

**TOWN COUNCIL MEETING
December 17, 2015**

I. ROLL CALL

Town Council Members present:

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

Also in attendance:

Andrew E. Nota, Town Administrator
Peter D. Ruggiero, Town Solicitor
Christina D. Collins, Finance Director
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 6:01 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and Councilor Dickinson led the Pledge of Allegiance.

III. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, RESOLUTIONS

None.

IV. PUBLIC HEARINGS, LICENSES AND PERMITS

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

None.

V. OPEN FORUM

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

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

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

A) Administrator's Report: Town Administrator Andrew E. Nota
Mr. Nota introduced new Parks and Recreation Director Andrew Wade, who started on Monday, and the transition is going very well.

Public Works Director Michael Gray informed Mr. Nota late today that the e-waste disposal pod has been removed by vendor Office Recycling Solutions due to costs recovery. RI Resource Recovery is researching other options, but the Town, as well as all RI municipalities, does not have other options for e-waste disposal. There are locations individuals can access for e-waste disposal, and more information will be available in the near future. Citizens are asked to cooperate and not leave e-waste at the Transfer Station or any other unauthorized location. The *Jamestown Press* will print an announcement and this information will be posted on the Town website.

Mr. Nota informed the Council that the farmer who accepted leaves for free is no longer doing so. The Town is currently paying trucking and labor expenses associated with leaf disposal to a location Richmond. The Town will continue to provide the service at no cost for this season. A plan for future disposal, potential fee schedule, or service elimination will be before the Council in the spring.

VII. UNFINISHED BUSINESS

- A) Conanicut Island Sailing Foundation at Fort Getty; discussion and/or potential action and/or vote
 - 1) Authorization for Town Administrator to negotiate terms and conditions for Multi-year Memorandum Of Agreement

Mr. Nota explained the MOA that would provide the same as the current MOA for the use of Fort Getty.

A motion was made by Councilor Tighe with second by Councilor Dickinson to authorize the Town Administrator to negotiate a multi-year Memorandum of Agreement with the Conanicut Island Sailing Foundation. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

VIII. NEW BUSINESS

- A) Jamestown Senior Services: consolidation of administrative services; discussion and/or potential action and/or vote

Town Administrator Nota reported that he and Town staff, along with Senior Association Liaison Tighe, have interacted with the Senior Center Board members. At their recent meeting the Senior Association Board supported working jointly with the Town to manage funds provided by the Town. This year's allocation was \$71,693. If Council is in agreement, the Town would begin assisting the Association with operational support for benefits and efficiencies, including maintenance and personnel management, on January 1, 2016 in order to provide better delivery of services and stability to the operation. The Association will not lose its identity as a 501(C)©3 corporation. The Town will work with the Board, with assistance by the Recreation Director, Finance Director, and Public Works Director, to provide expanded programs and services. Liaison Tighe commented on coordination, and that this is a great idea.

Ellie Chase of Gondola Avenue, Senior Association Board member, stated the Board is very much in favor of this relationship as it will help them moving forward. With Mr. Wade's help, the Seniors will be able to implement additional programs and services in town and increase participation, especially the lunch program.

President Trocki expressed that the Council is looking forward to this cooperative endeavor. Ms. Chase commented on potential cost savings. Liaison Tighe commented the Town will be able to be active in the lease agreement with the Grange and its extension. This is a win/win situation. Discussion continued.

A motion was made by Councilor Tighe with second by Councilor White to consolidate the senior services and administrative services with the Town of Jamestown. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

B) Town Council Meeting calendar; additions/revisions
Town Administrator Nota commented on the annual legislative session with Senator Paiva-Weed and Representative Ruggiero, who are available to meet on January 4, 2016. Council members request to have the Water and Sewer Meeting at 6:00 p.m., followed by the Legislative Session at 6:30 p.m.

Town Administrator Nota referenced the invitation from the Library Board of Trustees to meet with them on January 12, 2016 in a joint workshop at 5:00 p.m. Karen Mellor, Director of the Office of Library Services, will be in attendance to discuss the roles and responsibilities of a Library Board of Trustees based on Rhode Island General Law.

A motion was made by Vice President Meagher with second by Councilor White to join with the Library Board of Trustees at their meeting on July 12, 2016 at 5:00 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

School Committee Budget meetings are included on the revised Calendar. The draft of the FY 2016 Audit has been received, and Finance Director Collins asked the Council if they preferred to meet with our Auditor in a work session or have a summary report to accompany the audit. Council members prefer a summary report.

