



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Tuesday, February 16, 2016
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.

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) Mary Lou Sanborn, Library Board of Trustees Chair
- B) Non-scheduled to address

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

VII. UNFINISHED BUSINESS

- A) Town Council Meeting Schedule; review and discussion, and/or potential action and/or vote
- B) Upcoming Town Council Meeting/Work Session/Workshop Topics; review and discussion, and/or potential action and/or vote
 - 1) Recreation Department and Facilities: Goals and Objectives
 - 2) Downtown Commercial District
- C) Jamestown Police Department Community Leadership Council - Process for Upcoming Public Workshops: CLC Representatives James Rugh and Ken Newman

VIII. NEW BUSINESS

- A) Church Community Housing Corporation – Request for an additional grant amount not to exceed \$15,000 from the Town of Jamestown Housing Trust Fund to cover the additional costs of renovating 147 Beach Avenue for affordable housing; review and discussion, and/or potential action and/or vote
- B) Approval of Proposal: From ESS Group for Sheffield Cove Innovative Stormwater and Pathogen Controls for an amount not to exceed \$63,920 as recommended by Public Works Director Michael C. Gray; review and discussion, and/or potential action and/or vote

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

- A) Appointments & Vacancies
 - 1) Jamestown Planning Commission (One vacancy with an unexpired four-year term ending date of December 31, 2018); duly advertised; interview conducted; review and discussion and/or potential action and/or vote (continued from 02/01/2016)
 - a) Letter of interest
 - i) Dana Prestigiacommo
 - 2) Jamestown Tree Preservation and Protection Committee (One vacancy with a three-year term ending date of December 31, 2018); duly advertised; interviews conducted; review and discussion and/or potential action and/or vote (continued from 02/01/2016)
 - a) Letters of interest
 - i) Peter Kallman
 - ii) Dana Prestigiacommo
 - 3) Jamestown Zoning Board of Review – 3rd Alternate (One vacancy with a one-year term ending date of December 31, 2016) duly advertised; interview conducted; review and discussion and/or potential action and/or vote (continued from 02/01/2016)
 - a) Letter of interest
 - i) Dana Prestigiacommo
 - 4) Juvenile Hearing Board (One vacancy with a two-year term ending date of December 31, 2017) duly advertised; review and discussion and/or potential action and/or vote

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) February 1, 2016 (interviews)
 - 2) February 1, 2016 (regular meeting)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Charter Review Committee (01/13/2016)

- 2) Jamestown Charter Review Committee (01/27/2016)
- 3) Jamestown Philomenian Library Board of Trustees (12/08/2015)
- C) Attendance Records from Boards, Commissions and Committees
 - 1) Jamestown Harbor Commission
 - 2) Jamestown Tree Preservation & Protection
- D) Zoning Board of Review Abutter Notifications
 - 1) Notice is Hereby Given That the Jamestown Zoning Board of Review will hold a Public Hearing February 23, 2016, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, RI 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/Special Use Permit

From:

 1. Chapter 82-Zoning-Appendix A-Minor Subdivision Regulation
 2. Preliminary lot checklist No 3
 3. Article 3 Table 3-2 Dimensional Variance
 4. Article 12 Section 1203 Parking Requirements
 5. Sec. 82-1205.Shared parking Special Use Permit

To:

 1. Divide current 10,210 lot 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 inches rear lot set back instead of 12 ft.
 3. Lot B – A variance to allow the existing configuration of parking to satisfy the requirements of Lot B.
 4. Lot A to use “shared parking” from Lot B for 2 overnight parking spaces
 - Note no physical alterations or changes in use are being requested

Said property is located in a CD zone and contains .23/10,200 acres/sq. ft.
 - 2) Notice is Hereby Given that the Jamestown Zoning Board of Review will hold a Public Hearing February 23, 2016, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, RI at 7:00 p.m. upon the following: Application of Andrea Colognese et Doriana Carella (Village Hearth Bakery), whose property is located at 2 Watson Ave., and further identified as Assessor's Plat 8, Lot 774 for a variance from Article 3, Table 3-2 (Lot Coverage) requesting 304 sq. ft. kitchen addition. 40% lot coverage requested where 35% is allowed. Said property is located in a CL zone and contains 7,000 sq. ft.
- E) CRMC Notices
 - 1) February 2016 Calendar

- F) Abatements/Addenda of Taxes
 Total Abatements: \$44,358.03 Total Addenda: \$44,083.14
- 1) Properties/Tangibles – Abatements to 2015 Tax Roll

	<u>Account/Abatement Amount</u>	
a)	02-1651-00	\$ 3,801.50
b)	03-1338-79	\$ 2,465.23
c)	03-0222-20	\$ 6,681.39
d)	07-0434-60	\$ 4,263.74
e)	09-0042-00	\$ 4,669.28
f)	10-0097-20	\$ 5,466.13
g)	12-0021-10	\$ 105.36
h)	13-0409-02	\$ 1,933.36
i)	13-0595-35	\$ 2,709.44
j)	16-0116-00	\$ 8,705.18
k)	18-0246-50	\$ 3,388.89
 - 2) Properties/Tangibles – Addenda to 2015 Tax Roll

