will fulfill each standard. Each handbook provides helpful guidance on fulfilling the standards, including data sources, as well as general information on including the required topics within a comprehensive plan. Please see [www.planning.ri.gov/statewideplanning/compplanning/](http://www.planning.ri.gov/statewideplanning/compplanning/) to access the handbooks.

All interested parties are invited to submit written comments concerning the proposed amendment by December 13, 2015 to Jared Rhodes, Chief, at Division of Planning, R.I. Department of Administration, William Powers Building, One Capitol Hill, Providence, RI 02908.

In addition, **the State Planning Council will conduct two public hearings on the proposed rules on Monday, December 7, 2015, in Conference Room A, Second Floor of the RI Department of Administration. The first will be held at 11:00 a.m., the second will be held at 6:00 p.m.,** both at the above address. At these hearings, all persons may present their comments in person or by providing a written statement.

These meeting places are accessible to individuals with disabilities. Any individual requiring a reasonable accommodation in order to participate in a meeting should contact Thomas Mannock at 222-6395 (voice) or #711 (R.I. Relay) at least five (5) business days prior to the meeting date. Any individual requiring the services of an interpreter to participate in a meeting should contact Michael Moan at 222-1236 (voice) at least five (5) business days prior to the meeting date.



STATE OF RHODE ISLAND & PROVIDENCE PLANTATIONS

HOUSE OF REPRESENTATIVES  
OFFICE OF THE MINORITY LEADER  
ROOM 106, STATE HOUSE  
PROVIDENCE  
02903

BRIAN C. NEWBERRY  
MINORITY LEADER  
401-222-2259

November 5, 2015

Ms. Kristine Trocki  
Town Council President  
Town of Jamestown  
93 Narragansett Avenue  
Jamestown, RI 02835

Dear Council President and Fellow Council Members:

On behalf of the members of the House Minority Office, I am writing to draw your attention to HUD's AFFH rule – *Affirmatively Furthering Fair Housing*. We ask that you take a very close look at the rule before accepting any future funding from HUD's Sustainable Community grants for land use and new development of affordable housing.

The AFFH rule, approved in July 2015, provides local governments with a tool to mine data on a local level in order to identify barriers or "impediments" to fair housing that may exist in a particular community, district or region.

The Fair Housing Act is unambiguous regarding HUD's responsibility to further fair housing through its grant programs by mitigating impediments, which among other benchmarks, may include the locations of new developments for affordable housing. This means that any locality that accepts grant money (e.g. Community Development Block Grants) for the development of affordable housing must be cognizant of the implications of the AFFH rule.

HUD has made clear that it intends to rigorously enforce its mission to a greater degree than it has over the years by leveraging the AFFH rule.

HUD's enforcement may extend to determining if the actual locations of funded developments satisfactorily overcome any identified impediments to affirmatively further fair housing. If they do not then the obvious concern emerges - local zoning ordinances may not support what HUD deems to be the "fair" location for affordable housing leading to a direct threat to local sovereignty.

We urge all city and town council members, managers and planners to take into consideration the implicit obligations to comply with the recently restated expectations of the AFFH rule. The rule can be viewed online here: [http://www.huduser.org/portal/affht\\_pt.html#final-rule](http://www.huduser.org/portal/affht_pt.html#final-rule).

Brian C. Newberry, Minority Leader  
November 5, 2015  
Pg. 2

It is worth noting the remark HUD Secretary Julian Castro made during an interview when asked whether AFFH regulations support doing away with 'land use laws at the local level'. He said, "...we won't be afraid to use the enforcement authority of the department." The interview can be read here:

[http://shelterforce.org/article/4245/ishelterforce\\_i\\_exclusive\\_interview\\_with\\_hud\\_secretary\\_julian\\_castro/](http://shelterforce.org/article/4245/ishelterforce_i_exclusive_interview_with_hud_secretary_julian_castro/)

HUD's recently published standards have caught the attention of national media outlets. A common theme emerged from that coverage – litigation. The stage has been set for potential lawsuits to be brought against cities and towns that accept new HUD funding but fail to accommodate for location of new development that meets the spirit and expectations of the AFFH rule.

As you know, concern with HUD's AFFH rule was sparked when the Statewide Planning Council authorized a new element of the state's official Guide Plan known as RhodeMap RI.

Presented as Rhode Island's updated "RI Rising" economic development plan, RhodeMap RI was funded by HUD and guided by its goals and expectations through its Sustainable Communities Initiative Grant process.

The Planning Council approved RhodeMap RI despite having received objections from many city and town councils concerned with the legal implications of the terms contained in the written agreements with HUD that the Planning Council signed, on behalf of Rhode Island's municipalities.

As state and municipal elected officials, we can work together to protect local sovereignty while steering clear of exposing our taxpayers to costly litigation with the federal government. We hope that our lines of communication remain open.

Sincerely,



Brian C. Newberry  
House of Representatives  
Minority Leader

Representative Michael W. Chippendale  
Representative Doreen Costa  
Representative Blake Filippi  
Representative Anthony Giarrusso  
Representative Robert Lancia  
Representative Patricia Morgan  
Representative Robert Nardolillo, III  
Representative Justin Price  
Representative Dan Reilly  
Representative Sherry Roberts  
Representative Joseph Trillo



4

## Notice of Master Plan Information Meeting

A Master Plan Information Meeting will be held for the application Jamestown Terrace, 138 Narragansett Avenue, Assessors Plat 8 Lot 79, owned by Holy Ghost Society, Applicant Douglas Enterprises, LTD for a Comprehensive Permit for low and moderate income housing, a Major Land Development Project for 16 Units (4 are low and moderate income restricted units), 2 buildings, Special Use Permit for Multi-Family Development Proposal with Variances on December 16, 2015 at a meeting of the Jamestown Planning Commission sitting as the Local Review Board pursuant to RIGL 45-53 Low and Moderate Income Housing Act, beginning at 7:00 p.m. in the Town Hall Council Chambers located at 93 Narragansett Avenue in Jamestown.

RECEIVED  
TOWN OF JAMESTOWN, R.I.  
15 DEC -2 AM 11:30

The Local Review Board will review and act on the proposed Major Land Development Project as well as the requested variances through the Comprehensive Permit process. The Local Review Board shall have the authority to issue the comprehensive permit for subdivision per Jamestown Zoning Ordinance Article 17 and RIGL Title 45 Ch. 53 as amended, including the necessary relief from the Zoning Ordinance as stated below.

This project consists of development of 2 multi-family structures with a total of 16 units, 4 of which are affordable, requesting variances to the Zoning Ordinance as follows including any and all other necessary relief as determined:

1. Special Use Permit for Multi Family Dwellings in R-20 Zone; Table 3-1 permitted uses
2. Deviation form (formerly Dimensional (variance)) from Article 3, Section 82-302, Table 3-2, minimum lot size for multifamily project within the R-20 zone of the Village Special Development District.  
Relief requested = 361,945 square feet
3. Deviation from front yard setback pursuant to Table 3-2  
Setback required = 30 feet, setback provided = 21.5 feet  
Relief requested = 8.5 feet

The project is accessed by frontage on Narragansett Avenue and Pemberton Avenue, both public roads, located 550 feet (less than 1/10<sup>th</sup> mile) west of the intersection with Narragansett Avenue/Southwest Avenue. The present street address of the premises is 138 Narragansett Avenue. The project is comprised of Tax Assessors Plat (AP) 8 Lot 79.

Interested parties may examine the plans for the proposed Comprehensive Permit Application including the proposed Land Development Project and requested Zoning Ordinance Variances at the Jamestown Planning Office, located at the Town Hall, 93 Narragansett Avenue Monday through Friday, between the hours of 9am to 1:00pm, 423-7210.

The proposed Major Land Development Project may be revised by the Local Review Board as a result of further study or because of the views expressed at the Public Informational Meeting.

This meeting location is accessible to the physically challenged. Hearing or speech impaired individuals requiring services of an interpreter should call 1-800-745-5555 not less than 3 business days prior to meeting.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration  
OFFICE OF THE DIRECTOR  
One Capitol Hill  
Providence, RI 02908-5890

OFFICE (401) 222-2280  
FAX (401) 222-6436  
TDD # (401) 222-1227

November 16, 2015

**RE: Transportation Improvement Program FFY 2017-2025**

Dear Interested Party:

The Metropolitan Planning Organization (MPO) for the State of Rhode Island, the State Planning Council, is launching the development of the Transportation Improvement Program (TIP) for federal fiscal years (FFY) 2017 – 2025. In developing a new TIP, stakeholder input is essential in programming and prioritizing transportation projects. The enclosed documents detail the process and timeline for participation in the 2017-2025 TIP development process.

The first four years of the FFY 17-25 TIP will be the federally required fiscally constrained years. The following years will be an expansion of the "Future Years" category of the previous TIP. This longer timeframe better aligns with the State's shift to a more asset management based approach to transportation planning and offers municipalities and the general public a better idea of which projects are moving through development into implementation. An asset management based system of planning increases the emphasis on preservation and maintenance to keep assets in good condition, avoiding more expensive long term costs. Asset management focuses on making the best investment decisions that will result in the best long term benefit for the State's entire transportation network.

Even with the transition to transportation asset management, Rhode Island's current funding levels are insufficient to make significant short term progress in improving the State's infrastructure condition. Currently, 22% of Rhode Island's bridges are structurally deficient (poor condition), which ranks Rhode Island last in the nation in overall bridge condition. RIDOT has been working with transportation partner agencies to develop a Ten Year Strategic Plan to prioritize and streamline funding for overall operations and infrastructure condition. This Strategic Plan outlines two financial paths towards improving the condition of our infrastructure. The first path, the constrained scenario, would utilize existing transportation funding (federal funds and state funds). The second path, the RhodeWorks proposal, would make additional investments above current funding levels in transportation infrastructure over the next decade. More information on RIDOT's Ten Year Strategic Plan and the funding scenarios is available at [http://www.dot.ri.gov/documents/news/TAC\\_Submission/RIDOT\\_2015\\_TAC\\_Submission.pdf](http://www.dot.ri.gov/documents/news/TAC_Submission/RIDOT_2015_TAC_Submission.pdf).

The state and national transportation funding crisis and the continued declining condition of the State's infrastructure makes it more important than ever to ensure that our scarce resources are focused on priority projects and strategic investments. While it is important to note that RIDOT's Ten Year Strategic plan is not the TIP; the Ten Year Strategic Plan developed by RIDOT will become the foundation for

outlining a program of investments through the TIP. Under both financial scenarios mentioned above, the Ten Year Strategic Plan presents a recommended pool of projects and programmatic investment levels that RIDOT proposes will constitute the most efficient use of our limited transportation resources.

Coordination with stakeholders is a crucial component of the TIP process. The MPO has strived to maintain a streamlined and simple process for participating in the development of the TIP. This process is fully outlined in the attached "Guide to Rhode Island's Transportation Improvement Program". In addition, the Statewide Planning Program will be sponsoring two (2) informational workshops on Thursday, December 3, 2015 at 6:00 p.m. and Friday, December 4, 2015 at 1:00 p.m. at the Department of Administration, Conference Room A to answer any questions you may have on the TIP process. **TIP application packages are due by 3:00 p.m. on January 8, 2016.** A draft TIP will be developed in the early spring with the public review process occurring during the spring and summer of 2016. The new TIP is expected to be adopted by the State Planning Council by September 2016.

Please contact Karen Scott, Assistant Chief of the Statewide Planning Program, at 401-222-4411 or [karen.scott@doa.ri.gov](mailto:karen.scott@doa.ri.gov) with any questions.

Sincerely,



Michael DiBiase  
Chairman, State Planning Council

cc: Kevin Gallagher, Governor's Office  
Kevin Flynn, Secretary, State Planning Council  
Peter Alviti, Jr., Director, RIDOT  
Raymond Studley, CEO RIPTA  
Barbara Breslin, FHWA  
Nicholas Garcia, FTA



**Project Prioritization** *(continued)*

PROJECT PRIORITIZATION

Priority	Listed in TIP 2013-2016		Project Name
	Yes	No	

**Required Public Hearing**

The required public hearing was held on \_\_\_\_\_

**Applicant Certification**

The information provided on this application is in accordance with local regulations and ordinances.

Applicant \_\_\_\_\_ Title \_\_\_\_\_

Chief Executive Officer Signature \_\_\_\_\_ Date \_\_\_\_\_

**Submittal Checklist**

- 3 collated copies of complete TIP submittal package
  - Project Prioritization Cover Sheet
  - New Project Application Form for each new project
    - 2-page narrative on evaluation criteria
    - 8.5" x 11" PDF map of project location
- Email a copy of complete TIP submittal package to Kimberly.Crabill@doa.ri.gov or provide on a CD
- Submit complete TIP submittal package to:
  - Rhode Island Statewide Planning Program
  - ATTN: Kimberly Crabill
  - One Capitol Hill
  - Providence, RI 02908

**ALL APPLICATIONS ARE DUE BY 3:00PM ON FRIDAY, JANUARY 8, 2016**

# New Project Application

## Transportation Improvement Program



<b>CONTACT</b>	<b>Contact Information</b>
	Agency/Organization _____
	Contact Person _____ Title _____
	Mailling Address _____
	City _____ Zip Code _____
	Phone _____ Email _____

<b>PROJECT INFORMATION</b>	<b>Type of Project</b> <i>select all that apply</i>
	<input type="checkbox"/> Bridge <input type="checkbox"/> Pavement <input type="checkbox"/> Drainage <input type="checkbox"/> Planning
	<input type="checkbox"/> Traffic <input type="checkbox"/> Transit <input type="checkbox"/> Bicycle <input type="checkbox"/> Pedestrian
	<input type="checkbox"/> Transportation Enhancement <input type="checkbox"/> Other _____
	<b>Project Description</b>
	Project Title _____
	Location by Street Name _____
	Project Limits - From _____ To _____
	<i>Please include an 8.5" x 11" map of the site, indicating project limits.</i>
	Provide a brief description of the proposed project:
<div style="border: 1px solid black; height: 80px; width: 100%;"></div>	
Describe need for proposed project:	
<div style="border: 1px solid black; height: 80px; width: 100%;"></div>	
Describe anticipated municipal or state transportation network or economic development benefits:	
<div style="border: 1px solid black; height: 80px; width: 100%;"></div>	
Is the project consistent with the local Comprehensive Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the project on the Federal Aid System? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the project on the National Highway System? <input type="checkbox"/> Yes <input type="checkbox"/> No	

## Evaluation Criteria

CRITERIA

Please address the following topics as they relate to the project. Refer to "An Overview of TIP Guiding Principles" for more information. Submission **must not exceed** 2 pages, single-spaced, 12-point font.

- |                         |                                   |
|-------------------------|-----------------------------------|
| 1. Mobility Benefits    | 5. Supports Local and State Goals |
| 2. Cost Effectiveness   | 6. Safety and Security            |
| 3. Economic Development | 7. Equity                         |
| 4. Environmental Impact |                                   |

## Project Estimates

PROJECT ESTIMATES

	ROW	Study	Design	Construction	Total
Estimated Project Costs					
				Total Cost	
				Amount Requested through TIP Process	

Is there funding from other sources committed to this project?  Yes  No

Source	Amount
	Total

Estimated date of construction \_\_\_\_\_

## Applicant Certification

CERTIFICATION

I attest that the information provided on this application is in true and accurate.

\_\_\_\_\_  
Applicant's Signature

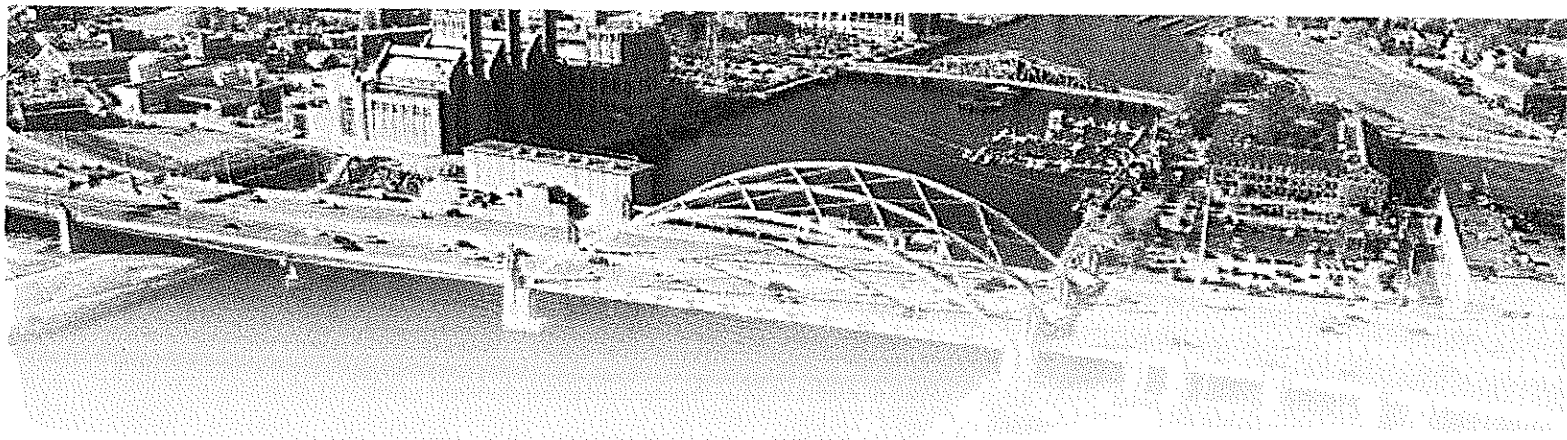
\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Executive Officer's Signature

\_\_\_\_\_  
Date

**ALL APPLICATIONS ARE DUE BY 3:00PM ON FRIDAY, JANUARY 8, 2016**





# AN OVERVIEW OF TIP GUIDING PRINCIPLES

FEDERAL FISCAL YEARS 2017—2025  
OCTOBER 2015



The TIP Guiding Principles outlined below are based on the goals articulated in the Long Range Transportation Plan, Transportation 2035. Applicants are asked to include a maximum 2 page narrative addressing the principles that are applicable to new projects. Staff of RIDOT will review Bridge, Pavement, Traffic and Drainage projects while subcommittees comprised of staff of the MPO, RIDOT, RIDEM, RIPTA and members of the Transportation Advisory Committee will evaluate all other types of projects and make recommendations to the full TAC and State Planning Council on specific projects for inclusion in the TIP. Although the projects will not be scored using a numeric scoring process, the subcommittees will use these guiding principles in their decision making.

Applicants are not required to address each specific bullet in the list below. These bullets are meant to be examples of how projects can demonstrate their support for the implementation of the overall guiding principles.