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

- A) Appointments and Vacancies.
- 1) Jamestown Planning Commission (One vacancy with an unexpired four year term ending date of December 31, 2018); duly advertised; interview conducted; discussion and/or potential action and/or vote
 - a) Letter of interest
 - i) Theresa DiGiovanni

- 2) Jamestown Housing Authority (One vacancy with a five year term ending date of 12/31/2010; duly advertised; interviews conducted; discussion and/or potential action and/or vote
 - a) Letters of interest
 - i) Edward Gromada
 - ii) Cynthia Wolfe
 - iii) Ernest Anthony
- 3) Tree Preservation and Protection Committee
 - a) Term limit reached
 - i) James Rugh
 - ii) Anthony Antine
- 4) Jamestown Conservation Commission
 - a) Term limit reached
 - i) Kate Smith
- 5) Jamestown Harbor Commission (One upcoming vacancy with a three year term ending date of December 31, 2018); duly advertised
 - a) Current member not seeking reappointment
 - i) Edward McGuirl

President Trocki noted interviews conducted this evening prior to the regular meeting and thanked the volunteers for coming forward. Discussion ensued of continuing appointments to the January 4, 2016 meeting, as more interviews need to be conducted. Past applicants will be contacted to reapply for vacancies. The application format will be reviewed and revised so that volunteers could apply to serve in other capacities on the same application form. Council requested a spreadsheet that would list committees and candidates interested in serving on them. Discussion ensued of present Housing Authority member Ernest Anthony who has served multiple terms, and whether he is eligible for an additional term based on the 2002 Charter amendment regarding term limits. Information will be forwarded to Solicitor Ruggiero. Volunteer applicants will be notified that appointments have been continued. Members of the public are encouraged to apply for volunteer vacancies. The Harbor Commission and Planning Commission vacancies were noted.

X. CONSENT AGENDA

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

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

The Consent Agenda approved consists of the following:

- A) Adoption of Council Minutes

- 1) December 7, 2015 (work session)
- 2) December 7, 2015 (interview session)
- 3) December 7, 2015 (regular session)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Philomenian Library Board of Trustees (11/10/2015)
- C) Abatements/Addenda of Taxes

Total Abatements: \$40,166.86 Total Addenda: \$36,571.12

 - 1) Motor Vehicles – Abatements to 2013 Tax Roll

<u>Account/Abatement Amount</u>	
a) #588956	\$ 30.47
 - 2) Motor Vehicles – Abatements to 2014 Tax Roll

<u>Account/Abatement Amount</u>	
a) #588956	\$ 64.89
 - 3) Motor Vehicles – Abatements to 2015 Tax Roll

<u>Account/Abatement Amount</u>	
a) #588956	\$ 53.35
 - 4) Properties – Abatements to 2015 Tax Roll

<u>Property/Abatement Amount</u>	
a) Plat 8, Lot 47	\$ 2,470.21
b) Plat 9, Lot 422	\$ 3,525.81
c) Plat 9, Lot 291-A	\$10,091.58
d) Plat 9, Lot 506	\$ 3,876.33
e) Plat 9, Lot 860	\$ 4,527.85
f) Plat 3, Lot 486	\$ 3,447.03
g) Plat 16, Lot 157	\$ 2,438.01
h) Plat 5, Lot 429	\$ 4,582.97
i) Plat 15, Lot 243	\$ 2,000.77
j) Plat 8, Lot 468	\$ 3,057.59
 - 5) Properties – Addenda to 2015 Tax Roll

<u>Property/Addenda Amount</u>	
a) Plat 15, Lot 243	\$ 2,000.77
b) Plat 16, Lot 157	\$ 2,438.01
c) Plat 9, Lot 291A	\$10,091.58
d) Plat 8, Lot 468	\$ 3,057.59
e) Plat 9, Lot 860	\$ 4,527.85
f) Plat 9, Lot 422	\$ 3,525.81
g) Plat 5, Lot 429	\$ 4,582.97
h) Plat 9, Lot 506	\$ 3,876.33
i) Plat 8, Lot 46	\$ 2,470.21

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

None.

XII. ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

A) Boards/Commissions/Committees expiring terms – Schedule interviews Addressed previously.

XIII. EXECUTIVE SESSION

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

A motion was made by Vice President Meagher with second by Councilor Tighe to enter into Executive Session at 6:31 p.m. pursuant to RIGL §42-46-5(a) Subsection (1) Personnel.

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

The Jamestown Town Council reconvened the regular meeting at 8:06 p.m. President Trocki announced that no votes were taken in the Executive Session.

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

XIV. ADJOURNMENT

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

The regular meeting was adjourned at 8:07 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Finance Director
 Solicitor