	<u>Account/Addenda Amount</u>	
a)	01-0357-25	\$ 3,388.89
b)	03-0590-60	\$ 1,933.36
c)	08-0064-50	\$ 6,681.39
d)	08-0275-45	\$ 4,669.28
e)	08-0545-01	\$ 2,708.44
f)	09-0012-98	\$ 5,466.13
g)	14-0396-00	\$ 3,801.50
h)	16-0234-75	\$ 2,465.23
i)	16-0790-00	\$ 8,705.18
j)	19-1265-75	\$ 4,263.74
 - 3) Properties/Tangibles – Abatements to 2014 Tax Roll

	<u>Account/Abatement Amount</u>	
a)	12-0021-10	\$ 105.00
 - 4) Motor Vehicles – Abatements to 2004 Tax Roll

	<u>Account/Addenda Amount</u>	
a)	18-0207-00M	\$ 64.53
- G) Finance Director’s Report
- H) Private Investigator License Renewal:
- 1) Ronald F. Lewis dba: R.F. Lewis Private Investigators
139 Seaside Drive
- I) Trash Collector License Renewals:
- 1) Island Rubbish Service, Inc. dba: Island Rubbish Service, Inc.
Location: Island-Wide (8 Swinburne Street)
 - 2) Republic Services, Inc. dba: Republic Services of MA
Location: Island-wide (1080 Airport Road, Fall River)
 - 3) Waste Management of RI, Inc. dba: Waste Management of RI, Inc.
Location: Island-wide (65 Halsey St., Newport)
- J) Holiday License Renewals:

- 1) Baker's Pharmacy of Jamestown, Inc. dba: Baker's Pharmacy
Location: 53 Narragansett Avenue
- 2) Conanicut Marine Services, Inc. dba: The Conanicut Store
Location: 20 Narragansett Avenue
- 3) Conanicut Yacht Club dba: Conanicut Yacht Club
Location: 40 Bay View Drive
- 4) Doriana Carella dba: The Village Hearth Bakery
Address: 2 Watson Avenue
- 5) East Ferry Market Ltd. dba East Ferry Market & Deli
Location: 47 Conanicus Avenue, Units 1 & 2
- 6) ESJ, Inc. dba: Simpatico Jamestown
Location: 13 Narragansett Avenue
- 7) Gail Chase dba: Hodgkiss Farm
Location: 305 North Road
- 8) Islandish, Ltd dba: Chopmist Charlies
Location: 40 Narragansett Avenue
- 9) Jamestown Boat Yard, Inc. dba: Jamestown Boat Yard
Location: 60 Dumpling Drive
- 10) Jamestown Culinary Partners, LLC dba: Jamestown Fish
Location: 14 Narragansett Avenue
- 11) Jamestown Hardware, Inc. dba: Jamestown True Value Hardware
Location: 5 Narragansett Avenue
- 12) Jamestown Restaurant Group, LLC dba: Narragansett Café
Location: 25 Narragansett Avenue
- 13) KALI, LLC dba: J22 Tap & Table
Address: 22 Narragansett Avenue
- 14) Lucky Ridge Co. LLC dba: Spinnakers Café
Location: 3 Ferry Wharf
- 15) Ocean Essence & Therapeutic Massage, LLC
dba: Ocean Essence & Therapeutic Massage/Ocean Essence Spa
Location: 123 B Narragansett Avenue
- 16) Slice of Heaven, Inc. dba: Slice of Heaven
Location: 32 Narragansett Avenue
- 17) Tallulah, LLC dba: Tallulah's Tacos
Location: 252 Narragansett Avenue
- 18) TMT Corp. dba: McQuade's Laundromat
Location: 5 Clarke Street
- 19) TMT Corp. dba: McQuade's Supermarket
Location: 6 Clarke Street
- 20) Tunstall LLC dba: Grapes & Gourmet
Location: 9 Ferry Wharf
- 21) Urban Flowers, LLC dba: The Secret Garden
Location: 12 Southwest Avenue
- 22) Varsha, Inc. dba: Jamestown Wine & Spirits
Location: 30 Southwest Avenue

- 23) Yun Chen dba: Peking Garden
Location: 34 Narragansett Avenue
- K) Holiday and Peddler License Renewals:
 - 1) A. B. Munroe Dairy, Inc. dba: A. B. Munroe Dairy
Location: Island-wide (151 Brow Street, East Providence)
 - 2) Del's Lemonade & Refreshments, Inc. dba: Del's of Jamestown
Location: Mackerel Cove Beach (East side of Parking Lot), Fort Getty, Jamestown Shores Beach
 - 3) Lucky Ridge Co. LLC dba: Spinnakers Café Mobile Unit
Location: East Ferry, Fort Getty, Mackerel Cove Beach Parking Lot
 - 4) Tallulah, LLC dba: Tallulah's Tacos Mobile Unit
Location: Mackerel Cove (East side of lot) and Head's Beach
- L) Peddler License Renewal:
 - 1) Jennifer Talancy dba: Stearns Farms Organic Produce
Location: East Ferry Beach (near seawall)