## MOBILITY BENEFITS

***Provide convenient transportation services and facilities that offer seamless and efficient connections across different modes for the maximum number of users.***

- Number of expected users
- Congestion relieved
- Improves access/function of more than one mode (Multimodal)
- Provides linkages between modes (Intermodal)
- Regional impact and/or partnership between municipalities
- Increases mobility choices, particularly in areas with low car ownership
- Improves user comfort, convenience or information (including intelligent transportation systems)

- Promotes walkability and bikeability of neighborhoods
- Improves access to activity centers (jobs, retail, services, and community facilities such as schools and parks)
- Connectivity (fills a gap in the transportation system)

## **COST EFFECTIVENESS**

***Provide cost effective solutions for supporting a sustainable transportation system with emphasis on preservation and maintenance of the existing system.***

- Cost (capital or operation) in proportion to expected benefit
- Demonstrates an efficient budget that minimizes cost without sacrificing function, safety, long term performance, or quality design
- Adds efficiency to or improves existing infrastructure
- Complements another local project or proposed TIP project
- Improves resiliency to the impacts of climate change
- Implements the principles of asset management

## **ECONOMIC DEVELOPMENT**

***Support a vigorous economy by facilitating the movement of people and goods within Rhode Island and the region.***

- Improves access to training and employment centers
- Supports job creation
- Facilitates the movement of goods
- Improves access to major tourism destinations
- Leverages local or private investment (including past investment in planning or design)
- Is within the Urban Service Boundary, or is within or connects two or more designated growth centers, downtowns, or village centers
- Facilitates the reuse of a brownfield or existing structure
- Connects the workforce with employment opportunities

## **ENVIRONMENTAL IMPACT**

***Recognize, protect and enhance the quality of the State's environmental resources through well-designed transportation projects and the effective operation of the system.***

- Improves air quality
- Promotes energy conservation
- Protects or improves water quality
- Protects important natural resources, including open space, recreational and agricultural lands
- Enhances scenic resources or historic districts
- Extends/enhances the greenway system

## SUPPORTS LOCAL AND STATE GOALS

***Encourage the partnership of local, state and region entities in implementing the State Guide Plan and Local Comprehensive Plans.***

- Local priority compared to other projects
- Implements specific actions in the local comprehensive plan
- Implements specific actions in the State Guide Plan
- Public Support

## SAFETY AND SECURITY

***Improve the safety and security of the entire transportation system.***

- Enhances safety, particularly to vulnerable road users
- Improves evacuation route
- Improves diversionary route
- Improves security of transportation asset
- Improves passenger safety

## EQUITY

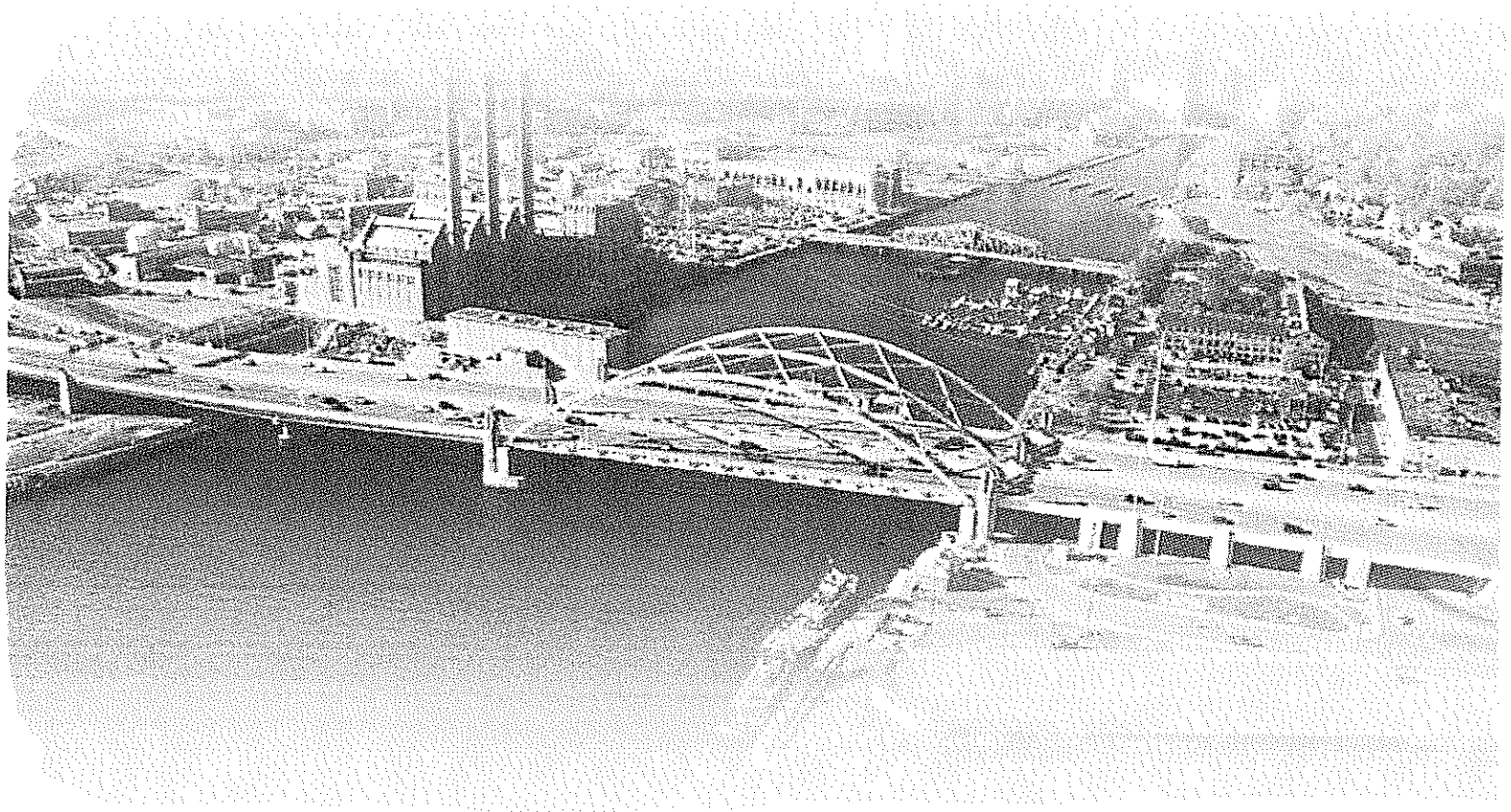
***Ensure that the transportation system equitably serves all Rhode Islanders regardless of race, income, ethnic origin, age, or disability.***

- Enhances or preserves access to the transportation network in a minority neighborhood
- Enhances or preserves access to the transportation network in a low income neighborhood
- Enhances or preserves access to the transportation network for persons with a disability
- Enhances or preserves access to the transportation network for those with Limited English Proficiency
- Enhances or preserves to the transportation network for individuals 65 years and older



GUIDE TO RHODE ISLAND'S  
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)  
DEVELOPMENT PROCESS

FEDERAL FISCAL YEARS 2017—2025



OCTOBER 2015

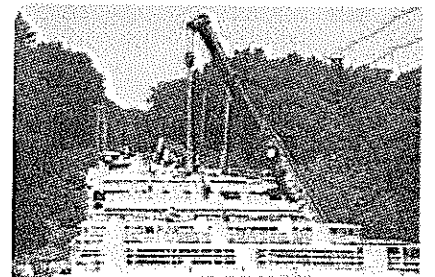
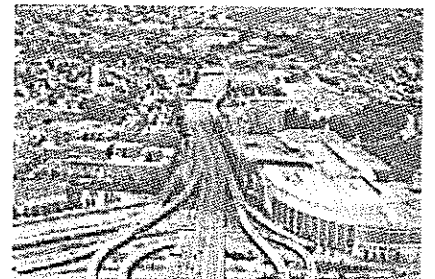
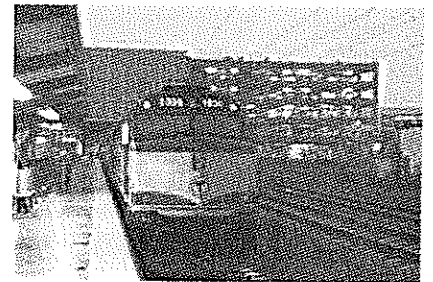
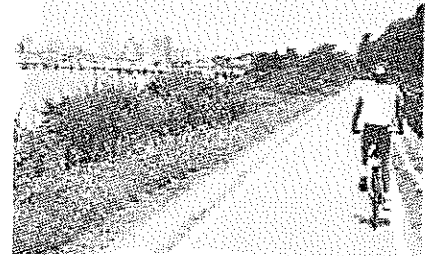
RHODE ISLAND  
STATEWIDE  
PLANNING  
PROGRAM





# TABLE OF CONTENTS

INTRODUCTION .....	5
OVERVIEW OF THE TRANSPORTATION IMPROVEMENT PROGRAM .....	5
FEDERAL REQUIREMENTS OF THE TIP .....	5
FUNDING CONSTRAINTS ON THE TIP .....	6
RIDOT TEN YEAR STRATEGIC PLAN AND THE TIP .....	7
RIPTA'S LONG RANGE PLANNING PROCESS AND THE TIP .....	9
MUNICIPAL PROJECT PRIORITIZATION .....	9
NEW PROJECT PROPOSALS .....	10
FINAL PROJECT APPLICATION SUBMISSION .....	11
TIP PREPARATION WORKSHOPS .....	12
PROJECT APPLICATION PRESENTATIONS .....	12
PROJECT SELECTION CRITERIA .....	12
PREPARATION OF THE DRAFT TIP .....	13
ADOPTION OF THE TIP .....	14
ADDITIONAL INFORMATION .....	14







## INTRODUCTION

The Metropolitan Planning Organization (MPO) for the State of Rhode Island, the State Planning Council, is launching the development of the Transportation Improvement Program (TIP) for federal fiscal years 2017 – 2025. This guide provides assistance to stakeholders interested in participating in the development of Rhode Island's TIP. All TIP materials detailed in this document are available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php> or by contacting Karen Scott, Assistant Chief of the Statewide Planning Program at [karen.scott@doa.ri.gov](mailto:karen.scott@doa.ri.gov) or 401-222-4411. All submissions are due January 8, 2016.

## OVERVIEW OF THE TRANSPORTATION IMPROVEMENT PROGRAM

The TIP is a list of transportation projects the State of Rhode Island intends to implement using United States Department of Transportation funds. For a transportation project to utilize federal funds it must be included in the TIP. The TIP is the product of extensive data analysis coupled with a significant outreach effort to communities, public interest groups, and citizens throughout the state.

A project's inclusion in the TIP is a critical step, but it does not represent an allocation of funds, obligation to fund, or grant of funds. Projects supported with federal dollars are only guaranteed funding after the Rhode Island Department of Transportation (RIDOT) or the Rhode Island Public Transit Authority (RIPTA) or the U.S. Department of Transportation (USDOT) reviews the design, financing, and environmental impacts of a project. Project sponsors must work cooperatively with RIDOT, RIPTA, or the federal agencies to guarantee the federal funding identified in the TIP. This federal guarantee is referred to as an obligation.

The first four years of the TIP must be fiscally constrained, meaning the list of projects in the TIP may not exceed the anticipated funding that is reasonably expected to be available over the four-year timeframe. In order to add projects to the TIP, sufficient revenues must be available. As a result, the TIP is not a wish list but a list of projects with anticipated, but not guaranteed, funding commitments during the timeframe.

## FEDERAL REQUIREMENTS OF THE TIP

Federal regulations require that the State Planning Council, acting as the single statewide MPO in Rhode Island, adopt a new TIP at a minimum of every four (4) years. The TIP must present a four (4) year program, by year, and may present additional projects proposed for funding in future years. For the past several years, the TIP in Rhode Island has covered the minimum four federal fiscally constrained years and has included one additional category called "Future Years" which included projects that would be pursued should additional funds become available. This TIP, the FFY 17-25 TIP, is proposed to cover a longer time period by including the required four (4) fiscally constrained years and expanding the previous single "Future Years" category to give municipalities and the general public a better idea of which projects are moving through development into implementation.

Moving Ahead for Progress in the 21st Century (MAP-21), the two-year bill authorizing federal transportation programs, was signed into law in 2012. Since its expiration in September 2014, three (3) short terms extensions have been passed. The current extension is set to expire on November 20, 2015. Congress is currently working towards a new, longer term transportation authorization bill.

MAP-21 requires states to develop plans that specifically address how they will improve and sustain the conditions of roads and bridges on at least the National Highway System (NHS). The NHS is a national network of the nation's most important roads. The roads in Rhode Island that are on the NHS are listed in tables by municipality at <http://www.planning.ri.gov/statewideplanning/transportation/reclass.php>.

MAP-21 requires states to set targets for the physical condition of highways and bridges and develop asset management plans outlining how they will achieve and sustain those targets into the future. This is a change

from previous Federal requirements, which focused on planning for how the highway network performs in terms of congestion, highway crashes and auto and truck air pollution. MAP-21 also requires states to accompany the asset management plan with a realistic financial plan that reports how much money is needed to achieve and sustain the set targets. The purpose of the financial plan is to highlight differences between the needed investment and projected revenues. While MAP-21 does not specify a specific goal for pavement condition for roads on the NHS, it does specify a goal of having no more than 10 percent of a state's NHS bridge deck area in poor condition. Currently, 22% of Rhode Island's bridges are structurally deficient (poor condition), which ranks Rhode Island last in the nation in overall bridge condition.

To address the requirements of MAP-21, the MPO has been working collaboratively with RIDOT, RIPTA and other transportation groups over the past several years to develop a strategy for stabilizing Rhode Island's bridge and pavement conditions. One of the largest shifts that has been occurring is the migration of transportation infrastructure planning to an asset management based system of planning, which increases the emphasis on preservation and maintenance to keep assets in good condition, avoiding more expensive long term costs. When asset management principles are implemented, taxpayers will save millions of dollars in future infrastructure costs and the future conditions of assets based on given investment levels can be compared. It focuses on making the best investment decisions that will result in the best long term benefit for the State's entire transportation network.

Even with the transition to transportation asset management and the implementation of a more strategic and systematic process of operating, maintaining, upgrading, and expanding physical assets effectively throughout their lifecycle, Rhode Island's current funding levels are insufficient to make significant short term progress in improving the State's infrastructure condition.

## FUNDING CONSTRAINTS ON THE TIP

Similar to many other states, Rhode Island is facing a transportation funding crisis. The funding constraints encountered during the preparation of the current FFY 13-16 TIP have not significantly improved and both federal and state resources have become even further strained. For the FFY13-16 TIP, an average of approximately \$209 million dollars in federal highway funding was available per year. The Federal Highway Administration has advised the State to assume flat funding and continue to use an allocation of \$209 million per year for TIP planning. Similarly, for the FFY13-16 TIP, an average of approximately \$36 million in federal transit funding was available per year. The Federal Transit Agency has advised the state to assume flat funding, and to continue to use an allocation of \$36 million per year for TIP planning. Unfortunately, the available funding for new transportation projects is further reduced by the State's current commitments, including annual debt service, existing major projects, and mandated and mission-critical operations of RIDOT and RIPTA.

Historically, over 90% of Rhode Island's transportation construction program is funded through federal funds. As outlined above, that federal stream of funding has become unpredictable and has included several short term funding authorizations that are not conducive to the long range strategic planning that Rhode Island is working to implement. The state has recently taken some key steps to provide sustainable transportation infrastructure funding and broaden available resources. These steps include:

- Redirection of the gas tax to focus on transportation needs;
- Replacement of biennial bond borrowing with an increase in registration and license fees, along with Rhode Island Capital Plan (RICAP) funds to provide the state match for the annual federal transportation program;
- Refinance of existing general obligation bonds to soften the anticipated sharp peak in debt service payments; and

- Creation of the Rhode Island Highway Maintenance Account and a shift of future funding from transportation-related sources, such as registrations, title fees, gas tax indexing, and other accounts to establish a state-funded pool for critical transportation infrastructure projects.

While these changes are a positive step for the State, there is still a significant gap in the funding available and the funding needed to bring Rhode Island’s transportation infrastructure into acceptable condition.

## RIDOT TEN YEAR STRATEGIC PLAN AND THE TIP

As Rhode Island shifts towards asset management based planning, RIDOT has been working with transportation partner agencies to develop a Ten Year Strategic Plan to prioritize and streamline funding for overall operations, pavement and drainage and reach the federally mandated 90% structural sufficiency of bridges. RIDOT’s Ten Year Strategic Plan is available in its entirety at [http://www.dot.ri.gov/documents/news/TAC\\_Submission/RIDOT\\_2015\\_TAC\\_Submission.pdf](http://www.dot.ri.gov/documents/news/TAC_Submission/RIDOT_2015_TAC_Submission.pdf). This Strategic Plan outlines two financial paths towards improving the condition of Rhode Island’s infrastructure. The first path, the constrained scenario, would utilize existing transportation funding (federal funds and state funds as outlined above). The second path, the RhodeWorks proposal, would invest an additional investment above current funding in transportation infrastructure over the next decade.

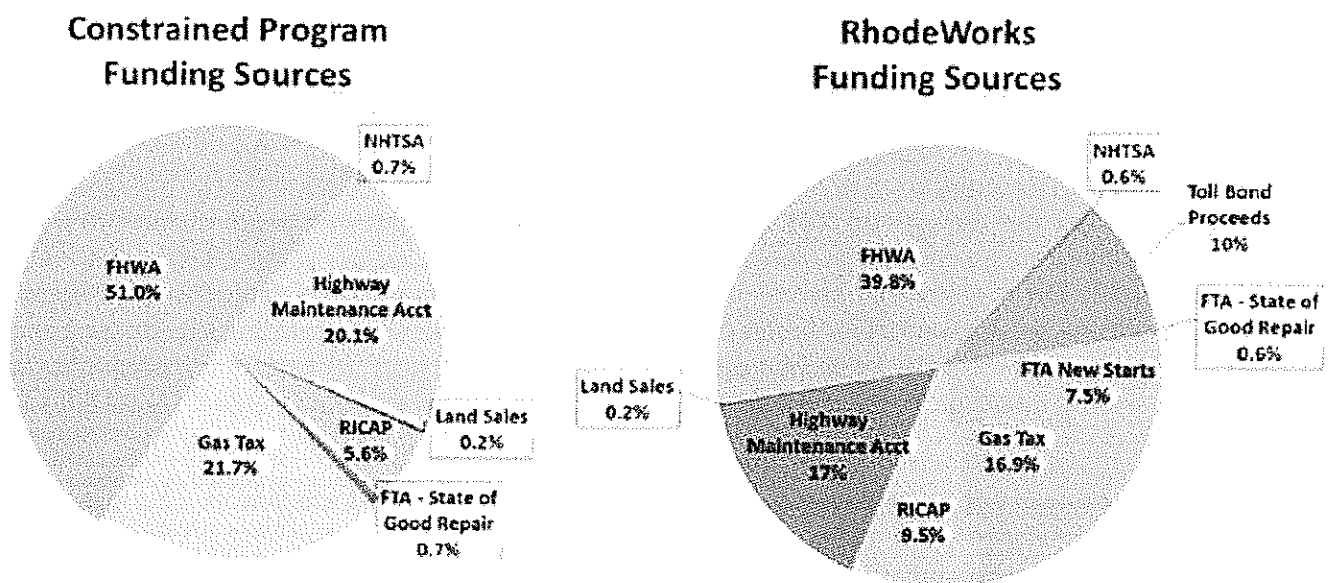


Image Source: RIDOT

More details on the proposed RhodeWorks plan is available at <http://www.dot.ri.gov/news/rhodeworks.php>

The main differences between the funding proposals are:

1. The RhodeWorks plan allocates 65% of \$1.2 billion in bridge funding to the first six years, while the Constrained Program allocates just 44% in the same time period. The result is that the Constrained Program takes seven years longer (2032 vs. 2025) and costs \$950 million more to meet the target 90% bridge sufficiency rating.
2. The RhodeWorks plan anticipates a new \$500 million revenue bond supported by a heavy truck toll. This bond is allocated to bridge reconstruction in the first four years of the plan (\$100 million) and the reconstruction of Routes 6/10 (\$400 million). There would be no bonding under the Constrained Program.
3. In the RhodeWorks scenario, delivery of a multi-modal reconstruction of the Route 6/10 Interchange

and a Bus Rapid Transit (BRT) facility would be accelerated by the investment of \$400 million in bond funds and a potential \$400 million in FTA New Starts discretionary funding. Under the Constrained Program option, the Route 6/10 Interchange would not be reconstructed and the potential for attracting FTA funding would be limited.

4. The RhodeWorks plan increases transit investment by \$80 million, increases transportation alternatives funding by \$37 million, and increases pavement funding by \$30 million. These additional investments are not possible in the Constrained Program.

	<b>RHODE WORKS (PLAN A)</b>	<b>CONSTRAINED (PLAN B)</b>
Program Funding	\$4.7 billion	\$3.8 billion
90% Bridge Sufficiency by 2025	Yes	No
GARVEE Refinancing	Yes - \$120 million	No
Bond	Yes - \$500 - million	No
6/10 Interchange	2017 - 2021	No
Increased Pavement	\$30 million	No
Increased Transit	\$80 million	No
Increased Transportation Alternatives	\$36 million	No

Source: RIDOT

The state and national transportation funding crisis and the continued declining condition of the State's infrastructure makes it more important than ever to ensure that our scarce resources are focused on priority projects and strategic investments, particularly those assets on the NHS as required by MAP-21. It is important to note that RIDOT's Ten Year Strategic plan is not the TIP; however the Ten Year Strategic Plan developed by RIDOT will become the foundation for outlining a program of investments through the TIP. Under both financial scenarios, the Ten Year Strategic Plan presents a recommended pool of projects and programmatic investment levels that RIDOT proposes will constitute the most efficient use of our limited transportation resources.

The funding categories of Bridge, Pavement, and Traffic present lists of projects which were developed using RIDOT's asset management systems, optimizing the impact on the total investment in Rhode Island's transportation network. This type of project selection is critical for integrating data driven decisions and asset management into the State's transportation process. Other funding categories such as Transit Capital and Transportation Alternatives are shown as only a total budget per year. These projects are better suited for selection using a set of guiding principles which are outside of objective engineering criteria but take into consideration such things as mobility, connectivity, environmental impact, and economic development.

To better integrate transportation asset management principles into the overall transportation planning process, all the projects listed in the RIDOT's Ten Year Strategic Plan (regardless of funding scenario) will become the basis for public input into the TIP project selection process. In addition, the MPO will initiate a review of the TIP and offer opportunities for public comment on an annual basis rather than every four years as has been done previously. For specific questions on the RIDOT Ten Year Strategic Plan, please contact Meredith Brady at (401) 222-6940 ext. 4530 or [meredith.brady@dot.ri.gov](mailto:meredith.brady@dot.ri.gov).

## RIPTA'S LONG RANGE PLANNING PROCESS AND THE TIP

Included in the RIDOT Ten year Strategic Plan, outlined above, are RIPTA's federal funding projections for the next ten years. Next month, RIPTA will be kicking off a long-range planning process in coordination with local governments, partner transportation agencies, and the general public that will establish a vision for the future of transit in our state for the next ten years and beyond.

As a first step in this process, RIPTA will host a Listening Session in December to invite input and kick-start a conversation with municipal officials and planners regarding existing transit service and facilities, as well as potential expansion and enhancements. This session will take place:

TUESDAY, DECEMBER 15, 2015 AT 9:00 A.M.

Rhode Island Public Transit Authority  
Transportation Conference Room  
269 Melrose Street, Providence, RI 02907

Concepts and priorities discussed during the Listening Session will inform the detailed TIP proposal to be submitted by RIPTA in early 2016 and RIPTA's ongoing long-range planning process that will unfold over the course of calendar year 2016. Cities and towns wishing to share with RIPTA their ideas, concerns, questions, and visions for improved transit service are strongly encouraged to attend the Listening Session.

## MUNICIPAL PROJECT PRIORITIZATION

Coordination with municipal partners is a crucial component of the TIP process. To assist in most effectively participating in this TIP process, the MPO together with our transportation partners at RIDOT and RIPTA have generated some useful resources and ask municipalities to provide specific input as outlined below.

A status report of projects listed in the FFY 13-16 TIP by municipality has been compiled. This report can be found at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. Based on this report, municipalities will be able to identify those projects that have been completed, those that are proposed for completion as part of the FFY 13-16 TIP, those which are included in the RIDOT Ten Year Strategic Plan (under either funding scenario), and those projects that must be added to the Project Prioritization Cover Sheet for consideration. RIDOT's Ten Year Strategic Plan only identifies specific projects in the categories of bridge, pavement and traffic. All other types of projects, including but not limited to bicycle, pedestrian, enhancement and transit, which are not proposed for completion as part of the FFY 13-16 TIP are included in the "Must be added to the Project Prioritization Cover Sheet for consideration" category. Please direct questions on RIDOT projects in the status report to Amy Thibeault at (401) 222-6940, ext. 4255 or [amy.thibeault@dot.ri.gov](mailto:amy.thibeault@dot.ri.gov). Please direct any questions on RIPTA projects in the status report to Lillian Picchione at (401) 784-9500 ext. 124 or [lpicchione@ripta.com](mailto:lpicchione@ripta.com).

Although RIDOT's Ten Year Strategic Plan recommends a specific set of projects, direct municipal input into the project prioritization process remains an essential piece of the TIP development process. To assist with this effort, the State Planning Council/MPO is requesting that each municipality:

1. Review the projects listed in the "Must be added to Project Prioritization Cover Sheet for consideration" category of the FFY 13-16 TIP Status Report and decide if any of those projects are still relevant to the municipality's transportation goals.
2. Review the list of projects in RIDOT's Ten Year Strategic Plan to ensure that all projects listed in the Plan capture the municipality's most critical needs for bridge, pavement and traffic infrastructure improvements. RIDOT's Ten Year Strategic Plan is available at [http://www.dot.ri.gov/documents/news/TAC\\_Sub-](http://www.dot.ri.gov/documents/news/TAC_Sub-)

mission/RIDOT\_2015\_TAC\_Submission.pdf. Please consider the local economic development impacts of the scope and timing of these projects in your review and prioritization.

3. If there is a priority project that was not included in the FFY 13-16 TIP and is not listed in RIDOT's Ten Year Strategic Plan, it may be submitted for consideration by completing an Application for New Projects, which is available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. Please be explicit in the mobility and economic development impacts of any new project submitted.
4. Submit a single, prioritized list of projects on the Project Prioritization Cover Sheet that includes all municipal priority projects. The municipal Project Prioritization Cover Sheets are available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. For your convenience, the Project Prioritization Cover Sheet has already been populated with specific bridge, pavement and traffic projects with an exact location included in either funding scenario of RIDOT's Ten Year Strategic Plan. Any project, including new project submissions and projects listed in the TIP Status Report as "Must be added to Project Prioritization Cover Sheet for consideration," that are not already listed on the Project Prioritization Cover Sheet that a municipality would like considered for inclusion in the FFY 17-25 TIP must be manually added to the sheet on the blank lines provided. **No project from the FFY 13-16 TIP will be carried forward to the FFY 17-25 TIP unless it is specifically listed on the Project Prioritization Cover Sheet.**
5. Recognizing that some municipalities are being presented with a long list of projects to prioritize, a municipality may choose to either numerically rank each proposal (ex. 1, 2, 3, etc. with 1 being the highest priority) or provide a level of priority (high, medium, low). If a municipality chooses to rank projects using a level of priority, no more than 1/3 of the total project list may be included in a priority level (ex. 1/3 of total projects ranked as high, 1/3 of total projects ranked as medium, and 1/3 of total projects ranked as low).

New project applications are not necessary for any project specifically listed in the FFY 13-16 TIP or in RIDOT's Ten Year Strategic Plan. However, a modification to a project listed in the FFY 13-16 TIP or RIDOT's Ten Year Strategic Plan will be considered a new project and must follow the application instructions for new projects listed below. Any project that an applicant would like to propose for inclusion in the FFY 2017-25 TIP must be included on the Project Prioritization Cover Sheet. No projects listed in the FFY 13-16 TIP will be automatically carried over into the FFY 17-25 TIP.

## NEW PROJECT PROPOSALS

Municipalities, organizations and any member of the general public are allowed to submit new project proposals. There is a wide variety of projects that are eligible for listing in the TIP. These include but are not limited to:

Bike Path & Bike Lane Construction	Intermodal Centers	Turning Lanes
Sidewalk Construction	Ferry Landings	Railroad Crossings
Bridge Rehabilitation	Interstate Improvements	New Transit Initiatives
Projects that Benefit Air Quality	Resurfacing Projects	Rail Stations
Roadway Drainage Improvements	Corridor Studies	Recreation Trails
Park and Ride Lots	Intersection Improvements	Safe Routes to School
Highway Widening or Reconstruction	Signalization	Retrofit of Sidewalks to meet ADA requirements

Any resurfacing project must be proposed on Federal Aid System eligible roadways only. To see if a particular roadway is Federal Aid System eligible, please refer to municipal tables at <http://www.planning.ri.gov/>

statewideplanning/transportation/reclass.php. Eligible criteria for alternative transportation projects, including bike, pedestrian, historic preservation of transportation facilities, and environmental mitigation, are outlined at <https://www.fhwa.dot.gov/map21/factsheets/tap.cfm>.

In the past, separate calls for proposals have been issued for recreational trails and safe routes to school program funds. This may not be the case moving forward; therefore all stakeholders interested in pursuing those types of projects are urged to submit their projects for consideration as part of this process. In addition, all projects that have been funded through existing earmarks must also resubmit their projects for consideration as a part of this solicitation.

We have strived to maintain a streamlined and simple application process for new project submissions. Follow the instructions outlined on the application form carefully. All projects submitted will be categorized by MPO, RIPTA and RIDOT staff and reviewed according to the process outlined below. Specific projects may be asked to complete a more detailed application for further review, if necessary.

All project proposals must be in conformance with the State Guide Plan, including the Land Use Plan, Land Use 2025 and the Long Range Transportation Plan, Transportation 2035. These plans are available at <http://www.planning.ri.gov/planning/>. Projects must also be consistent with the applicable Local Comprehensive Plan.

New project proposals must be submitted on the application forms available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. These forms may be completed using Adobe Acrobat, which can be downloaded at <http://get.adobe.com/reader/otherversions/>. All application forms must be complete to be considered for funding. Additional pages beyond the required documents will not be considered during the initial project evaluation and should not be submitted. For any application submitted by a Regional Planning Agency, Non-Profit Organization, or member of the public, the application must include the signature of the Chief Executive Official of the municipality in which the project is located or a separate letter acknowledging notice of the project. Each project must also include an 8 ½" x 11" map, clearly indicating the project location with street names and/or route numbers.

Municipalities or any entity submitting any projects, must complete a Project Prioritization Cover Sheet and include it with the full TIP submittal. All projects must be assigned a priority ranking on this sheet. Submissions that are not accompanied by the Project Prioritization Cover Sheet will not be reviewed.

Municipalities are urged to involve the public in the preparation of their TIP recommendations through advisory committees, public meetings, and other methods. At a minimum, city and town governments shall hold a public hearing allowing the general public an opportunity to comment on the municipality's full TIP submission. Local Planning Boards and Commissions, Joint Municipal Planning Commissions established under Chapter 45-22.1 of the General Laws, Regional Councils of Local Governments established under Chapter 45-43 of the General Laws, and municipal and regional committees may also propose projects. Non-municipal organizations are urged to involve the public in their recommendations through direct interaction with member municipalities, advisory committees, and public meetings. A submission must include evidence that the chief elected official of the city or town in which the project is located was notified.

All required public hearings shall be held in compliance with Rhode Island General Laws 42-46-6 and 42-46-7, Title VI/Nondiscrimination statutes and regulations, and held prior to the proposal submission deadline of January 8, 2016. Applications with public hearing dates after January 8, 2016 will not be accepted.

## FINAL PROJECT APPLICATION SUBMISSION

The following information constitutes a complete TIP submission package:

Three (3) collated copies of all completed application forms and supporting materials including:

- Project Prioritization Cover Sheet, including a ranking of all projects proposed by the applicant
- Application for New Projects for each new project proposed, completed and signed by Chief Executive Official (or including a letter of acknowledgement of application for non-municipal organizations).
- Electronic file of the complete application (provided via e-mail to Kimberly Crabill at Kimberly.crabill@doa.ri.gov or on a CD to Kimberly Crabill, Rhode Island Statewide Planning Program, One Capitol Hill, Providence, RI 02908)

This information must be received by the Statewide Planning Program, to the attention of Kimberly Crabill by FRIDAY, JANUARY 8, 2016 AT 3:00 P.M. Incomplete applications and applications submitted after the deadline will not be reviewed.

## TIP PREPARATION WORKSHOPS

The MPO, RIDOT, and RIPTA will host two (2) workshops outlining the application process for the FFY 17-25 TIP. The workshops are being held to assist cities and towns, and other groups and individuals in developing TIP project proposals. These workshops will be held on:

THURSDAY, DECEMBER 3, 2015 AT 6:00 P.M.  
 Department of Administration  
 William E. Powers Building  
 Conference Room A, 2nd Floor  
 One Capitol Hill, Providence, RI

FRIDAY, DECEMBER 4, 2015 AT 1:00 P.M.  
 Department of Administration  
 William E. Powers Building  
 Conference Room A, 2nd Floor  
 One Capitol Hill, Providence, RI

## PROJECT APPLICATION PRESENTATIONS

All applications may be presented at one (1) of four (4) regional public meetings to be conducted by the Transportation Advisory Council (TAC). These public meetings will be held in the following locations:

JANUARY 11, 2016 at 6:00PM  
 RI Department of Administration  
 William E. Powers Building  
 Conference Room A, Second Floor  
 One Capitol Hill, Providence, RI

JANUARY 13, 2016 at 6:00PM  
 John H. Chafee Blackstone River Valley Corridor  
 Commission Office  
 One Depot Square, Woonsocket, RI

JANUARY 12, 2016 at 6:00PM  
 Middletown Town Hall  
 350 East Main Road, Middletown, RI

JANUARY 14, 2016 at 6:00PM  
 South Kingstown Town Hall  
 180 High Street, Wakefield, RI

Presentation of an application can be done through an oral or written statement for the record, delivered at one of the meetings. It is recommended that a presentation clearly identify the proposal and briefly describe the project in terms of location and scope of work requested. Although the public meeting dates are confirmed, if there are any changes due to a weather event or any other unforeseen circumstances, information will be posted <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>.

## PROJECT SELECTION CRITERIA

As outlined previously, a key focus of the FFY 17-25 TIP is to better integrate transportation asset management principles into the overall transportation planning process. Projects in the categories of Bridge, Pavement, Traffic and Drainage will be primarily selected using data driven management systems, optimizing the impact



of the total investment in Rhode Island's transportation network.

Bridge Projects will be chosen by using the American Association of State Highway and Transportation Officials (AASHTO) BrM (Bridge Management) system, which combines inspection, inventory data collection, and analysis to result in performance-driven project recommendations. The recommendations developed through the use of BrM will be adjusted according to available funding. Any bridge projects submitted through the public process of the TIP will be analyzed to determine whether inclusion of alternate project selections would maintain or delay target years for attainment of the 90% bridge sufficiency requirement under either funding alternative.

Pavement Projects will be chosen through a method that uses 2014 Pavement Structural Health Index (PSHI) data (ride of the road and structural deficiencies), in conjunction with Average Daily Traffic (ADT) and applies a pavement preservation approach: the right treatment, to the right pavement, at the right time will reduce costs and improve overall pavement conditions. Any pavement projects submitted through the public process of the TIP will be analyzed to determine whether inclusion of alternate project selections would allow the state to maintain target PSHI levels (80%), would fit pavement preservation criteria, and could be included under either funding alternative.

Traffic Projects will be chosen with three primary types of projects as a focus: intersection improvements, corridor improvements, and signal optimization. A cost-benefit analysis will be undertaken for projects, with the target of improving mobility and enhancing safety in a cost effective and efficient manner. Projects submitted through the public process of the TIP will be reviewed to determine whether inclusion would provide similar or improved safety and mobility outcomes under either funding alternative.

Drainage projects will be chosen once a full inventory of the state's drainage structures and associated infrastructure is completed. The state is responsible for an estimated 25,000 stormwater catch basins, 2,000 outfalls, and 100 structural best management practices (stormwater treatment systems). The inventory results will drive development of a plan to invest in critical drainage infrastructure and will allow the state to meet the requirements of the Federal consent decree over the next decade.

Other funding categories, such as Transit Capital and Transportation Alternatives (which may include but are not limited to projects focused on bicycle or pedestrian access, scenic overlooks, historic preservation of transportation facilities, environmental mitigation, recreational trails, etc.), are better suited for selection using a defined set of guiding principles which are outside of objective engineering criteria and take into consideration such things as mobility, cost effectiveness, environmental impact, and economic development. The guiding principles that will be applied to these projects are available at <http://www.planning.ri.gov/statewideplanning/transportation/tip.php>. These projects will be evaluated according to the guiding principles by a subcommittee comprised of staff of the MPO, RIDOT, RIDEM, RIPTA and members of the Transportation Advisory Committee. Although the projects will not be scored using a numeric scoring process, the subcommittee will use guiding principles in their decision making.