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

- A) Resolutions and Proclamations of other Rhode Island cities and towns
 - 1) Resolution of the Exeter Town Council Opposing Governor Raimondo's Truck Toll Gantries
 - 2) Resolution of the Richmond Town Council Opposing Governor Raimondo's Truck Toll Gantries
 - 3) Resolution of the Middletown Town Council Opposing Governor Raimondo's Truck Toll Gantries
 - 4) Resolution of the Glocester Town Council Opposing Governor Raimondo's Truck Toll Gantries
 - 5) Resolution of the Hopkinton Town Council Opposing Governor Raimondo's Truck Toll Gantries

XII. AGENDA ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

- A) Town Council Agenda Setting Policy; review and discussion, and/or potential action and/or vote

XIII. EXECUTIVE SESSION

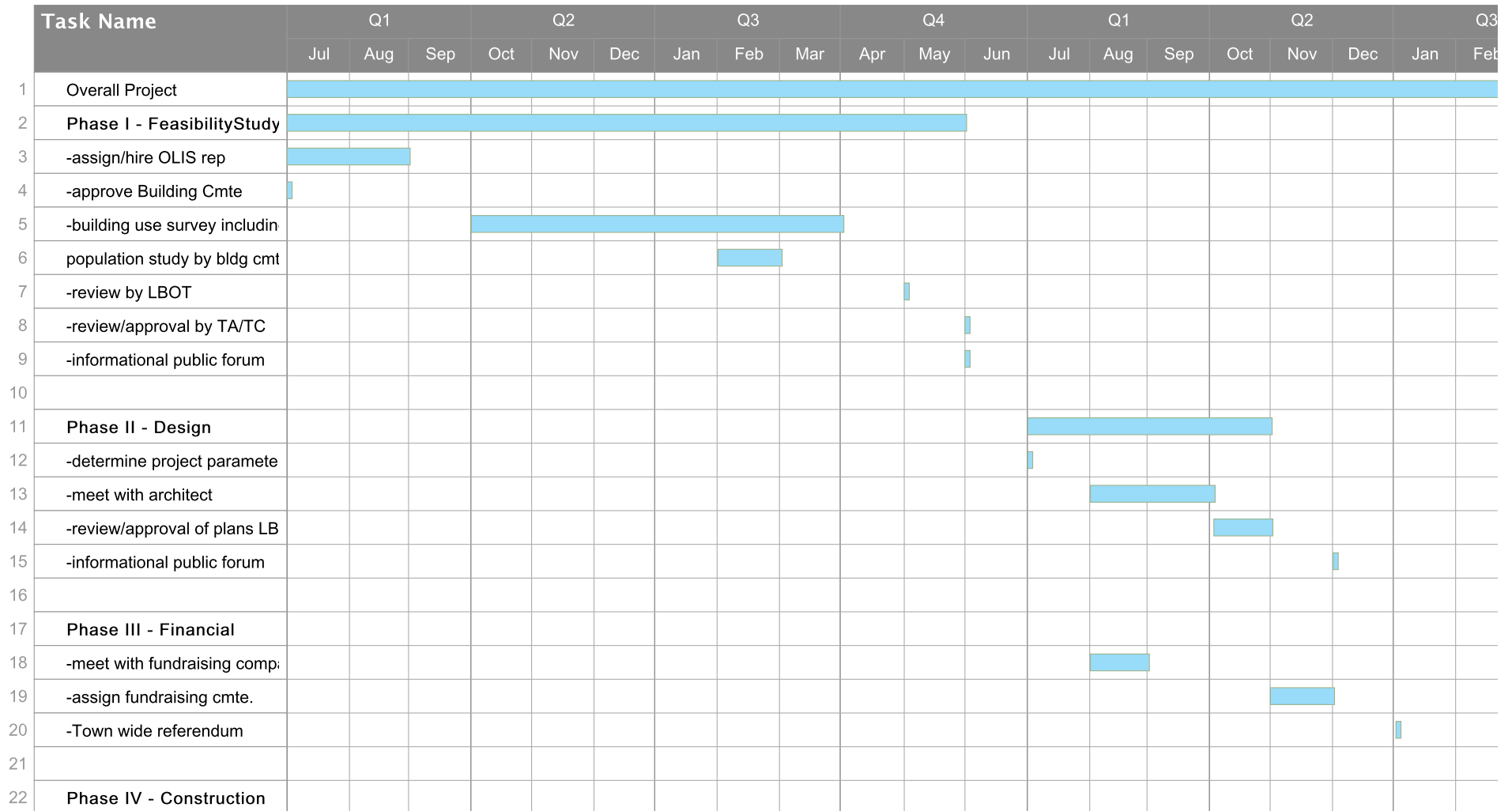
XIV. ADJOURNMENT

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 at the Jamestown Police Station and on the Internet at www.jamestownri.gov.