## PREPARATION OF THE DRAFT TIP

After all of the final recommendations of projects have been compiled using the process outlined above, staff of RIDOT, RIPTA and the MPO will work together to prepare a draft TIP document. This document will include text outlining policies and themes of the TIP, the transportation planning process, and the organization of transportation planning in Rhode Island. In addition to the text, the document will also contain detailed tables listing projects eligible for federal funding by category. For most projects, a description, location, and estimated cost will be provided. Also shown, for most projects, are the phases for which federal funding authorization is anticipated. Once this draft document is prepared, it will be presented to the TAC and a public hearing will be conducted. Following the public hearing, there will be an additional 30 day notice period

during which public comment will be accepted. At the close of the public comment period, MPO staff will prepare a summary of all input, which will be presented to the Transportation Advisory Committee and the State Planning Council.

## **ADOPTION OF THE TIP**

After careful consideration of all public input received, staff of the MPO, RIDOT and RIPTA will work together to prepare a second draft of the TIP to present to the TAC and the State Planning Council acting as the MPO, will adopt the TIP at a public meeting. Once the final draft TIP is approved by the State Planning Council, the document will be forwarded to the Governor for approval and transmitted to the Federal Highway Administration and Federal Transit Agency for final approval.

## **ADDITIONAL INFORMATION**

The MPO will be providing announcements, updates, and reminders through the Statewide Planning Program's electronic newsletter (subscribe at <http://www.planning.ri.gov/newsletter/index.php>) and on the Division of Planning website at <http://www.planning.ri.gov/>.

The MPO, RIDOT and RIPTA look forward to working cooperatively with municipalities, transportation providers, area non-profit organization and members of the general public in preparing a TIP which results in a program of projects that will optimally invest the State's limited resources resulting in a more multimodal, interconnected transportation network. If you have any questions about the TIP process, please contact Karen Scott, Assistant Chief of the Statewide Planning Program at 401-222-4411 or [karen.scott@doa.ri.gov](mailto:karen.scott@doa.ri.gov).

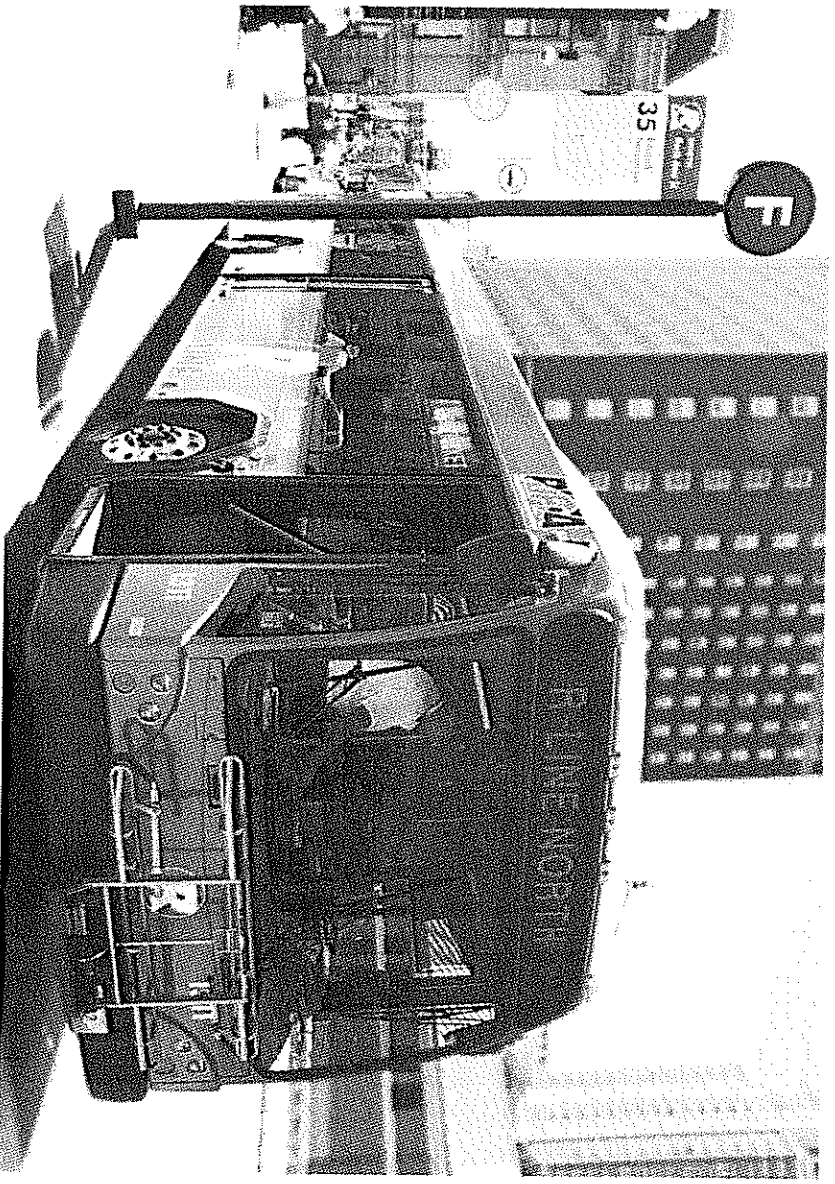
# FY 2013 – FY 2016 Transit Program

## Introduction

RIPTA has advanced nearly every item in the FY 2013-16 TIP toward full implementation. Available funds have been obligated into grants and are being expended as programmed. In the time since the TIP opened in October 2012, RIPTA has undertaken significant organizational changes, establishing new processes, oversight, and financial controls.

Notable accomplishments in these years include launch of R-Line service, improvements to Kennedy Plaza in partnership with the City of Providence, and the purchase of 50 clean diesel buses. The Elmwood campus was fully secured with ID badge access, and safety and driver training programs were overhauled.

The tables on the following pages show the annual programmed funding levels for the various initiatives detailed in the FY 2013-16 TIP, along with a brief update for each initiative. Projects are grouped under two umbrellas: “Maintaining and Optimizing Service and Facilities” and “Expanding and Enhancing Service and Facilities.” All dollar amounts shown are in millions.





## FY 2013 – FY 2016 Transit Program

### Maintaining and Optimizing Existing Service and Facilities

Infrastructure investments require routine maintenance in order to ensure longevity and a cost-effective return on the capital investment. Well-maintained vehicles keep their value and suffer fewer failures, benefitting our customers and the bottom line by avoiding expensive emergency repairs. In order to ensure that our vehicles and equipment are kept in a state of good repair, RIPTA spends federal funds each year on the maintenance of its vehicles and replacement of tools and equipment. In addition to maintenance, keeping public transit at existing levels requires financial support for operations. Several federal programs allow for ongoing support of specific bus services.

#### Capital Replacement and Repair

##### Replacement of Fixed Route Vehicles

RIPTA's highest capital priority is regular replacement of revenue vehicles. RIPTA's current fleet includes 231 buses, trolleys, and vans used for fixed route and Flex zone service. RIPTA replaced 50 full-size fixed route vehicles between FFY 2013 and 2015 and expects to replace an additional 24 full-size buses and 11 Flex zone vans in FFY 2016. Full-size buses are expected to operate a minimum of 12 years and 500,000 miles. Regular replacement of older vehicles allows RIPTA to keep maintenance costs predictable. Newer buses are more fuel-efficient and less polluting than the vehicles they replace. Funds for vehicle replacement come from a combination of the Section 5307 and the CMAQ- Revenue Vehicles program. Under MAP-21, funds for bus purchases are also available from the Section 5339 program; these funds will be available for obligation towards future bus purchases upon completion of a new State Management Plan this year.

FFY	2013	2014	2015	2016
Section 5307	8.90	8.90	18.90	8.90
Section 5339			9.69	3.25
CMAQ	1.10	1.10	1.10	1.10



## FY 2013 -- FY 2016 Transit Program

### *Replacement of Paratransit Vehicles*

Passenger vans seating 10-16 people are used to transport passengers on RIPTA's ADA complementary paratransit service, which is required of every public transit provider. RIPTA completed a paratransit van replacement program shortly before the current TIP opened using a combination of 5307 Urban Area program funds and 5310 Elderly Individuals and Individuals with Disabilities program funds. We plan to replace an additional 25 vehicles in FFY 2016.

FFY	2013	2014	2015	2016
Section 5307	0.20	0.40	0.83	1.50
Section 5310	0.79	0.80	2.48	1.40

### *Preventive Maintenance*

RIPTA uses federal funds to support ongoing maintenance of federal assets through the Preventive Maintenance program. During the 2013-2015 period RIPTA used Preventive Maintenance funds to support maintenance department salaries, maintenance supplies, and contracted work such as elevator repair, inspection of generators, and repairs to bus lifts. Starting in FFY 2015, RIPTA increased funding due to FTA's reclassification of some types of work from Equipment and Supplies as well as to reflect renewed focus on maintaining our assets.

FY	2013	2014	2015	2016
Section 5307	12.00	12.00	14.75	14.75



## FY 2013 – FY 2016 Transit Program

### *Renovation of Maintenance and Administrative Facilities*

This program funded repairs to RIPTA's Elmwood and Newport bus garages and administrative offices, including security enhancements, roof replacements, and repairs to building systems. Between 2013 and 2016, funds were used to secure the Elmwood campus through the installation of key card access throughout the facility. In addition, RIPTA replaced the Newport garage roof, made repairs to the fuel pump at Elmwood, and replaced the roof at the Providence Transportation building (solar panels were funded by ARRA grants found in the prior TIP). This program also funded the cost of renovation to the Dispatch offices to accommodate real-time technology. Funds granted in 2016 are expected to be used towards renovations associated with the most up to date environmental and safety compliance.

<i>FY</i>	2013	2014	2015	2016
<i>Section 5307</i>	0.75	1.10	1.00	1.00

### *Intelligent Transportation System Equipment and Computers*

This program funds the purchase of a variety of Intelligent Transportation System (ITS) equipment, including both regular replacement of standard information systems as well as upgrades associated with increasing operational efficiency. The regular replacement program includes items like desktop computers, servers and networking equipment. In addition, RIPTA has made a series of major investments in performance review technology. This program, generally called the ATMS program, includes real-time bus tracking software coupled with bus-mounted hardware such as Automatic Passenger Counters, Automatic Vehicle Locaters, and Stop Annunciators, as well as real-time signs. Other investments include trip scheduling computer programs for Ride demand response services.

<i>FY</i>	2013	2014	2015	2016
<i>Section 5307</i>	2.73	2.18	2.20	2.54

### *Replacement Equipment & Supplies*

This item funds replacement of support equipment, capital supplies and non-revenue vehicles. During this period RIPTA replaced bus engines and parts, five street supervision vehicles, some office equipment, and capital tools such as brake lathes and diagnostic equipment.

<i>FY</i>	2013	2014	2015	2016
<i>Section 5307</i>	2.02	1.92	1.19	2.47



## FY 2013 – FY 2016 Transit Program

### Operating Support

#### *Service to Jobs and Training*

RIPTA used Section 5316 funds, and after MAP-21, 5307 funds, to support fixed route service associated with the Jobs Access Reverse Commute program. These routes support urban residents commuting to jobs in lower density areas.

FY	2013	2014	2015	2016
Section 5316/5307	1.14	1.16	1.17	1.18

#### *Transportation for Individuals with Disabilities (Complementary ADA)*

This item funded a portion of the costs of service required under the Americans with Disabilities Act of 1990 for people with disabilities that prevent the use of the fixed route bus system. Service is provided by the Ride program.

FY	2013	2014	2015	2016
Section 5307	3.38	3.41	3.45	3.48

#### *Rural Service/RTAP/Intercity Bus Connections*

These programs defray half the cost of rural service as well as training, technical assistance and support services that benefit the rural areas of the state. With our statewide service, the funds have been used to support training and technical assistance of particular interest to rural areas. Funds obligated under the prior TIP were used to support these services during much of this period. MAP-21 brought increased funding for the programs. Funds obligated in 2015 and 2016 will continue to support and expand rural service moving forward. As part of the renewal of its 5-year strategic plan, RIPTA will engage rural communities in a discussion about their future transit needs.

FY	2013	2014	2015	2016
Intercity			0.63	0.24
Rural Ops/RTAP			3.79	1.41



## FY 2013 – FY 2016 Transit Program

### *Planning, Outreach & Training*

This program supports RIPTA's long and short term transit planning efforts, including data collection and analysis, transit service evaluation, and execution of plans and studies programmed in the MPO's Unified Planning Work Program. Within certain limitations, federal funds can also be used for direct training expenses. RIPTA's training programs focus on safe driving and environmental compliance.

FY	2013	2014	2015	2016
Section 5307	0.98	1.00	2.02	1.04

### *Mobility Management*

This program funds activities which support Ride coordination and brokerage activities. During this period, funds provided ongoing support for RIPTA's paratransit call center, where trip requests are processed and scheduled, as well as the communications system that supports the service. Funds also defrayed the cost of moving to more efficient real-time scheduling software for the 110-vehicle paratransit system.

FY	2013	2014	2015	2016
Section 5307	1.20	1.20	1.20	1.20

### *Transit Service Initiatives – Rapid Bus*

CMAQ transit service initiative funds are used to support new bus service. During 2013, RIPTA used CMAQ Service initiative funds to reimburse the cost of expanded Rte 6 service to the Roger Williams Park Zoo. Starting in 2014, RIPTA used CMAQ funds to reimburse a portion of the cost of R-Line service. The R-Line connects downtown Pawtucket to the Providence Train Station and Broad Street. The service has been a notable success, using a combination of elements to improve service on our busiest bus line. Elements include signal priority, artist-designed station improvements, improved stop spacing, and branded vehicles.

FY	2012 Carryover	2013	2014	2015	2016
CMAQ	1.20	1.20	1.20	1.20	1.20





## FY 2013 – FY 2016 Transit Program

### *Passenger Initiatives*

This program funds programs to introduce new passengers to transit and improve air quality by improving outreach and engagement with passengers. During this period, the program funded publication and distribution of timetables at intermodal facilities, on the web, and at other public places within the state's transportation network. In addition, a portion of the funds supported the final year of the Ozone Alert air quality campaign, as well the Try Transit Summer Challenge.

FY	Carryover 2012	2013	2014	2015	2016
Section 5307	0.50	0.50	0.50	0.50	0.50

### *Newport Gateway Hurricane Repairs*

In the aftermath of Hurricane Sandy, RIPTA received a special Public Transportation Emergency Relief Program grant to aid in repairing the storm-damaged Newport Gateway bus hub. These funds are not required to be listed in the TIP but are being expended and monitored by RIPTA in accordance with the principles applied to all federal grants.



## FY 2013 – FY 2016 Transit Program

### Expanding and Enhancing Service and Facilities

Each year, communities around the state request additional transit service. Yet RIPTA is challenged to meet service standards within its existing footprint. This is due to the inherent structural deficit created by using the gas tax – a shrinking source of revenue – as a public subsidy. Despite these constraints, the agency has had notable success by making targeted improvements in service quality, passenger facilities, and vehicles. During the first years of implementation of the FY 2013-16 TIP, RIPTA implemented operational efficiencies developed through the COA (a comprehensive review of how our service could best meet current demands) and launched new rapid bus service and express routes.

#### Capital Expansion

##### *Passenger Facility Improvements (Including 1% 5307 Associated Transit Improvements set aside)*

This program funds improvements to passenger hubs, bus shelters, and the expansion of rapid bus corridors, as identified in RIPTA's 5-year strategic plan. Funds were used in coordination with the City of Providence's efforts to renovate Kennedy Plaza, funding the installation of new passenger shelters, ticket vending machines, and landscaping. By reducing a lane of traffic and reworking service patterns, RIPTA reduced our footprint in the Plaza and created a safer, more user-friendly space. We anticipate using 2015 and 2016 funds to support construction of bus hubs identified in the COA.

FY	2013	2014	2015	2016
Section 5307	1.00	0.89	0.68	0.70

##### *Transportation Support Projects*

This program allocates funding for traffic signalization and other investments that support transit services such as bus stop signs, bus shelters, and traffic signalization. In 2013 and 2014 these funds contributed to the R-Line project by funding the design and engineering of improvements to traffic signals. R-Line buses can hold the signal as they approach a green light, shortening trip travel time and reducing emissions. Latter-year funds support the bus stop realignment program and performance management software.

FY	2012 Carryover	2013	2014	2015	2016
CMAQ	0.50	0.50	0.50	0.50	0.50



## FY 2013 – FY 2016 Transit Program

### Traffic Signalization

These 2012 funds were carried forward into 2014 in order to contribute to the development of traffic signalization improvements.

FY	2012 Carryover	2013	2014	2015	2016
CMAQ	0.50				

### New Freedom

This program was eliminated as a separately funded program with the advent of MAP-21. However, prior year funds were spent during this period on several programs, including the purchase of accessible cabs in partnership with Rhode Island taxi companies. Funds were also used in the development of ADA improvements to Park and Ride lots owned by RIDOT.

### Incomplete Projects

#### Pilot Car Sharing

Since this item was programmed, Zipcar and other car sharing programs have established themselves in Rhode Island. However, a need for expanded vanpool service has been identified, particularly to serve employers located in the Quonset Business Park. RIPTA is now working to advance this project.

FY	2012 Carryover	2013	2014	2015	2016
CMAQ	0.14				

#### Quonset Ferry Boat Discretionary Program

RIPTA was awarded a ferry boat discretionary grant in partnership with Rhode Island Fast Ferry (RIFF) for improvements to the parking lot at Quonset Ferry Terminal. RIFF asked to shift the project start date by a year to allow for completion of another construction project.