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

July 2015 - June 2017



Mary Lou Sanborn

	Q4			
o	Mar	Apr	May	Jun



Church Community Housing Corporation

*Working for decent housing for families of low
And moderate income in Newport County*

February 2, 2016

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

Re: 147 Beach Ave Affordable Homeownership Opportunity

Dear Councilors:

Church Community Housing Corporation has purchased and begun renovating the property located at 147 Beach Ave for the purpose of creating one single-family Affordable homeownership opportunity. The proposal is to renovate the existing single family home and to then sell the house to an eligible family earning at or below 80% of Area Median Income. The house will be sold to for approximately \$150,000. Ownership of the land will be retained in Church Community Housing's Land Trust and the house will count towards the Town of Jamestown's 10% affordable housing goal.

The initial demolition of the interior of the house uncovered damage in the form of an extensive previous insect infestation and water damage to much of the house framing. These unanticipated issues have resulted in unforeseen expenses to the project. Currently, the budget for the project allows for the full renovation of the interior of the house, code updates, a new septic system, and a new roof but we are unable to replace the aged siding, put in a basement slab, or replace the broken driveway as originally planned.

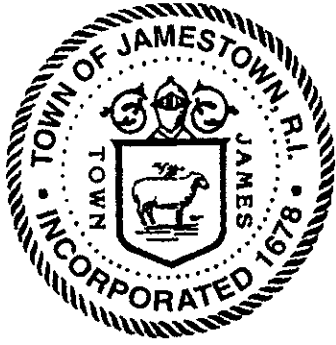
In order to add the siding, a basement slab, and a new driveway back into the project, Church Community Housing Corporation is respectfully requesting an additional grant amount not to exceed \$15,000 from the Town of Jamestown Housing Trust Fund to cover these costs. The addition of these three items would make the house more functional, durable, and appealing to the future family and community.

Please feel free to call me with any questions or if you need any additional information.

Sincerely,

Christian Belden
Senior Project Manager

cc Jamestown Affordable Housing Committee



The Town of Jamestown, Rhode Island

93 Narragansett Ave
Jamestown, RI 02835 – 1509
Phone: (401) 423-7225
Fax: (401) 423-7226
mgray@jamestownri.net

To: Andrew Nota
Town Administrator

From: Michael Gray, P.E.
Public Works Director

Re: Sheffield Cove Innovative Stormwater and Pathogen Controls

Date: February 12, 2016

Sheffield Cove Study

During the Summer of 2015 Town Staff and our Consultant ESS, developed and performed an aggressive sampling program to differentiate between wet- and dry-weather sources, and sources from the watershed as well as sources internal and external to Sheffield Cove. Six sampling events were conducted: 2 wet weather events; 2 dry weather events; and 2 in-cove events. The sampling program showed that over 99% of wet-weather loadings originate from two catchments within the watershed of the cove. Sampling also showed dry-weather loadings from these catchments to be a significant source of elevated pathogen concentrations in the cove. Identified stormwater and dry-weather sources include wildlife/wetlands and pet waste. No other significant sources were identified.

Following sampling and analysis, ESS and Town DPW staff collaborated to develop conceptual stormwater best management practices, which proposes bioretention on northern stretch of Maple Avenue and a combination of pervious pavement and sand filtration on Maple Avenue near its intersection with Spring Street. The proposed sand filter will also serve to treat dry-weather discharges from the two catchments to the Cove.

Southeast New England Program Water Quality Management Grant

The Town of Jamestown received funding in the amount of \$118,200 from the New England Interstate Water Pollution Control Commission and the Narragansett Bay Estuary Program to design and construct Innovative Stormwater Improvements to mitigate pathogens to Sheffield Cove. Attached is a proposal from our consultant, ESS Group, for the design, permitting, and implementation of the project.

I recommend that the Council approve the proposal from ESS Group for an amount not to exceed \$63,920 so that we may begin the project.



MASSACHUSETTS

100 Fifth Avenue, 5th Floor
Waltham, Massachusetts 02451
p 781.419.7696

RHODE ISLAND

401 Wampanoag Trail, Suite 400
East Providence, Rhode Island 02915
p 401.434.5560

VIRGINIA

999 Waterside Drive, Suite 2525
Norfolk, Virginia 23510
p 757.777.3777

February 1, 2016

Michael Gray, PE, Director
Department of Public Works
Town of Jamestown
93 Narragansett Avenue
Jamestown, RI 02835

**Re: Proposal for Sheffield Cove Innovative Stormwater and Pathogen Controls
Sheffield Cove
Jamestown, RI
ESS Proposal No. 16023**

Dear Mr. Gray

ESS Group, Inc. (ESS) is pleased to submit this proposal to the Town of Jamestown (the "Town") to provide professional planning and engineering services for preparation of a stormwater improvements.

Rhode Island Department of Environmental Management (RIDEM) closed the cove in 2009 due to exceedances of bacterial benchmarks while citing pollution concerns related to sanitary wastewater and wet-weather sources. We previously assisted the Town in developing strategies to reopen the cove, which were documented in a plan titled Stormwater Runoff & Water Quality Study of Sheffield Cove & Surrounding Watershed (Sheffield Cove Plan). We also assisted the Town in developing a grant proposal, which was recently selected for an award, to implement the plan. A combination of bioretention and sand filtration to treat pathogens from stormwater and dry-weather background flows are identified as the preferred management approach moving forward. The project described in this proposal will continue design work through permitting and final design, which will be followed by a BMP installation. Source controls (e.g., pet waste management education) will also be implemented.