FY	2013	2014	2015	2016
Ferry Boat Discretionary			0.35	



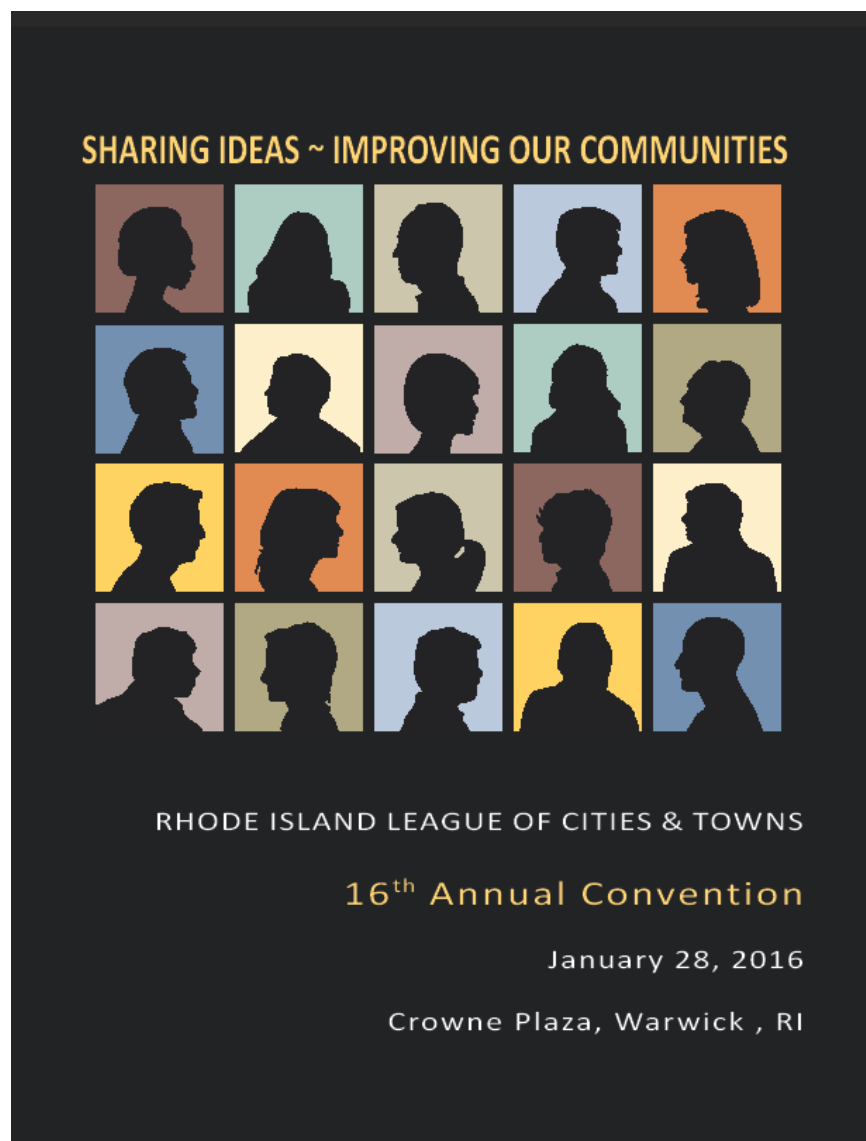
**FY 13-16 Transportation Improvement Program - Status Report - RIDOT**

TIP Program Category	Project Name	Towns	Limits	Construction Completed	Proposed for completion as part of FY 13-16 TIP	Program Year in 10 Year Strategic Plan (Using Existing Funding)	Program Year in 10 Year Strategic Plan (RhodeWorks scenario)	Must be added to Project Prioritization Cover Sheet for consideration	Comments
Bridge Program	Jamestown - Verrazano Bridge No. 800 Phase V	Jamestown	Route 138 over the West Passage of Narragansett Bay		X				2014-CB-067
ADA Projects	Sidewalk and Curbing Replacement on Walcott Avenue	Jamestown	Hamilton Ave. to Fort Wetherill State Park					X	Curb ramps will be added to ADA Curb Ramp Program
Pavement Management Program	Narragansett Avenue	Jamestown	End to Southwest Avenue			2023	2023		'0081C Program
S & D - Bike Pedestrian	Ice Road Bike Path	Jamestown	Mostly off-road bicycle/pedestrian connection from North Road to East Shore Road beginning south of the reservoir and connecting to Eldred Avenue and East Shore Road.					X	Consultant contract awarded to conduct Feasibility Study. Awaiting approval to issue Notice to Proceed.
S & D - Bike Pedestrian	Jamestown Bridge Bike / Pedestrian Access	Jamestown	Provide bicycle and pedestrian access on and off the bridge from both towns.					X	Consultant contract awarded to conduct Feasibility Study. Awaiting approval to issue Notice to Proceed.



**From:** Denise Arrighi [mailto:denise@rileague.org]  
**Sent:** Wednesday, December 02, 2015 11:49 AM  
**To:** undisclosed-recipients:  
**Subject:** RI League of Cities & Towns 2016 Annual Convention

**Dear Municipal Members,**  
**Come join us on January 28<sup>th</sup> for your League's 16<sup>th</sup> Annual Convention. Please use the attached form to register or just email us back your departments list of attendees.**  
**This flyer will be sent my USPS to your city or town so please be on the lookout and spread the word to your department!**



**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 **DECEMBER 7, 2015** MEETING

**MOTOR VEHICLE ABATEMENTS TO 2015 TAX ROLL**

#18-0028-40M Randol, Jeffrey & Renee	Motor Vehicles – 2008 Lexus Reg. #518056 & 2002 Acura #413474 – Registered in Missouri	\$43.24
---	---	---------

**REAL PROPERTY ABATEMENTS TO 2015 TAX ROLL**

#01-0334-00 Swistak, Deborah & Anderson, C. P. & J.	Plat 4, Lot 27 – Property transfer 11-15-15 to Account #05-0361-00	\$11,654.38
#02-0248-00 Barry, Kevin M. & Judith A.	Plat 5, Lot 457 Property transfer 10-29-15 to Account #04-0673-00	\$3,147.44
#02-0442-74 Bell, Eric & D.A. Curci Builders, LLC	Plat 9, Lot 146 Property transfer 11-16-15 to Account #05-0353-75	\$5,780.80
#03-0370-95 Case, John P. & Quaker M.	Plat 2, Lot 112 Property transfer 11-3-15 to Account #13-0320-70	\$6,650.66
#05-0311-85 Entenmann, Jacqueline Mary	Plat 8, Lot 788 Property transfer 10-22-15 to Account #16-0686-15	\$3,491.86
#05-0361-00 Evangelista, Stephen A.	Plat 1, Lot 219 Property transfer 10-23-15 to Account #19-1539-75	\$5,885.04
#08-0146-25 Hansen, Peter T. & Rita R.	Plat 2, Lot 184 Property transfer 10-30-15 to Account #04-0076-00	\$5,066.74
#08-0425-00 Henrotin, Clifford	Plat 10, Lot 8 Property transfer 11-2-15 to Account #19-0468-25	\$7,029.95
#08-1041-00 Phelan, Wynne S.	Plat 10, Lot 35 Property transfer 10-30-15 to Account #12-0236-03	\$2,219.58
#10-0020-00 Jacobsen, Gary B. & Margaret F Trustees	Plat 8, Lot 170-4H Property transfer 11-3-15 to Account #19-0763-05	\$5,615.18
#12-0868-36 Lott, M. T., LLC	Plat 9, Lot 794 Property transfer 11-17-15 to Account #08-0273-56	\$4,968.77
#13-0086-50 MacInnes, Duncan H. & Ian F., Trustees	Plat 10, Lot 111 Property transfer 11-13-15 to Account #04-0955-00	\$6,964.98
#13-1280-75 McNamara, Neal & Elizabeth J, Trustees	Plat 3, Lot 228 Property transfer 10-28-15 to Account #13-1027-05	\$2,567.96
#13-1302-75 McWeeney, Edward J.	Plat 14, Lot 153 Property transfer 11-13-15 to Account #04-0775-75	\$619.87
#16-0628-50 Pesare, Nina M.	Plat 3, Lot 526 Property transfer 10-30-15 to Account #16-0629-00	\$5,460.97
#18-0001-75 Raczewski, Thomas A.	Plat 14, Lot 144 Property transfer 11-5-15 to Account #06-0149-90	\$2,902.47
#19-0763-05 Shore, Michael B. Family Trust – 2015	Plat 8, Lot 170-4H - Veterans Exemption	\$8.73
#23-0023-00 W.A.C. & Family, LLC	Plat 15, Lot 292 Property transfer 10-23-15 to Account #19-1224-00	\$3,391.52



#25-0011-00 Yashar, Stephen & Beverly	Plat 9, Lot 792 Property transfer 11-18-15 to Account #16-0173-15	\$26,191.42
--	--	-------------

**REAL PROPERTY ADDENDA TO 2015 TAX ROLL**

#04-0076-00 Daly, Michael	Plat 2, Lot 184 Property transfer 10-30-15 from Account #08-0146-25	\$5,066.74
#04-0673-00 Dolce, David	Plat 5, Lot 457 Property transfer 10-29-15 from Account #02-0248-00	\$3,147.44
#04-0775-75 Douglas Enterprises, Ltd.	Plat 14, Lot 153 Property transfer 11-13-15 from Account #13-1302-75	\$619.87
#04-0955-00 Dumplings Land, LLC	Plat 10, Lot 111 Property transfer 11-13-15 from Account #13-0086-50	\$6,964.98
#05-0353-75 Estes, Karen L.	Plat 9, Lot 146 Property transfer 11-16-15 from Account #02-0442-74	\$5,780.80
#05-0361-00 Evangelista, Stephen A.	Plat 4, Lot 27 – Property transfer 11-15-15 from Account #01-0334-00	\$11,654.38
#06-0149-90 Federal National Mortgage Association	Plat 14, Lot 144 Property transfer 11-5-15 from Account #18-0001-75	\$2,946.37
#08-0273-56 Haun, Philip M. & Bonnie C.	Plat 9, Lot 794 Property transfer 11-17-15 from Account #12-0868-36	\$4,968.77
#12-0236-03 Laurie, Duncan I.T., Trustee	Plat 10, Lot 35 Property transfer 10-30-15 from Account #08-1041-00	\$2,219.58
#13-0320-70 Malloy, Liam C. & Gina G.	Plat 2, Lot 112 Property transfer 11-3-15 from Account #03-0370-95	\$6,650.66
#13-1027-05 McElroy, Brian	Plat 3, Lot 228 Property transfer 10-28-15 from Account #13-1280-75	\$2,567.96
#16-0173-15 Park, Young & Langbein-Park, Anja, Tst	Plat 9, Lot 792 Property transfer 11-18-15 from Account #25-0011-00	\$26,191.42
#16-0629-00 Pesare-Mauro, Louise M.	Plat 3, Lot 526 Property transfer 10-30-15 from Account #16-0628-50	\$5,460.97
#19-0763-05 Shore, Michael B. Family Trust - 2015	Plat 8 Lot 1704H Property transfer 11-3-15 from Account #10-0020-00	\$5,615.18
#19-1224-00 Snoeren, Pieter C. & Michelle J.	Plat 15, Lot 292 Property transfer 10-23-15 from Account #23-0023-00	\$3,391.52
#16-0686-15 Pezzelli, Lisa A.	Plat 8, Lot 788 Property transfer 10-22-15 from Account #05-0311-85	\$3,491.86
#19-0468-25 Sedgewick, Robert & Linda	Plat 10, Lot 8 Property transfer 11-2-15 from Account #08-0425-00	\$7,029.95
#19-1539-75 Streich, Mark I.	Plat 1, Lot 219 Property transfer 10-23-15 from Account #05-0361-00	\$5,885.04

<b>TOTAL ABATEMENTS</b>	<b>\$109,661.56</b>
<b>TOTAL ADDENDA</b>	<b>\$109,653.49</b>

RESPECTFULLY SUBMITTED,

*Kenneth S. Gray*

KENNETH S. GRAY,  
TAX ASSESSOR

December 4, 2015

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



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 November 30, 2015.

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

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 2015 - JUNE 2016  
November 1, 2015 - November 30, 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	0.00	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>0.00</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	8,560.44	47,082.42	61,489.58	43.37%
70002102 Salary, Clerical w/longevity	63,002.00	4,511.65	29,121.81	33,880.19	46.22%
70002302 Fees, Supplies & Dues	2,500.00	50.00	450.35	2,049.65	18.01%
70002303 Travel Expenses	12,000.00	750.00	6,092.10	5,907.90	50.77%
<b>70002 Town Administrator</b>	<b>186,074.00</b>	<b>13,872.09</b>	<b>82,746.68</b>	<b>103,327.32</b>	<b>44.47%</b>
<b>PROBATE COURT</b>					
70003101 Salary, Judge	5,081.00	390.82	2,149.51	2,931.49	42.30%
70003302 Fees, Supplies & Dues	1,750.00	-55.00	495.64	1,254.36	28.32%
<b>70003 Probate Court</b>	<b>6,831.00</b>	<b>335.82</b>	<b>2,645.15</b>	<b>4,185.85</b>	<b>38.72%</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	40.25	293.32	2,006.68	12.75%
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>40.25</b>	<b>2,051.00</b>	<b>9,133.00</b>	<b>18.34%</b>
<b>LEGAL</b>					
70050201 Professional Services	95,000.00	6,743.00	30,931.00	64,069.00	32.56%
<b>70005 Legal</b>	<b>95,000.00</b>	<b>6,743.00</b>	<b>30,931.00</b>	<b>64,069.00</b>	<b>32.56%</b>
<b>CLERK &amp; RECORDS</b>					
70060101 Salary, Town Clerk w/longevity	67,550.00	5,072.48	27,898.64	39,651.36	41.30%
70060102 Salary, Clerical (2) w/longevity	87,680.00	6,544.03	36,479.85	51,200.15	41.61%
70060302 Fees, Supplies & Dues	33,000.00	856.48	6,668.15	26,331.85	20.21%
70060305 Advertising & Printing	3,000.00	874.90	1,311.10	1,688.90	43.70%
<b>70060 Clerk &amp; Records</b>	<b>191,230.00</b>	<b>13,347.89</b>	<b>72,357.74</b>	<b>118,872.26</b>	<b>37.84%</b>
<b>PLANNING</b>					
70070101 Salary, Town Planner w/longevity	77,545.00	11,446.36	36,233.35	41,311.65	46.73%
70070102 Salary, Clerical (.8) w/longevity	36,444.00	2,612.20	16,829.57	19,614.43	46.18%
70070201 Planning Commission	7,150.00	0.00	0.00	7,150.00	0.00%
70070302 Fees, Supplies & Dues	5,500.00	44.83	1,254.93	4,245.07	22.82%
70070305 Advertising	500.00	0.00	121.50	378.50	24.30%
<b>70070 Planning</b>	<b>127,139.00</b>	<b>14,103.39</b>	<b>54,439.35</b>	<b>72,699.65</b>	<b>42.82%</b>
<b>ZONING</b>					
70080101 Salaries, Zoning Board (10)	10,000.00	0.00	975.00	9,025.00	9.75%
70080302 Supplies	700.00	-213.03	-394.06	1,094.06	-56.29%
<b>70080 Zoning</b>	<b>10,700.00</b>	<b>-213.03</b>	<b>580.94</b>	<b>10,119.06</b>	<b>5.43%</b>
<b>PERSONNEL</b>					
70090900 Social Security Tax	291,485.00	46,287.68	127,154.30	164,330.70	43.62%
70090901 Blue Cross/Delta Dental	681,500.00	47,522.71	236,065.74	445,434.26	34.64%
70090902 Worker's Compensation	70,000.00	0.00	63,500.00	6,500.00	90.71%
70090903 Retirement System	296,425.00	18,135.73	93,778.83	202,646.17	31.64%
70090906 Life Insurance	10,000.00	1,005.20	5,012.98	4,987.02	50.13%
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	10,339.27	49,548.35	69,256.65	41.71%
<b>70090 Personnel</b>	<b>1,608,215.00</b>	<b>123,290.59</b>	<b>678,554.07</b>	<b>929,660.93</b>	<b>42.19%</b>

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 2015 - JUNE 2016  
November 1, 2015 - November 30, 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	6,411.24	42,763.74	46,833.26	47.73%
70100101 Salary, Deputy Tax Collector w/long	64,989.00	4,664.55	27,874.58	37,114.42	42.89%
70100102 Consultant, Computer Technican	40,000.00	4,292.20	17,344.42	22,655.58	43.36%
70100201 Professional Services	16,000.00	3,277.77	5,937.01	10,062.99	37.11%
70100302 Fees, Supplies & Dues	22,000.00	912.17	4,849.71	17,150.29	22.04%
<b>70100 Finance</b>	<b>232,586.00</b>	<b>19,557.93</b>	<b>98,769.46</b>	<b>133,816.54</b>	<b>42.47%</b>
<b>TAX ASSESSOR</b>					
70110101 Salary, Assessor (.8) w/longevity	53,508.00	3,864.78	21,256.29	32,251.71	39.73%
70110102 Clerical (as needed)	0.00	0.00	0.00	0.00	#DIV/0!
70110302 Fees, Supplies & Dues	12,500.00	2,541.04	11,966.55	533.45	95.73%
70110305 Advertising & Printing	1,100.00	0.00	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>6,405.82</b>	<b>33,877.82</b>	<b>33,230.18</b>	<b>50.48%</b>
<b>AUDIT OF ACCOUNTS</b>					
70120201 Professional Services	22,000.00	3,255.00	19,065.00	2,935.00	86.66%
<b>70120 Audit of Accounts</b>	<b>22,000.00</b>	<b>3,255.00</b>	<b>19,065.00</b>	<b>2,935.00</b>	<b>86.66%</b>
<b>POLICE PROTECTION</b>					
70310100 Salary, Police Chief	88,521.00	6,809.26	37,450.93	51,070.07	42.31%
70310101 Salaries, Police(13)/ Dispatch(4.5) /Support (.8 & 1 seasonal)	911,986.00	69,404.78	429,085.83	482,900.17	47.05%
70310102 Longevity, Officers/Dispatch	45,943.00	4,408.88	21,784.83	24,158.17	47.42%
70310103 Police Benefits	46,320.00	4,171.70	21,339.33	24,980.67	46.07%
70310104 Overtime & Sick Leave	165,000.00	7,646.93	92,349.59	72,650.41	55.97%
70310105 Police Retirement	165,215.00	0.00	0.00	165,215.00	0.00%
70310302 Fees, Supplies & Dues	21,000.00	408.77	3,454.23	17,545.77	16.45%
70310303 Computer Maintenance	18,500.00	1,259.39	17,662.58	837.42	95.47%
70310305 Advertising	0.00	0.00	65.10	-65.10	#DIV/0!
70310307 Building Maintenance	5,000.00	312.27	769.46	4,230.54	15.39%
70310308 Vehicle Insurance	8,197.00	0.00	8,197.00	0.00	100.00%
70310309 Telephone	21,500.00	992.73	4,594.16	16,905.84	21.37%
70310310 Personal Equipment, Uniforms	8,000.00	2,290.27	2,528.86	5,471.14	31.61%
70310311 Maintenance Of Uniforms	32,150.00	0.00	1,545.13	30,604.87	4.81%
70310312 Ammunition & Supplies	4,000.00	0.00	1,758.00	2,242.00	43.95%
70310313 Maintenance, Police Cars	17,500.00	279.34	2,926.45	14,573.55	16.72%
70310314 Gas & Tires	38,000.00	0.00	9,061.01	28,938.99	23.84%
70310315 Training	20,000.00	1,707.94	6,737.02	13,262.98	33.69%
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	0.00	811.35	7,188.65	10.14%
<b>70310 Police Protection</b>	<b>1,638,832.00</b>	<b>99,692.26</b>	<b>667,318.21</b>	<b>971,513.79</b>	<b>40.72%</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	4,255.76	23,406.68	31,918.32	42.31%
70320101 Salary, Dispatch/Maintenance OT & Fill-in for Dispatch	56,510.00	826.57	15,330.64	41,179.36	27.13%
	3,731.00	0.00	0.00	3,731.00	0.00%
70320102 Deputy Fire Chief Stipend (2)	2,000.00	0.00	0.00	2,000.00	0.00%
70320103 Salary, Fire Inspector	17,980.00	2,483.58	7,547.63	10,432.37	41.98%
70320104 Fire Incentive Program	70,000.00	0.00	0.00	70,000.00	0.00%
70320302 Fees, Supplies & Dues	5,000.00	100.59	833.58	4,166.42	16.67%
70320308 Insurance	55,000.00	724.75	23,989.75	31,010.25	43.62%
70320309 Telephone	8,800.00	798.40	3,179.99	5,620.01	36.14%
70320313 Apparatus & Truck Repair	25,000.00	1,144.10	5,546.19	19,453.81	22.18%
70320314 Gas, Tires & Oil	15,000.00	0.00	3,335.77	11,664.23	22.24%