SCOPE OF SERVICES

Based on our discussions and our understanding of the Town's goals and objectives, ESS proposes to provide the following scope of services to assist the Town.

Task 1—Develop Quality Assurance Project Plan (QAPP)

The proposed grant project includes a water quality modelling and DNA sampling and, therefore, involves environmental data operations. The NEIWPCC Quality Management Plan requires that QAPPs be developed and approved for all projects involving environmental data operations (i.e., collection, analysis, and/or manipulation of environmental data). ESS will develop a QAPP, based on guidelines to be provided by NEIWPCC that will be used to fully define and document our methodologies for collection of environmental data. We anticipate building on existing, relevant, approved QAPPs to the extent practicable and will confirm appropriate example QAPPs with NEIWPCC following project initiation. Once prepared, ESS will provide the draft QAPP to NEIWPCC staff on behalf of the Town for review.

The QAPP must be approved by U.S. EPA, the NEIWPCC Project Manager, and the NEIWPCC Quality Assurance Program Manager prior to any data collection or analysis that involves grant or in-kind match monies. We are assuming 60 days for the development of the QAPP and 90 days for the review and approval of the QAPP by NEIWPCC and U.S. EPA QA officers and up to 60 days to complete revisions that may be needed for approval.





Task 2—Structural Stormwater BMP Permit-Level Designs

Work under this task will advance the conceptual designs from the Sheffield Cove Plan to permit-level designs (approximately 75%) and will include site plans showing, land survey, extent and sizing of major elements of project work, typical cross-sections for major elements of work and typical details for major elements of work. Landscaping plans will also be prepared at this level of design. We will begin Task 2 with a kickoff meeting with the Town. Design work will be completed in accordance with the 2015 Rhode Island Stormwater Design and Installation Standards Manual (2015 Stormwater Manual), manufacturer specifications and good engineering practice.

During this task, we anticipate retaining a land surveyor as a subconsultant to conduct a land survey of the selected area. Land survey will be billed as a time-and-materials expense and the cost for land survey was included in the grant budget, but has not been included in the budget of this proposal.

We assume that test pits will be excavated for groundwater elevation observations, as needed, by Town personnel and that the Town will coordinate marking for DigSafe and DigSafe notification based on the concept designs in the Sheffield Cove Plan. The Town will also be responsible for obtaining traffic control or police details as necessary. We have included one day of fieldwork to conduct test pit observations. We have also included one day for field evaluation and flagging of wetlands.

We will provide the permit-level designs to you and conduct a workshop with you to review the BMPs for permitting under Task 3. We will include a brief letter report to describe the design updates we made as part of advancing the conceptual designs to permit-level designs. We have budgeted eight hours for developing the letter report. We anticipate that the selected BMP will have the capacity to treat approximately 45,720 square feet of impervious surface.

Task 3—Structural Stormwater BMP Permitting

We will develop local and state project permitting applications for the selected BMPs. Our proposed budget for this task includes development of permitting applications for the DEM Wetlands Program, DEM Water Quality Certification, Rhode Island Pollution Discharge Elimination System Notice of Intent for Construction, Town Soil Erosion and Sediment Control, and Town Stormwater Management. We have included budgeting for one meeting with the DEM Water Quality and Wetlands Restoration Team as well as response to permit application comments from regulatory programs. We have budgeted up to 12 hours for response to permitting comments. Additional effort beyond this 12 hours or additional technical studies or design iterations requested during agency review of permit applications will be provided as an additional service. We have budgeted for a permitting narrative that will be based on the Sheffield Cove Plan and our findings in Tasks 1 and 2.

Task 4—Pet Waste Management Education

Improperly disposed pet waste was observed at several locations around the study area and documented in the Sheffield Cove Plan. Pet waste disposal has been identified as an issue in other parts of Town as well. We propose to assist the Town in developing a brief letter-style pet waste education plan to improve pet waste management and reduce its potential to impair water quality. The pet waste education plan will focus on public awareness of the water quality risks associated with improper disposal of pet waste as well as proper methods of disposal that would be applicable to the Sheffield Cove study area. Our pet waste plan will include an educational brochure suitable for mailing and web posting by the Town.





Task 5—Public Involvement

We will assist the Town in implementing a public involvement process that includes a public project workshop to be scheduled by the Town with the Town Council at a regularly scheduled Town Council meeting or special workshop. We will conduct a presentation to provide a brief overview of the purpose and need for infrastructure improvements and cost opinions. We will use 3-D visualizations as appropriate to demonstrate the value of the proposed improvements.

Task 6—Final Design

We understand that the Town intends to construct at least part of the BMPs using Town staff and equipment, but that some parts of the project may be constructed by an outside contractor. The specifics of this approach will be determined prior to final design and bidding.

ESS will prepare final designs for the stormwater BMP permitted under Task 3. Final design work will include the following:

- Update of the existing permitting drawings to include comments from regulatory agencies and construction level detail.
- Preparation of supplemental details necessary to support construction.

Based on our knowledge of permit conditions issued to date for similar BMP projects, we anticipate preparing the plan set, which is outlined below. Final designs will be prepared at a scale of 1 inch = 40 feet in AutoCAD 2016 format. The final designs will be reviewed and endorsed by a Rhode Island Registered Professional Engineer. We anticipate the final design plans will include the following sheets:

- Cover Sheet
- General Notes & Legend
- Existing Conditions Plan
- Stormwater BMP Site Plans and Grading
- Stormwater BMP Profiles
- Detail Sheets
- Erosion & Sedimentation (E&S) Control Design

ESS will also prepare bid documents (plans, technical specifications, and construction budget estimate) based on the final design described above. The construction budget estimate will be prepared using RIDOT unit pricing and/or lump sum items and using published RS Means unit cost values. ESS will prepare Technical Specifications in Construction Specifications Institute (CSI) format. ESS will also prepare a bid form to accompany the technical specifications. The final estimated quantities will be utilized for the bid form and utilized for the bid comparison and evaluation. Reprographics costs to make copies of bid documents for external distribution are not included in our proposal budget and will be billed at our standard rates. The Town will be responsible for preparing the general conditions and public bid requirements portions of the bid package.

ESS will prepare one draft iteration of the final designs (hard copy and electronic) and bid documents for review and comment by the Town. Upon receipt of comments from Town, ESS will provide the Town with two sets of bound final designs, bid documents, and a CD containing PDFs of the final designs and bid documents. Preparation of additional design iterations and/or production of additional sets of final designs will be provided as an additional service on a time-and-materials basis.





Task 7—Bidding Assistance

After bidding documents are prepared, ESS will support the Town as it bids the construction of the stormwater BMP. The Town will be responsible for bid publication, for providing copies of the bid packages to interested bidders, and for receiving bid submittals. ESS bidding assistance will be limited to:

- Technical review of bids received.
- Preparation of a Canvass of Bids.
- Recommendation for contractor award based on review of bids received.

We will attend a pre-bid meeting with prospective bidders organized by the Town to review project conditions, the scope of work and permit requirements, and answer bidder questions. A site walkover will be conducted following this meeting. We will prepare pre-bid meeting notes for distribution to prospective bidders. These notes will be issued as an addendum to the bid document by the Town and will contain information and responses provided during the meeting as well as any other modifications to the plans and specifications prior to receipt of bids. A draft addendum will be prepared for Town review before being finalized for distribution by the Town. Preparation of one addendum is included in our budget.

The review of the construction bids will involve evaluation of the response to the technical requirements and specifications, construction schedule, construction methods and equipment and general comparison of reasonableness of the price of the lowest qualified bid. ESS has budgeted 10 hours to assist the Town with review of bids received for the work. We assume one round of bidding only. Bid support and review services for additional rounds of bidding will be provided on a time-and-materials basis. Upon review of the bids, ESS will prepare a memo evaluating the bids and offering a recommendation of the contractor.

Task 8—Onsite Construction Support

ESS will provide construction support services (such as shop drawing review, construction layout working drawings, responses to RFI's, and site observations) during the construction phase of the project. ESS personnel will not serve as on-site construction managers or clerks of the works, and will only be present on-site when requested. ESS's on-site presence will not include supervision or direction of the actual work by the contractor, the contractor's employees, or agents. Neither the presence of an ESS Engineer nor any observations by the ESS Engineer nor any notice or failure to give notice, shall relieve the contractor from conformance with the contract documents or safety protocols/requirements.

ESS will visit the site on a schedule to be determined to become generally familiar with the progress and quality of contractor work and to determine if the work is progressing in general accordance with the construction documents. In preparing our budget for this task, we have assumed a five-week construction period with ESS presence on-site for three, three-hour periods each week (i.e., 45 hours onsite). To limit costs, ESS assumes that site observations will be conducted on the same day as the construction progress meetings if they are held.

ESS has budgeted for 42 hours of miscellaneous support to cover design of field changes, coordination with the Town, review of shop drawings and, meetings, etc. Additional construction phase services beyond those budgeted will be provided on a time and materials basis.

The following construction support services will not be provided by ESS:

- Off-site construction activities as well as any off-site transportation improvements.
- Providing direction or instruction with regard to construction methods and means, or site/worker safety and operational protocols.





- Providing direction or consultation with regard to moving, removing, alteration, or disturbance of any known or unknown cultural resources within the defined limits of the on-site work. ESS can provide these services at the direction of Town under separate budget if necessary.
- Providing direction or consultation with regard to the removal or remediation of known or unknown subsurface environmental conditions encountered within the defined limits of work. ESS can provide these services at the direction of Town under separate budget if necessary.