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 2015 - JUNE 2016  
November 1, 2015 - November 30, 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	340.44	610.44	11,389.56	5.09%
<b>70320319</b> Fuel Oil	14,000.00	0.00	145.24	13,854.76	1.04%
<b>70320320</b> Maintenance	13,500.00	322.68	5,259.99	8,240.01	38.96%
<b>70320321</b> Electricity	12,000.00	585.30	3,315.29	8,684.71	27.63%
<b>70320322</b> Alarm & Radio	6,000.00	1,140.00	1,508.16	4,491.84	25.14%
<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	0.00	322.76	1,177.24	21.52%
<b>70320325</b> Fire Equipment	15,000.00	2,438.28	2,963.25	12,036.75	19.76%
<b>70320326</b> Fire Extinguisher Agents	2,400.00	90.00	1,053.00	1,347.00	43.88%
<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>15,250.45</b>	<b>98,348.36</b>	<b>297,897.64</b>	<b>24.82%</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	965.85	9,286.24	18,643.76	33.25%
<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	14,400.00	73,440.00	101,760.00	41.92%
<b>70600330</b> Ambulance Building	16,000.00	244.00	2,655.80	13,344.20	16.60%
<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	2,189.30	9,158.04	10,841.96	45.79%
<b>70600334</b> Ambulance Office	5,000.00	357.37	1,109.65	3,890.35	22.19%
<b>70600336</b> Ambulance Vehicles	12,000.00	658.44	3,936.28	8,063.72	32.80%
<b>70600337</b> Ambulance Training	23,000.00	5,814.53	8,494.48	14,505.52	36.93%
<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>24,629.49</b>	<b>127,161.49</b>	<b>274,968.51</b>	<b>31.62%</b>
<b>PROTECTIVE SERVICE</b>					
<b>70330101</b> Salary, Building Inspector PT for New Position	64,564.00	4,966.44	55,384.85	9,179.15	85.78%
	5,395.00	0.00	0.00	5,395.00	0.00%
<b>70330102</b> Salary, Clerical (.5) w/longevity	25,014.00	1,836.83	12,346.65	12,667.35	49.36%
<b>70330117</b> Salary, Electrical Inspector	10,000.00	833.33	4,166.65	5,833.35	41.67%
<b>70330118</b> Salary, Plumbing Inspector	5,000.00	416.67	2,083.35	2,916.65	41.67%
<b>70330119</b> Salary, Mechanical Inspector	5,000.00	416.67	2,083.35	2,916.65	41.67%
<b>70330302</b> Fees, Supplies & Dues	4,500.00	76.96	3,140.65	1,359.35	69.79%
<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>8,546.90</b>	<b>79,205.50</b>	<b>200,267.50</b>	<b>28.34%</b>
<b>ADMINISTRATION</b>					
<b>70410101</b> Salary, Public Works Director (.5)	50,357.00	3,498.26	23,023.08	27,333.92	45.72%
<b>70410302</b> Fees, Supplies & Dues	1,200.00	6.67	95.64	1,104.36	7.97%
<b>70410 Administration</b>	<b>51,557.00</b>	<b>3,504.93</b>	<b>23,118.72</b>	<b>28,438.28</b>	<b>44.84%</b>
<b>ENGINEERING</b>					
<b>70420101</b> Salary/Environ Services (.6) w/longevity	38,927.00	2,790.24	15,346.32	23,580.68	39.42%
<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>2,790.24</b>	<b>22,988.34</b>	<b>27,138.66</b>	<b>45.86%</b>
<b>HIGHWAY</b>					
<b>70430100</b> Salary, Supervisor w/longevity	67,047.00	4,883.68	27,386.33	39,660.67	40.85%
<b>70430101</b> Salaries (10) w/longevity & Overtime	568,266.00	48,765.47	255,837.04	312,428.96	45.02%
<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	9,268.05	40,778.40	24,221.60	62.74%
<b>70430314</b> Oil & Gas	80,000.00	2,957.37	18,965.04	61,034.96	23.71%
<b>70430330</b> Sand & Gravel	15,000.00	934.60	3,938.11	11,061.89	26.25%
<b>70430331</b> Cold Patch	17,500.00	0.00	3,884.76	13,615.24	22.20%
<b>70430333</b> Road Supplies/Street Signs	15,000.00	610.06	3,421.38	11,578.62	22.81%
<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	567.35	2,605.33	3,894.67	40.08%
<b>70430 Highway</b>	<b>857,333.00</b>	<b>67,986.58</b>	<b>375,769.77</b>	<b>481,563.23</b>	<b>43.83%</b>

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 2015 - JUNE 2016  
November 1, 2015 - November 30, 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	7,047.07	8,085.07	40,914.93	16.50%
<b>70440 Snow Removal</b>	<b>77,000.00</b>	<b>7,047.07</b>	<b>8,085.07</b>	<b>68,914.93</b>	<b>10.50%</b>
<b>WASTE REMOVAL</b>					
70450101 Salary, Operator w/longevity	55,607.00	4,543.48	25,880.68	29,726.32	46.54%
Sunday OT hours	6,335.00	0.00	0.00	6,335.00	0.00%
70450309 Telephone	600.00	51.15	204.58	395.42	34.10%
70450321 Electricity	1,300.00	53.89	107.89	1,192.11	8.30%
70450340 Maintenance & Testing	42,000.00	0.00	7,785.00	34,215.00	18.54%
70450341 Transfer Trucking & Recycling	310,000.00	22,443.10	106,490.82	203,509.18	34.35%
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>27,091.62</b>	<b>140,468.97</b>	<b>275,873.03</b>	<b>33.74%</b>
<b>STREET LIGHTING</b>					
70460321 Electricity	82,500.00	5,465.53	21,060.36	61,439.64	25.53%
<b>70460 Street Lighting</b>	<b>82,500.00</b>	<b>5,465.53</b>	<b>21,060.36</b>	<b>61,439.64</b>	<b>25.53%</b>
<b>OTHER PUBLIC WORKS</b>					
70480342 Town Cemetery & Parade	2,100.00	0.00	74.82	2,025.18	3.56%
<b>70480 Other Public Works</b>	<b>2,100.00</b>	<b>0.00</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	4,340.57	25,174.85	34,825.15	41.96%
70490302 Building/Cleaning Supplies	5,300.00	290.90	599.14	4,700.86	11.30%
70490309 Telephone & Alarms	15,000.00	1,058.86	6,191.85	8,808.15	41.28%
70490321 Electricity	60,000.00	3,319.70	15,249.44	44,750.56	25.42%
70490324 Water	10,500.00	75.10	1,712.75	8,787.25	16.31%
70490343 Heat	45,000.00	316.92	988.32	44,011.68	2.20%
70490344 Repairs & Maintenance	43,000.00	2,930.40	17,390.95	25,609.05	40.44%
70490375 Landscape	9,500.00	205.00	1,893.91	7,606.09	19.94%
<b>70490 Public Buildings</b>	<b>248,300.00</b>	<b>12,537.45</b>	<b>69,201.21</b>	<b>179,098.79</b>	<b>27.87%</b>
<b>TREE MANAGEMENT PROGRAM</b>					
70495101 Consultant	9,600.00	1,050.00	3,175.00	6,425.00	33.07%
70495302 Materials & Supplies	1,800.00	0.00	898.85	901.15	49.94%
70495360 Tree Pruning	15,000.00	6,575.36	7,831.28	7,168.72	52.21%
70495370 Purchase Of Trees	5,000.00	805.00	1,875.00	3,125.00	37.50%
<b>70495 Tree Management Program</b>	<b>31,400.00</b>	<b>8,430.36</b>	<b>13,780.13</b>	<b>17,619.87</b>	<b>43.89%</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	29,872.10	41,820.90	41.67%
<b>70600 Public Health</b>	<b>89,193.00</b>	<b>5,974.42</b>	<b>38,872.10</b>	<b>50,320.90</b>	<b>43.58%</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	0.00	1,166.28	13,833.72	7.78%
<b>70610 Animal Control</b>	<b>20,000.00</b>	<b>0.00</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  
November 1, 2015 - November 30, 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	5,247.38	28,860.59	41,060.41	41.28%
70700101 Salaries (2FT & 2@.875)w/longevity	144,990.00	9,722.14	57,332.05	87,657.95	39.54%
70700102 Custodian	0.00	0.00	0.00	0.00	#DIV/0!
70700302 Fees, Supplies & Dues	8,500.00	467.48	3,206.29	5,293.71	37.72%
70700308 Insurance	12,850.00	0.00	12,850.00	0.00	100.00%
70700309 Telephone	1,200.00	81.26	315.88	884.12	26.32%
70700310 Equipment	500.00	0.00	538.95	-38.95	107.79%
70700321 Electricity	24,000.00	1,342.59	6,941.37	17,058.63	28.92%
70700343 Heat	18,500.00	0.00	0.00	18,500.00	0.00%
70700344 Repairs & Maintenance	19,000.00	174.45	3,676.69	15,323.31	19.35%
70700345 Information Technology	6,000.00	253.63	799.91	5,200.09	13.33%
70700351 Books & Periodicals	29,000.00	3,431.69	11,847.46	17,152.54	40.85%
70700352 Books - State Aid	87,697.00	5,471.26	33,479.77	54,217.23	38.18%
<b>70700 Library</b>	<b>422,158.00</b>	<b>26,191.88</b>	<b>159,848.96</b>	<b>262,309.04</b>	<b>37.86%</b>
<b>PARKS, BEACHES &amp; RECREATION</b>					
70800101 Salary, Director w/longevity	65,506.00	601.39	22,299.85	43,206.15	34.04%
70800102 Salaries, Rec, Parks (3) w/longevity	124,564.00	12,902.97	159,651.56	-35,087.56	128.17%
Seasonal Support Staff	142,221.00	0.00	0.00	142,221.00	0.00%
70800103 Salary, Teen Center Coordinator	35,653.00	2,742.54	15,060.56	20,592.44	42.24%
70800104 Salaries, Teen Center Support Staff	15,749.00	595.00	3,301.25	12,447.75	20.96%
70800302 Fees, Supplies & Dues	5,965.00	419.16	2,312.20	3,652.80	38.76%
70800305 Advertising & Printing	3,750.00	0.00	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	214.11	863.17	1,636.83	34.53%
70800310 Equipment	4,500.00	0.00	1,516.28	2,983.72	33.70%
70800314 Gas & Oil	10,000.00	0.00	4,440.38	5,559.62	44.40%
70800321 Electricity & Field Lighting	30,000.00	20.21	13,658.40	16,341.60	45.53%
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	368.00	5,520.00	4,480.00	55.20%
70800344 Repairs, Maintenance & Improvements	26,000.00	2,798.63	11,293.77	14,706.23	43.44%
70800382 Summer Programs	3,825.00	471.93	471.93	3,353.07	12.34%
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>21,133.94</b>	<b>250,146.60</b>	<b>277,756.40</b>	<b>47.38%</b>
70801381 Special Activities	0.00	898.32	3,292.72	3,292.72	
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	0.00	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	-285.24	-921.76	-921.76	
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	80.84	-11,191.76	-11,191.76	
70801402 J.Y.O. S/F	0.00	0.00	0.00	0.00	
<b>70801 Recreation Programs</b>	<b>0.00</b>	<b>693.92</b>	<b>-4,738.88</b>	<b>-4,738.88</b>	

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 2015 - JUNE 2016  
November 1, 2015 - November 30, 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>DEBIT SERVICE</b>					
<b>70900504</b> Payment Of Principal	520,000.00	100,000.00	100,000.00	420,000.00	19.23%
<b>70900505</b> Payment Of Interest	276,060.00	99,136.25	138,530.00	137,530.00	50.18%
<b>70900503</b> Lease DPW Equipment Resolution	71,362.00	0.00	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%
<b>70900 Debit Service</b>	<b>943,672.00</b>	<b>199,136.25</b>	<b>256,330.00</b>	<b>687,342.00</b>	<b>27.16%</b>
<b>MISCELLANEOUS</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	162.55	934.55	1,265.45	42.48%
Chamber of Commerce Development	4,000.00	0.00	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>162.55</b>	<b>5,562.83</b>	<b>55,637.17</b>	<b>9.09%</b>
<b>Total</b>	<b>9,184,047.00</b>	<b>736,310.67</b>	<b>3,439,487.41</b>	<b>5,744,559.59</b>	<b>37.45%</b>





**Jamestown Half Marathon**  
**2016 Date TBD**  
**Start Time: 7:30 AM**

**EVENT OVERVIEW – SAFETY PLAN**  
**5<sup>th</sup> Annual Jamestown Half Marathon**

- Participants:** 2012 [575], 2013 [1,292], 2014 (1,632), 2015 (599), 2016 (1,000\*)
- Course:** A loop through the island. See map.
- Time:** The Start & Finish for each race is on Exchange Terrace in downtown Providence  
The half marathon starts at 7:30 AM at Fort Getty and concludes by 11 am at Fort Getty.
- Charity Impact:** The Jamestown half marathon benefits numerous local Charities and High School Sports Teams & Clubs.
- Lead/SAG Vehicles:** Lead runner will be lead by an official race company vehicle
- Medical:** Medical services for the event will be managed by licensed medical personnel  
Ambulances with ALS personnel will be stationed at 2 locations on the course as well as at the finish line area in Fort Getty.
- Road Safety:** Approximately 1,000 cones will be used to secure a running lane along streets  
A 3' – 4' running lane will be maintained, using cones, for runners  
-Running lane will provide enough room for cars, so they don't have to go left of center  
Police & Security Officers will be utilized at important intersections (# TBD)

Volunteers: Volunteers will act as course marshals on course, in areas not deemed necessary by Police for details positions  
-Each volunteer will have a bright volunteer t-shirt and an orange flag  
-Course marshals direct runners and help make motorists aware of the race

Impact Notice: -Impact signage will be placed throughout the route at least 1 week prior to the race to notify residents

#### Rhode Races & Events, Inc.

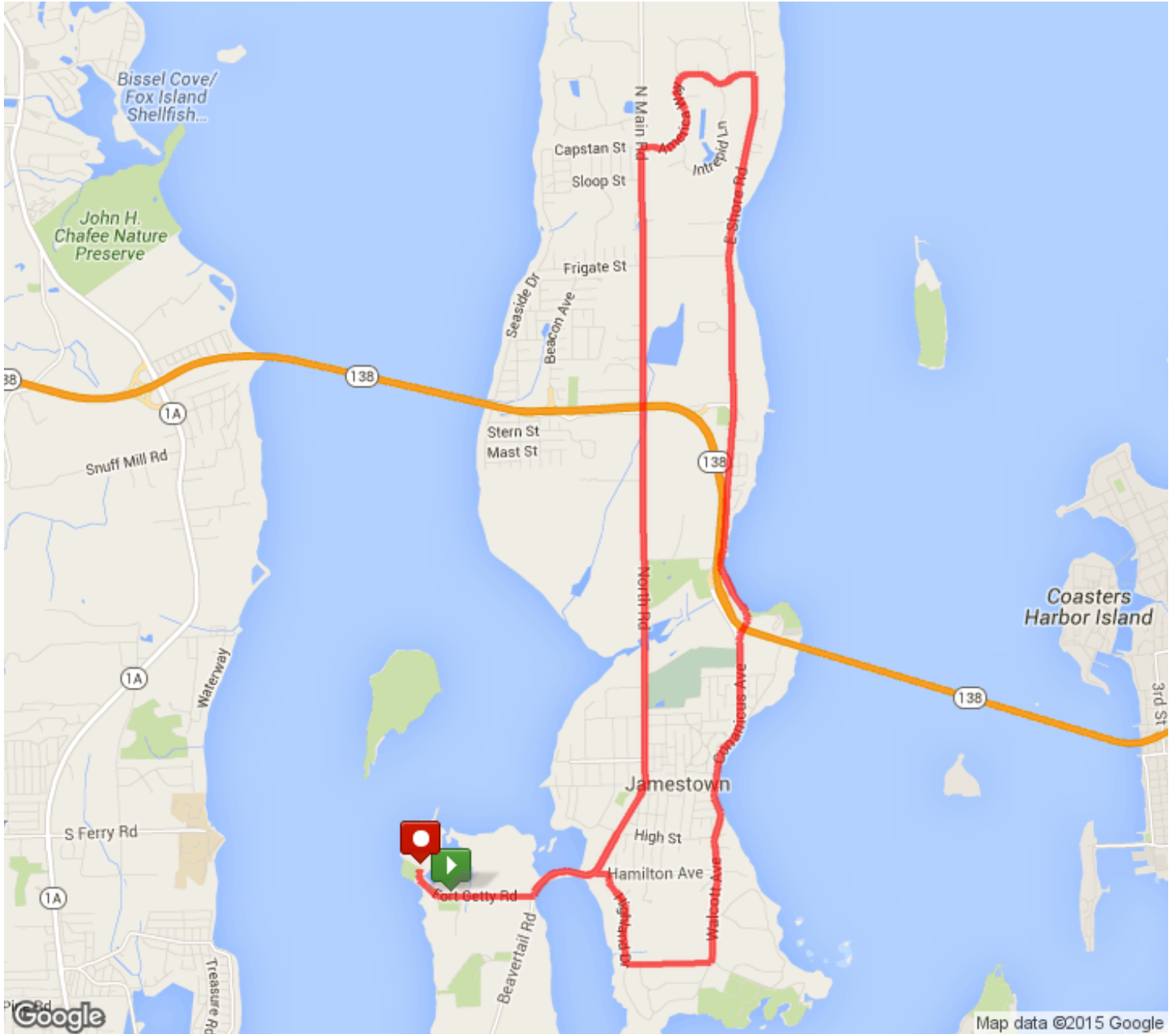
Rhode Races & Events, Inc. is a full-service event management and sports marketing company based in Newport RI. RRE has several properties in the region, ranging from turnkey sporting events to sponsorship sales alliances with key partners. RRE was founded in 2015. Other RRE events, in Rhode Island, include:

- The Providence Marathon (Providence, RI)
- The Independence Rhode Race (Bristol, RI)
- The Harvest Wine Run (Middletown, RI)
- Ride Round Rhody Bike-a-thon (Southern Rhode Island)

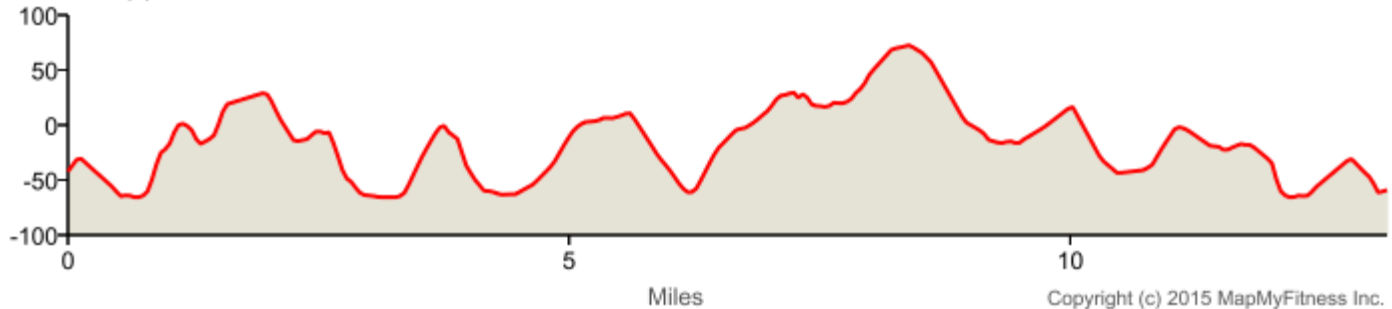


2016 Jamestown - Final  
 Distance: 13.16 mi  
 Elevation: 513.32 ft (Max: 72.47 ft)























mapmyrun


























ELEVATION (ft)



Copyright (c) 2015 MapMyFitness Inc.