Task 9--Measure and Document Results

We will measure water quality benefits for pathogen load reduction using the Simple Method as defined in the 2015 Stormwater Manual. We will conduct DNA source tracking in accordance with the approved project QAPP. We will upload our sampling results to EPA's Storage and Retrieval (STORET) Data Warehouse at the completion of the project. We have budgeted one eight-hour day of field time for sampling for this task. We have budgeted for up to \$3,000 in DNA lab fees. Other lab fees exceeding this amount will be paid for directly by the Town.

Task 10—Grant Reporting

We will prepare brief quarterly reports on months 3, 6, 9, and 12 in accordance with NEIWPCC grant guidance. We will develop a brief final grant report in accordance with NEIWPCC grant guidance, which is to be provided, and append the paper and digital-media deliverables as appropriate. We have budgeted eight hours to compile these materials.

SCHEDULE

ESS is prepared to begin work on this scope of work immediately upon execution of a contract with the Town. Our estimated schedule is shown in the table below.

Task	Task Description	Time to Complete	Anticipated Completion (Project Month)
1	Develop Quality Assurance Project Plan	Draft QAPP for submittal 3 weeks from project approval by Town	5
2	Stormwater BMP Permit-Level Designs	20 weeks from proposal approval by Town	5
3	Structural Stormwater BMP Permitting	Permit applications for submittal 4 weeks from completion of Task 2	6
4	Pet Waste Management Education	8 weeks from completion of Task 2	7
5	Public Involvement	4 weeks from completion of Task 2	6
6	Final Design	4 weeks from receipt of permits	11
7	Bidding Assistance	4 weeks from completion of Task 6	12
8	Onsite Construction Support	5 weeks following initiation of construction	14
9	Measure and document results	4 weeks from completion of construction	15
10	Grant Reporting	Quarterly reports on approximately months 3, 6, 9, 12, and 15. Final report to completed 4 weeks after construction.	16





Michael Gray, Town of Jamestown
February 1, 2016

ESS will keep the Town apprised of significant findings throughout the project. ESS is not responsible for delays in performance caused by circumstances beyond our control (e.g., weather delays), or which could not have reasonably been anticipated or prevented.

PROPOSED FEE

The fees for ESS to perform Tasks 1 through 7 and Tasks 9 and 10 will be billed on a fixed-price basis. ESS services for Task 8 will be billed on a time and materials basis.

Task	Task Description	Task Fee
1	Develop Quality Assurance Project Plan	\$2,550
2	Stormwater BMP Permit-Level Designs	\$15,290
3	Structural Stormwater BMP Permitting	\$9,490
4	Pet Waste Management Education	\$1,960
5	Public Involvement	\$1,630
6	Final Design	\$6,130
7	Bidding Assistance	\$3,990
8	Onsite Construction Oversight	\$14,690
9	Measure and document results	\$6,250
10	Grant Reporting	\$1,940
Total Fee		\$63,920

ACCEPTANCE

This proposal is valid for a period of 30 days. You may accept this proposal by signing in the space provided below and executing a purchase order. The terms and conditions of our existing contract with you shall apply. The executed proposal, the executed contract, and the referenced attachments will serve as the entire agreement between ESS and the Town of Jamestown.

Thank you for the opportunity to submit a proposal for this project. If you have any questions regarding this proposal, please call me at 401.330.1221. We look forward to working with you on this project.

Sincerely,
ESS GROUP, INC.

M. James Riordan, AICP, LEED AP
Principal Scientist





Michael Gray, Town of Jamestown
February 1, 2016

ACCEPTANCE OF ESS GROUP, INC. PROPOSAL AND AUTHORIZATION TO PROCEED

This proposal is hereby authorized and accepted as executed below by a duly authorized signatory of the Town of Jamestown, RI. The signatory below also hereby warrants that he/she has full authority to act for, in the name of, and on behalf of the Town of Jamestown, RI to authorize this Agreement.

Signature of Authorized Representative of the Town of Jamestown, RI

Print Name/Title

Date of Authorization



TOWN COUNCIL INTERVIEW SESSION
February 1, 2016

I. CALL TO ORDER

The interview session for the Jamestown Town Council was called to order at 6:10 p.m. on Monday, February 1, 2016 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:

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

Town Council members absent:

Kristine S. Trocki, President

III. INTERVIEW SESSION

The following candidates were interviewed:

Peter Kallman	Tree Preservation & Protection Committee
Dana Prestigiacomo	Planning Commission
	Tree Preservation & Protection Committee
	Zoning Board of Review

IV. ADJOURNMENT

Town Council interviews were concluded at 6:30 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Town Solicitor
 Finance Director

TOWN COUNCIL MEETING
February 1, 2016

I. ROLL CALL

Town Council Members present:

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

Town Council Members absent:

Kristine S. Trocki, President

Also in attendance:

Andrew E. Nota, Town Administrator
Christina D. Collins, Finance Director
Michael Gray, Public Works Director
Cathy Kaiser, School Committee Chair
Mary Lou Sanborn, Library Board of Trustees Chair
Peter D. Ruggiero, Town Solicitor
Cheryl A. Fernstrom, Town Clerk

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Council Vice President Meagher called the regular meeting of the Jamestown Town Council to order at 7:06 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,
BOARD/COMMISSION/COMMITTEE COMMENTS & REPORTS**