	Head east on Fort Getty Rd toward Beavertail Rd	0 mi (+0.46 mi)
	Turn left onto Beavertail Rd Destination will be on the left	0.46 mi (+0.01 mi)
	Head north on Beavertail Rd Destination will be on the right	0.47 mi (+0.34 mi)
	Head east on Beavertail Rd toward Hamilton Ave	0.81 mi (+0.05 mi)
	Turn right onto Hamilton Ave	0.86 mi (+0.08 mi)
	Turn right onto Highland Dr Destination will be on the left	0.94 mi (+0.1 mi)
	Head southeast on Highland Dr toward Juniper Cir	1.05 mi (+0.42 mi)
	Turn left onto Blueberry Ln/Ocean St	1.47 mi (+0.11 mi)
	Head east on Blueberry Ln/Ocean St toward Highland Dr Continue to follow Blueberry Ln	1.59 mi (+0.35 mi)
	Turn left onto Walcott Ave Destination will be on the left	1.94 mi (+0.07 mi)
	Head north on Walcott Ave toward Stanton Rd Destination will be on the right	2.01 mi (+0.51 mi)
	Head north on Walcott Ave toward Hamilton Ave	2.52 mi (+0.09 mi)
	Continue onto Conanicus Ave	2.61 mi (+0.19 mi)
	Head northwest on Conanicus Ave toward Lincoln St Destination will be on the left	2.8 mi (+0.36 mi)
	Head northeast on Conanicus Ave toward Park Ave	3.15 mi (+0.21 mi)
	Head north on Conanicus Ave toward Davis St	3.37 mi (+0.38 mi)
	Slight right to stay on Conanicus Ave	3.75 mi (+0.02 mi)
	Slight right	3.76 mi (+0.03 mi)
	Head north	3.79 mi (+0.02 mi)
	Continue onto E Shore Rd Destination will be on the right	3.81 mi (+0.14 mi)
	Head northwest on E Shore Rd Destination will be on the right	3.95 mi (+0.51 mi)
	Head north on E Shore Rd toward Seaview Ave Destination will be on the right	4.46 mi (+0.51 mi)

 Head north on E Shore Rd toward Hull Ct Destination will be on the right	4.97 mi (+0.53 mi)
 Head north on E Shore Rd toward Reservoir Cir Destination will be on the right	5.5 mi (+0.5 mi)
 Head north on E Shore Rd toward Wright Ln Destination will be on the left	6 mi (+0.49 mi)
 Head north on E Shore Rd toward Bridgeview Dr	6.48 mi (+0.45 mi)
 Turn left onto America Way	6.94 mi (+0.06 mi)
 Head west on America Way toward Columbia Ln	7 mi (+0.21 mi)
 Head northwest on America Way toward Courageous Ct Destination will be on the right	7.21 mi (+0.62 mi)
 Head west on America Way toward N Main Rd	7.83 mi (+0.14 mi)
 Turn left onto N Main Rd Destination will be on the right	7.97 mi (+0.03 mi)
 Head south on N Main Rd toward Sloop St Destination will be on the left	8 mi (+0.52 mi)
 Head south on N Main Rd toward Carr Ln Destination will be on the left	8.52 mi (+0.69 mi)
 Head south on N Main Rd toward Cedar Ln	9.21 mi (+0.12 mi)
 Slight left to stay on N Main Rd	9.32 mi (+0.1 mi)
 Continue onto North Rd Destination will be on the right	9.42 mi (+1.05 mi)
 Head south on North Rd toward Westwind Dr	10.47 mi (+1 mi)
 Continue onto Southwest Ave Destination will be on the right	11.47 mi (+0.33 mi)
 Head southwest on Southwest Ave toward Hamilton Ave	11.81 mi (+0.23 mi)
 Continue onto Beavertail Rd Destination will be on the right	12.03 mi (+0.24 mi)
 Head southwest on Beavertail Rd toward Fort Getty Rd	12.28 mi (+0.16 mi)
 Turn right onto Fort Getty Rd	12.44 mi (+0.36 mi)
 Head west on Fort Getty Rd	12.8 mi (+0.3 mi)
 Head northwest on Fort Getty Rd	13.09 mi (+0.07 mi)
 Destination	13.16 mi (+0 mi)





Exciting news!

We are excited to announce the launch of Rhode Races & Events, Inc. With over 30 years of event production experience, Susan Rancourt and myself are focusing our combined strengths on executing the best sports events in the area.

Rhode Races & Events Inc. is dedicated to producing and executing iconic road races that provide runners with lifelong memories and goal achievement. We will host full marathons as well as half marathons, 10k, 5k, trail races & bike-a-thons. Additionally we will provide marketing opportunities for businesses through sponsorship, with our focus on growing small local businesses.

Learn more about our company and our backgrounds in the attached document.

Our website is still in development so keep checking back for updates. In the meantime, please 'stalk' us on our social media. Feel free to share it with family & friends to help us get the word out!

Facebook- <https://www.facebook.com/RaceTheRhode>

Twitter- @RaceTheRhode

Pinterest- <https://www.pinterest.com/rhoderacesevent/>

Instagram- @RaceTheRhode

09 APR 16 AM 11:14



**Planning Commission**  
**MEMORANDUM**

**TO:** Jamestown Zoning Board  
Fred Brown, Zoning Enforcement Officer

**FROM:** Gary Girard, Chair  
Jamestown Planning Commission

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

**DATE:** April 6, 2009

---

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

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

c: Jamestown Planning Commission

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



## VI. New Business

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Commissioner Brown left at 8:40 p.m.

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

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

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

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

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

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

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

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

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

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

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

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

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

Bucky Brennan asked if DPR allows parking requirements to be addressed.

Commissioner Girard stated they are making a recommendation to zoning. The Zoning Board will make the decision.

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

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

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

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

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

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

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

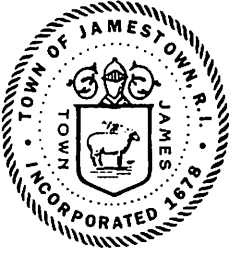
Commissioner Swistak asked if in the draft we can articulate that the season coincides with the lease of Town Land.

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

So unanimously voted.

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

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



ZONING BOARD OF REVIEW # 00035900  
BR # 673 Pg # 239

# Town of Jamestown

93 Narragansett Avenue  
401-423-7200

Jamestown, Rhode Island  
02835-1199

April 29, 2009

Dutch Harbor, LLC  
50 Benefit Street  
Providence, RI 02904

Dear Sir or Madam,

The following is the decision on your Petition heard by the Town of Jamestown Zoning Board of Review on April 28, 2009.

After testimony was completed at the public hearing for which due notice was given and a record kept, the Town of Jamestown Zoning Board of Review, after taking into consideration all of the testimony and exhibits at the public hearing, makes the following determination:

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

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

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

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

This Variance is granted with the following restrictions:

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

This motion is based on the following findings of fact:

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

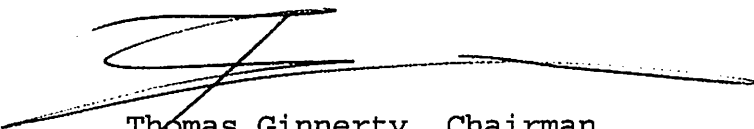
The motion carried by a vote of 5 -0.

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

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

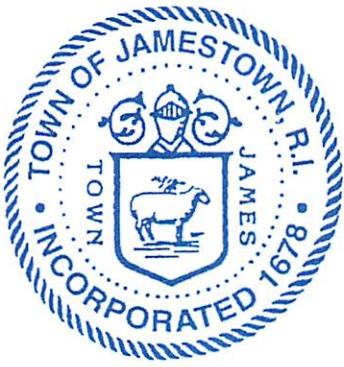
This variance and special use permit will expire one year from the date of granting unless the applicant exercises the permission granted.

Very truly yours,



Thomas Ginnerty, Chairman  
Jamestown Zoning Board of Review  
TG/pw

RECEIVED FOR RECORD  
May 20, 2009 08:53:12A  
JAMESTOWN TOWN CLERK  
ARLENE D. PETIT



# 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:** 2016 FORT GETTY PARK FEES  
**DATE:** December 1, 2015

Provided for your consideration is the recommended 2016 park fees for Fort Getty. The approval being sought is limited to the main park fees, excluding the rental of the Rembijas Pavilion. Based on Andrew Wade beginning in his new role as Parks and Recreation Director on December 14, 2015, I would prefer to wait until the January 4, 2016 Town Council meeting to allow for his involvement in this discussion. It is anticipated that the discussion surrounding the Pavilion, will include a recommended pricing change and review of reservation and resident preference policies for bookings. The rehabilitation of the surrounding area and support facilities for the Pavilion are expected to be near full completion in the spring 2016. These enhancements will include, dedicated restrooms, improved walkway areas including shell and a brick paver skirt around the building, stone walls at the west and east ends of the pavilion, additional landscaping with benches and an outdoor grill area. The installation of the restrooms will directly impact the pricing structure of the facility and needs to be discussed in context with other possible policy changes, thus a delay until the January meeting is recommended.

The attached information outlines the 2015 fee schedule for comparative purposes with the proposed fees for the 2016 season. The proposed fees do not include any accommodation for a change in season length and only focus on addressing increases in utility, service and maintenance costs of the park. Based on the increases incurred in 2015 and expected in 2016 in electricity, water and an increase in credit card usage, changes have been recommended in these specific areas in the below schedule:

## 2016 Fort Getty Fees

	<u>2015</u>	<u>2016 Proposed</u>
Seasonal Campers	\$4,500	\$4,600
Jamestown Seasonal Campers	\$3,700	\$3,800
RV Reservations	\$40/night (2 +) weeks	\$40/night (2+) weeks
Daily RV Reservations	\$50/night	\$50/night
Tent Reservations	\$27 per night	\$27 night
Daily Parking	\$20 per day	\$20 day
Daily Parking- w/Boat	\$30 per day	\$30 day



Guest Parking	\$5 per day	\$5 day
Seasonal Boat	\$600 per season	\$600 season
Dump Station	\$20 per use	\$20 per use
Waiting List	\$10 per year	\$10 year
Credit Card Convenience Fee		3% of fee

The increases that are highlighted in yellow reflect a \$100 seasonal increase for all resident and non-resident RV users and a three (3%) convenience fee for all credit card use. All other park fees are proposed to remain unchanged for the 2016 season. Below is included several park facts and a series of occupancy reports for the Tent and RV sites for the 2015 season.

**Park Facts**

83 R.V. Sites Total

71 R.V. Sites were filled for season (two sites were Jamestown Residents, two sites were prorated)

12 R.V. Sites were transient

24 Tent Sites in Total

26 Boat Sites Total (17 were occupied for the full season)

Season May 15-September 15

Below is a listing of monthly occupancy for the 12 transient RV sites available in 2015 and the 24 tent sites.

**Monthly Occupancy Report Transient RV'S**

RV site	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Average
#4	9.70%	16.70%	93.50%	96.80%	85.70%	57.70%
#27	19.40%	36.70%	100.00%	93.50%	85.70%	65.00%
#28	0.00%	0.00%	100.00%	96.80%	64.30%	51.10%
#29	0.00%	16.70%	100.00%	93.50%	92.90%	56.90%
#32	0.00%	6.70%	90.30%	90.30%	92.90%	51.80%
#38	6.50%	63.30%	96.80%	87.10%	78.60%	65.00%
#42	0.00%	23.30%	100.00%	74.20%	92.90%	54.00%
#43	0.00%	3.30%	71.00%	100.00%	64.30%	46.00%
#44	0.00%	16.70%	93.50%	48.40%	35.70%	39.40%
#45	0.00%	6.70%	71.00%	100.00%	85.70%	48.90%
#49	0.00%	0.00%	96.80%	100.00%	85.70%	53.30%
#50	12.90%	10.00%	96.80%	96.80%	92.90%	58.40%
Average:	4.00%	16.70%	92.50%	89.80%	79.80%	54.00%

### **Monthly Occupancy Report for Tent Sites**

<b>Tent Site</b>	<b>May-15</b>	<b>Jun-15</b>	<b>Jul-15</b>	<b>Aug-15</b>	<b>Sep-15</b>	<b>Average</b>
#1	23.50%	36.70%	67.70%	51.60%	40.00%	46.80%
#2	17.60%	23.30%	64.50%	38.70%	33.30%	37.90%
#3	17.60%	23.30%	74.20%	51.60%	20.00%	41.90%
#4	11.80%	40.00%	80.60%	77.40%	46.70%	56.50%
#5	11.80%	13.30%	51.60%	58.10%	33.30%	36.30%
#6	11.80%	10.00%	64.50%	61.30%	26.70%	38.70%
#7	5.90%	13.30%	45.20%	48.40%	33.30%	31.50%
#8	17.60%	16.70%	77.40%	74.20%	33.30%	48.40%
#9	11.80%	13.30%	54.80%	45.20%	53.30%	36.30%
#10	5.90%	13.30%	45.20%	54.80%	26.70%	32.30%
#11	11.80%	16.70%	35.50%	45.20%	40.00%	30.60%
#12	17.60%	16.70%	54.80%	64.50%	33.30%	40.30%
#13	11.80%	16.70%	64.50%	58.10%	40.00%	41.10%
#14	0.00%	16.70%	67.70%	51.60%	53.30%	40.30%
#15	35.30%	43.30%	90.30%	71.00%	66.70%	63.70%
#16	0.00%	20.00%	54.80%	32.30%	26.70%	29.80%
#17	0.00%	10.00%	67.70%	41.90%	33.30%	33.90%
#18	11.80%	26.70%	51.60%	45.20%	33.30%	36.30%
#19	0.00%	16.70%	48.40%	45.20%	33.30%	31.50%
#20	11.80%	13.30%	48.40%	58.10%	26.70%	34.70%
#21	11.80%	10.00%	51.60%	41.90%	33.30%	31.50%
#22	5.90%	30.00%	58.10%	48.40%	20.00%	37.10%
#23	23.50%	20.00%	54.80%	48.40%	26.70%	37.10%
#24	35.30%	23.30%	58.10%	64.50%	26.70%	44.40%
<b>Average:</b>	<b>13.00%</b>	<b>20.10%</b>	<b>59.70%</b>	<b>53.20%</b>	<b>35.00%</b>	<b>39.10%</b>

Should you have any questions regarding this information, please contact me at your convenience.

## FY 2016-2017 BUDGET SCHEDULE and Related Meetings

Date	Time	Meeting
Monday, December 7, 2015	5:00PM	Joint Town/ School Committee Budget Discussion
	6:30PM	Water and Sewer Meeting
	7:00PM	Regular Town Council Meeting
Monday, December 21, 2015	7:00PM	Regular Town Council Meeting (tentative)
Monday, January 4, 2016	6:30PM	Water and Sewer Meeting
Monday, January 4, 2016	7:00PM	Regular Town Council Meeting
Monday, January 18, 2016	7:30PM	Regular Town Council Meeting
Tuesday, January 12, 2016	1:00 / 2:30PM	Staff Budget Meetings with Administrator
Wednesday, January 13, 2016	1:00 / 2:30PM	Staff Budget Meetings with Administrator
Thursday, January 14, 2016	1:00 / 2:30PM	Staff Budget Meetings with Administrator
Friday, January 15, 2016	1:00 / 2:30PM	Staff Budget Meetings with Administrator
Tuesday, January 19, 2016	1:00 / 2:30PM	Staff Budget Meetings with Administrator
Wednesday, January 20, 2016	1:00 / 2:30PM	Staff Budget Meetings with Administrator
Thursday, January 21, 2016	1:00 / 2:30PM	Staff Budget Meetings with Administrator
Friday, January 22, 2016	1:00 / 2:30PM	Staff Budget Meetings with Administrator
Monday, February 1, 2016	6:30PM	Water and Sewer Meeting
Monday, February 1, 2016	7:00PM	Regular Town Council Meeting
Monday, February 15, 2016	7:30PM	Regular Town Council Meeting
Monday, March 07, 2016	6:30pm	Water and Sewer Meeting
Monday, March 07, 2016	7:00pm	Regular Town Council Meeting
Monday, March 07, 2016	7:00pm	Submittal of FY2016-2017 Town Budget
Monday, March 14, 2016	6:00pm	Capital Budget Work session
Monday, March 21, 2016	7:30pm	Regular Town Council Meeting
Monday, March 28, 2016	6:00pm	Town Operating Budget Work session
March		Joint Town Council/School Committee Budget Work session
April	6:00pm	Town Operating, Capital, School Budget Review Session (tentative)
Monday, April 04, 2016	6:30pm	Water and Sewer Meeting
Monday, April 04, 2016	7:00pm	Regular Town Council Meeting
April	6:00pm	Town Operating, Capital, School Budget Review Session (tentative)
Monday, April 18, 2016	7:30pm	Regular Town Council Meeting
Monday, April 18, 2016	7:30pm	Town Council Budget Adoption FY2016-2017
Monday, May 02, 2016	6:30pm	Water and Sewer Meeting
Monday, May 02, 2016	7:00pm	Regular Town Council Meeting
Monday, May 16, 2016	7:30pm	Regular Town Council Meeting
Monday, June 06, 2016	7:00pm	Financial Town Meeting



## Conanicut Island Sailing Foundation Free Sailing Program Report, 2015

The Conanicut Island Sailing Foundation ran a free sailing program for six weeks, beginning July 8, and ending August 12. Over the course of those six weeks, CISF took approximately 275 Jamestown residents and visitors sailing. (Due to looming thunderstorms, we cut one week short by an hour.) On average, CISF took 55 people sailing each week. While there were some 'repeat customers', we saw many new faces each week.

CISF held a kick-off BBQ in conjunction with the first Free Sailing night. There was a good turnout for that event as well. Approximately 50 people attended the BBQ kick-off event, though not everyone went sailing, many just came to see what CISF is about and to partake in the delicious food provided by CISF Board member & caterer, Anne Deffley.

There was a good mix of kids and adults participating in Free Sailing. This summer, the majority of our participants were year-round Jamestown residents and *Jamestown Sea Adventure Camp* students. Free Sailing evenings provide a great opportunity for *Sea Adventure* Campers to show their parents what they have learned.

CISF has kept to the same format for Free Sailing since its' inception ten years ago. We provide a safe, hands-on learning opportunity on the water. Each week we use 3-4 of our 14' Hobie Wave catamaran sailboats with an instructor onboard each boat. The instructor takes a group of people sailing, teaching people as they go, with participants most often steering the boat and handling the sails by the end of their session that evening. Sessions last anywhere from 20 minutes to an hour or more (sailing time is typically dictated by how many people are waiting on shore.) CISF also has two kayaks and one SUP available for use while people wait to go sailing.

There is a CISF on-land coordinator who ensures that everyone signs a waiver, and also keeps track of who is next, as well as how long each sail lasts. Each sailboat is equipped with a VHF radio so that they can communicate with the shore person. Every participant of Free Sailing is required to wear a life jacket; CISF supplies a life jacket to anyone that needs one. CISF also has a motorboat available for safety purposes. There were no incidents to report while waiting, or with others using the ramp, during Free Sailing this summer.

All in all, the Free Sailing evenings were a great success! We would like to run the program again next year at the same time, on Wednesdays from 4:30-6:30 pm, for six weeks beginning July 6 and ending August 10.

Thank you for your time and for allowing Conanicut Island Sailing Foundation to run a Free Sailing Program for Jamestown residents and visitors.

Sincerely,

Meg Myles  
CISF Executive Director



## **Conanicut Island Sailing Foundation's 2015 Jamestown Sea Adventure Summer Camp Report**

### **Sea Adventure Camp Overview:**

Conanicut Island Sailing Foundation held seven one-week camps this summer between June 28-August 14, based from the concrete pad near the boat ramp at Fort Getty. Additionally, we used an 8' x 35' office trailer that was positioned north/south just to the west of the concrete pad.

Jamestown Sea Adventure Camp offers a balanced program of sailing instruction and an introduction to marine science. Each day, the kids are engaged in both activities, and wherever possible, the activities are blended. Sailing is offered primarily at an introductory level on 14' Hobie Wave catamarans.

Sea Adventure Camp was incredibly fortunate to have the same superbly talented main staff this summer as we have had for the past three summers.

### **Sea Adventure Staff**

- Nate Coolidge, BS in Marine Biology, Master of Arts in Education, Marine Science Environmental Educator, Grade 7 Middle School Science Teacher
- Haley Barber, BA in Environmental Education & Master of Arts in Early Childhood Education
- Katie Dobbin, Head Instructor - Masters of Art in Teaching & Early Childhood/Elementary School Teacher, certified Pre-K-6<sup>th</sup> Grade
- Rachel Bryer, US Sailing Level 1 & 2 certified sailing instructor, College All-American Sailor
- Lee Dumaliang, US Sailing Level 1 & 2 certified sailing instructor

#### Junior Instructors:

- Noah Simmons
- Sam Ayvazian-Hancock
- Eric Marshall

#### Volunteers:

- Ian Bryer (4.5 weeks)
- Heather Moore (6 weeks)
- Katie Flath (2.5 weeks)
- Sam Cowan (1 week)

Three of the five are certified, active teachers. We also added junior instructors this summer to our staff. (Junior Instructors must be at least sixteen years old to be eligible to be on staff.) We also had a few volunteers. Each week, the Sea Adventure Camp staff worked together seamlessly and were able to tailor each week of camp to

the interests of the groups attending. They did a great job adapting the curriculums to ensure kids were actively engaged in what they most enjoyed.

Fort Getty's easy access to a salt marsh, rocky shore, and sandy beach provides an ideal setting to allow kids to explore and learn. The focus of the camp is exploring nature and the outdoors - on, in, and around the water - while also increasing kids' awareness of the unique and beautiful marine environment surrounding Jamestown.

The combination of Fort Getty's environment with Sea Adventure's intuitive and fantastic staff has created a unique and popular camp.

**Camp Details:**

For the 2015 season, CISF ran 7 weeks of camp for children ages 8-11 weeks - four weeks were full day, 9 am - 4 pm and three weeks were half day, 9 am - 1 pm. There were 5 weeks of camp for children ages 11-16; and two weeks for both *Explorers* (ages 4 & 5) and *Marine Adventurers* (ages 6 & 7).

We scheduled a dedicated special needs camp week for the first week, June 29 - July 3. Though there were a few registrations, (two-three children with special needs), there were not enough to keep that week an exclusive special needs week. Instead, I limited the number of campers that week to accommodate the special needs kids who did register. Jamestown Sea Adventure Camp will accommodate any special needs child as best as we can in any week of camp. I work closely with parents of special needs children to try to create the most positive environment for those children.

For the 2015 season, CISF invested in two Hartley 10s. Hartley's are 10' rotomoulded, plastic mono-hull dinghies. The goal in adding these two boats was to provide more independent learning on the water. The Hartley is a boat that kids who are newer to sailing can take sailing, capsize, and right easily. (It is a self-bailing boat as well.) The Hobie's won out as the preferred sailing platform each week though.

**Our approximate maximum capacity for each week of camp was as follows:**

- 4 & 5 year olds - 10 children/week, 2 weeks offered - 20
- 6 & 7 year olds - 30 children/week, 2 weeks offered - 60
- 8-11 year olds - 16 children/week, 7 weeks offered - 112
- 11 - 16 year olds - 14 children/week, 5 weeks offered - 70
  
- Approximate Total Capacity: 262 camp spots amongst all age groups

- **4 & 5 year olds:** Capacity was a strict 10-child limit for this land-based camp week. Haley Barber and a junior instructor were in charge of this group. Haley loves this age group and is amazing with young children! Both weeks were full; two children participated in both weeks of camp.

(Camps took place June 29-July 3 & July 27-31.)

- The **6 & 7-year old age group** continued to be incredibly popular. We had waiting lists in each week, then decided to increase our total capacity. This eliminated our waiting lists, and did not jeopardize the quality of camp experience. Between the two weeks offered, we had approximately 59 spots filled. Of those 59, 48 were unique individuals, meaning they attended only one week of camp. Eleven kids attended both weeks of camp.

(Camps for this age group took place June 29-July 3 & July 27-31.)

- **8-11 year olds:** Seven weeks of camps were held for this age group; three half days weeks (9am - 1 pm) and four full days (9 am - 4pm). We had approximately 16 spots available in each week. The full day weeks filled up first and had waiting lists. In total, 111 children attended camp (112 available spots) in this age group over the seven weeks of camp. 13 of those children attended multiple weeks of camp, so there were 98 campers who attended only one week in this age group.

- **11-16 year olds:** Five weeks of camp were held for this age group. Capacity was 14 children/week, totaling 70 available spots. We had a total of 67 children in camp in the available five weeks. Of those 67, approximately 9 children attended multiple weeks of camp, thus there were 58 campers attending a single week.

Jamestown Sea Adventure Camp filled approximately 257 of the 262 available camp spots throughout our seven weeks of camp, which indicates that we achieved more than **98% capacity**. (Last summer we had 201 of 222 spots filled). 35 children participated in multiple weeks of camp. Thus, there were about 222 children who attended one week of Jamestown Sea Adventure Camp.

#### **Art:**

Arts & crafts are a large component of camp. These were done during periods of transition such as the morning drop off as a welcoming activity, as well as during down times and bad weather. Painting shells and building structures out of rocks on the beach were among the most popular activities. Tie-dying t-shirts each week has become somewhat of a signature Sea Adventure activity as well.

#### **Trash:**

CISF asked the Sea Adventure instructors to focus on trash in the form of marine debris this summer. To that end, campers and counselors cleaned up beaches, the Bay, and Fort Getty Park each week to total 599.9 pounds of trash over the course of 8 weeks. There was a great article in the *Press* about our trash clean ups. (This in no way is an indicator of a trash problem at Fort Getty.) CISF wanted kids to start thinking about trash - where it ends up, the harm it is causing the environment and all life forms, and what each person can do to make a difference.

### **Financial Information:**

Over the past four years, CISF has spent upwards of \$56,000 in capital investments to run Sea Adventure Camp. Camp fees remained the same for 8-11 year olds and 11-16 year olds. *Marine Adventures & Explorers* experienced a price increase of \$5.

The 2015 Camp prices were as follows:

- All day camp (9 am- 4 pm)- \$290
- Half-day camp (9 am-1pm) - \$170
- *Marine Adventurers*, 6 & 7 year olds (1-4 pm) - \$125
- *Explorers*, 4 & 5 year olds (9am - 12pm) - \$125

The Jamestown Education Foundation gave one scholarship to Sea Adventure Camp in 2015. **CISF gave eleven scholarships to Jamestown Sea Adventure Camp this season.**

CISF scholarship deadlines continue to be November 1 and May 1. The grant and scholarship deadlines are announced and published in the *Jamestown Press*.

### **Incidents:**

**There were no incidents to report at Fort Getty this summer this summer.** The paved road entering Fort Getty in front of the Pavilion was a wonderful and positive improvement to the Park.

### **Challenges and Changes:**

- **Rainy days** remain the biggest challenge for Sea Adventure Camp. Though the office trailer was a fantastic addition to camp and helped tremendously during inclement weather, we could not fit all 30 plus kids and instructors into the office trailer during periods of heavy rain. Thankfully, there really wasn't too much rain this summer. However, we did end up canceling a day and a half of camp due to weather and more specifically, the flooding of the tent. Based at the bottom of the hill, there is little we can do to mitigate the flow of water in heavy summer downpours. We are working on a plan for next summer to potentially have make-up days at the end of the 7 weeks of camp, so next summer that would be the week of August 19.

- **Fort Getty bathrooms:** The bathrooms at Fort Getty continue to be in poor condition. We strive to improve camp each year. This summer, my nine year old asked me if for next year, "could I improve the bathrooms?"

### **Multi-uses at Fort Getty:**

August 10-12 Conanicut Yacht Club held Narragansett Bay's Junior Sailing Race Week at Fort Getty. An additional 245 sailors with their boats and coach boats (motor boats) descended upon the park. We caution-taped off an area for



Jamestown Sea Adventure Camp to be certain that we could keep a designated area for camp and children. Conanicut Yacht Club's John Wemple organized everything shore-side and did a remarkable job! Parking was clear, volunteers worked hard to keep traffic flow out of the campers' area and in a way that least disturbed others using the Park. The boats were organized in a clear and thoughtful manner as well. The only mishap was the placement of the port-o-johns directly next to Fort Getty's bathrooms. Unfortunately, I believe more people used the bathrooms than the port-o-johns. I did call Ronnie and offer to pay an additional cleaning fee should one be needed. Aside from that mishap, the addition of 245 sailors, boats, and parents and their cars was easily managed. My point, very simply, is that Fort Getty is a large park, with remarkable open space that has proven to accommodate multiple uses at the same time. From Jamestown Sea Adventure's perspective, NBYA's Junior Race Week was a great success. (See attached aerial photo)

**Conclusions:**

**Again, the Town of Jamestown was very helpful and great to work with! Thank you!** We brought in the office trailer May 28<sup>th</sup> so that we would have time to decorate it. CISF engaged a local artist to design and install artwork on the side of the CISF office trailer. (Photos attached) We were able to put up the 20' x 40' tent two weeks before camp started in order to accommodate the schedule of our tent vendor and to hold pre-season staff training. We were provided with a sufficient number of picnic tables. We were able to park the boats and the enclosed trailer next to the tent. All in all, **the season went smoothly and we are grateful to the Town for its support.**

**Sea Adventure Camp got rave reviews from our campers.** We continue to hand out and e-mail surveys at the end of each camp week. Though our return rate was a bit lower this summer, the reviews were very positive! CISF is proud of our instructors and the camp that we have created. We are looking forward to next summer!

**On behalf of the Conanicut Island Sailing Foundation, I would like to thank the Town of Jamestown for allowing us to hold camp at Fort Getty.** I would greatly appreciate if we could discuss:

**1.) A multi-year approval and agreement to be able to hold camp at Fort Getty for years to come.**

**2.) The creation of a permanent facility for CISF at Fort Getty, which includes an upgrade of the bathrooms.**

**I stated this last year, but feel it is worth stating again. CISF is willing to fund, in whole or in part, any such indoor classroom space or more permanent facility.** We would like to have a location at Fort Getty where CISF can eventually run year-round programming. There are a multitude of organizations and non-profits around the country that successfully do this. The CISF Board feels that our mission of both promoting and providing marine access and marine education is

critical and relevant to the current state of the environment. Thus, eventually adding in year round programming would be a great benefit to our local community.

**We at CISF believe that *Jamestown Sea Adventure Camp* provides a valuable public service and provides a significant number of Jamestowners with a safe learning environment in which to experience sailing and Jamestown's coastal environment. CISF is very interested in being involved with the creation of a permanent structure at Fort Getty in partnership with the Town of Jamestown. I look forward to starting this conversation with you in the very near future.**

Thank you for your time. Please contact me with any questions, comments or concerns. I can be reached at 401-855-6643 or via e-mail at [CISFSailing@gmail.com](mailto:CISFSailing@gmail.com).

Sincerely,

Meg Myles  
CISF Executive Director  
401-855-6643  
[CISFSailing@gmail.com](mailto:CISFSailing@gmail.com)



**Instructors for Sea Adventure Camp, 2015:**

Haley Barber  
 Nathaniel Coolidge  
 Katie Dobbin  
 Rachel Bryer  
 Lee Dumaliang  
 Ian Bryer  
 Noah Simmons  
 Samara Ayvazian-Hancock  
 Eric Marshall  
 Heather Moore  
 Katie Flath

**Camp Schedule:**

**Week 1, June 29-July 3:** (Ages 8-11), 9am-1pm  
*Explorers* (ages 4 & 5), 9 am - 12 pm  
*Marine Adventurers* (ages 6 & 7), 1-4 pm

**Week 2, July 6-10:** Ages 8-11, 9 am -4 pm (full day)  
 Ages 11-16, 9 am - 4 pm

**Week 3, July 13-17:** Ages 8-11, 9 am - 4 pm (full day)  
 Ages 11-16, 9 am - 4 pm

**Week 4, July 20-24:** Ages 8-11, 9 am - 1 pm (half day)  
 Ages 11-16, 9 am - 4 pm

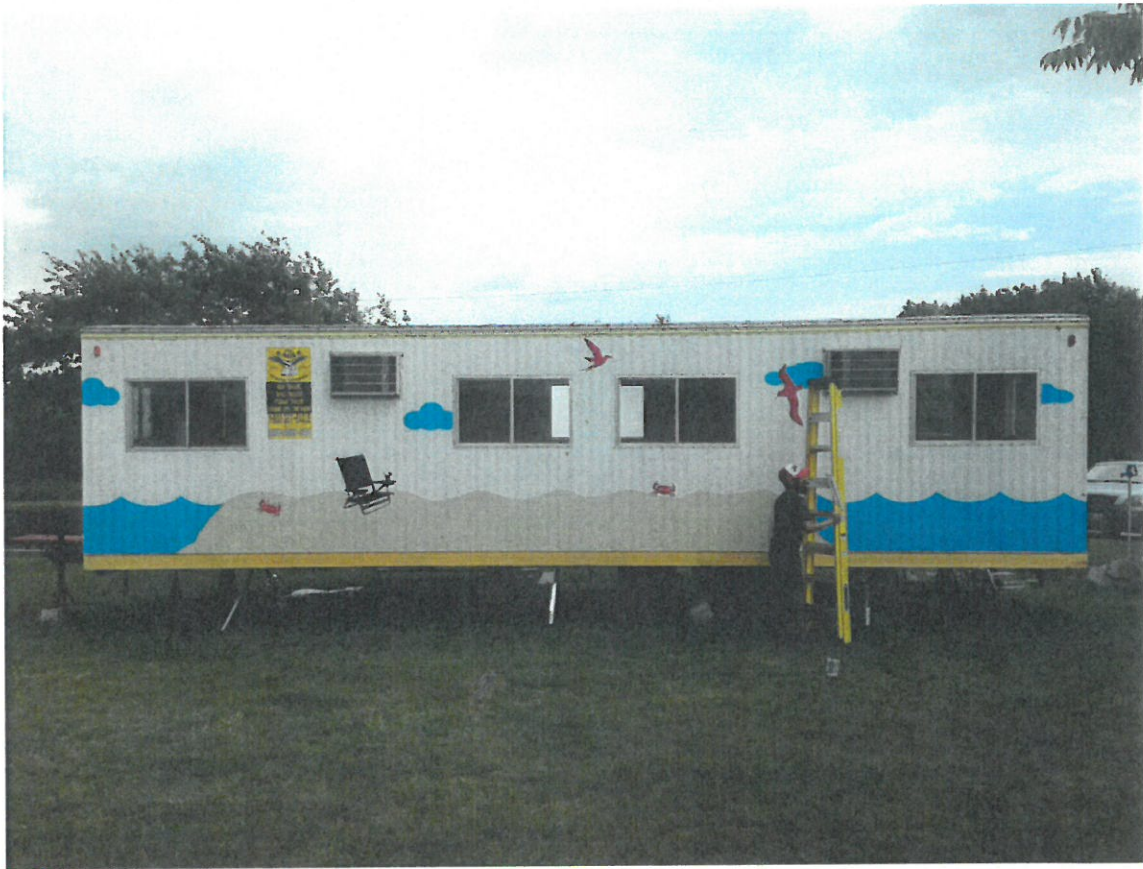
**Week 5, July 27-31:** *Explorers* (ages 4 & 5), 9 am - 12 pm  
*Marine Adventurers* (ages 6 & 7), 1-4 pm  
 Ages 8-11, 9-1 pm (half day)  
 No Camp for ages 11-16

**Week 6, August 3-7:** Ages 8-11, 9 am - 4 pm (full day)  
 Ages 11-16, 9 am - 4 pm

**Week 7, August 10-14:** Ages 8-11, 9 am -4 pm (full day)  
 Ages 11-16, 9 am - 4 pm



The yellow and black Eagle leasing stickers were covered by vinyl a week after these photos were taken.



Fort Getty, August 10-12, 2015