A) Administrator's Report: Town Administrator Andrew E. Nota.
Mr. Nota referenced his report available on the Town website and reported on the following:

1) Golf Course Club House Update

Architect Bill Burgin was reengaged and met several times with Town staff on the club house. The proposed design is a simple structure that will fit into the location and addresses core elements needed for a golf course operation – office, rest rooms, storage areas, member services – as well as other features that can be added by the Town or a future operator – equipment storage, cart storage wing, expanded service area, seasonal tented area or small pavilion. Another element is financing of the new structure. Mr. Burgin felt the design with cost estimates could be ready this spring (perhaps April). Funding options could be voted at an FTM or General Election or in 2017. The project should be done over the next 2 to 3 years based on the current club house building condition. Vice President Meagher commented there would be a future meeting dedicated to the Golf Course for further discussion of options. Joe and Jon Mistowski in attendance were noted and will be involved in discussions. The focus is to complete the planning and design process for the club house replacement and work with the current operator to develop a plan that addresses the facilities needed so that the golf course remains a vibrant part of the community. Discussion continued.

Councilor Dickinson inquired about the lease expiration (end of 2016) and if the lease should be synced with a new project. Mr. Nota stated yes, and a short term lease extension may be a possible option. It is possible to have an RFP ready for this summer, and a new lessee could work through the process. There is no need to rush the process, and the Town is getting closer to a proposal that will work and grow with the operator. The project would have to be in order for August for inclusion on the November election ballot.

2) OPEB – RI Interlocal Risk Management Trust

The joint session with the School and Town Administrations and RI Interlocal Risk Management Trust (The Trust) representatives held in January focused on a Revocable Trust designed to address future funding of OPEB liability. A tentative date for a joint Town Council and School Department workshop with presentation by The Trust is Thursday, February 18th at 6:00 p.m. at the Melrose School (prior to the School Committee session) or prior to the March 24th School Budget work session for further review and information. Mr. Nota reviewed benefits and advantages of the program. Specific data for the School Department and Town and date of the session will be forwarded to Council. Discussion continued.

3) 2016 Legislative Issues Impacting Municipalities – RI League of Cities and Towns

The list of Legislation for the 2016 session was referenced. Town Administrator Nota will keep Council informed of updates and provide additional information on any legislation requested.

4) Senior Services Program Update

The Jamestown Seniors has been working with Town staff and Town Council Liaison to provide future stability, improved relations, and financial management. The part time employees are now working for the Town of Jamestown. Executive Director of Senior Services Ellen Conway Vietri now reports to Parks and Recreation Director Wade, creating a direct link to a Town Department head that can provide administrative oversight, broadening programming and facility management, and improving cost savings and efficiencies. The end result is an improved program to better serve our senior population.

Vice President Meagher asked if a public presentation session was in order for more information for the public. Mr. Nota agreed. The Seniors maintain their own 501c(3) organization. The support the Town can provide will be helpful in broadening their activities, expanded programs, and efficiencies.

5) Preliminary Budget Planning

Town departments have completed preliminary capital and operating budget meetings for FY 2016-17, with follow-up sessions in the coming weeks, in order to complete the Town Administrator's proposed budget slated for submission to the Town Council at the March 7th meeting (in compliance with the Town Charter). A series of public budget hearings are scheduled on the calendar and other dates are tentatively scheduled, in the event additional sessions are required to complete the budget. The School Department budget will be received by the end of February and the Town budget will be finalized at that time. Discussion ensued of projected Revenues, the Governor's State of the State Address, and working with the State to receive timely information. The Financial Town Meeting is scheduled for Monday, June 6, 2016.

6) West Ferry Lease 5-Year Extension

Lease extension terms have been finalized with Dutch Harbor Boatyard, and the proposed lease terms are being reviewed by Solicitor Ruggiero and should be presented to the Council for review and potential approval at the February 16th meeting.

B) Bike Path Design Update: Public Works Director Michael C. Gray

Mr. Gray is here to share the preliminary design and engineering for comment and give an update as we enter the budget cycle. A PowerPoint presentation proceeded depicting the location, including North Road, North Reservoir dam, Route 138, Community Farm, Eldred Avenue and East Shore Road. The Town received capital funding for permitting and design development, and a Preliminary Wetlands Permit was received from RIDEM. The public approved funding for the bridge section of the project at the 2015 FTM (\$50,000 allocated). Due to wetlands this portion requires retaining walls at the bridge section. The Spillway and stone wall were noted, and grading and retaining wall are

required. Locations on the plan and work required were noted and discussed, including the ice road, stone walls, dam, maintenance access and stream. The project is referred to as the shared use path, and this alignment gets our equipment out of the stream.

Councilor Dickinson inquired about the project and an estimated cost of \$1.2 million (3 Councils ago), with funding by RIDOT, that the Town is now funding. Vice President Meagher stated this was placed on the TIP for partial funding. Over time it became more evident we need real numbers and the Town needed to determine costs and required work before moving forward. Councilor Dickinson stated we keep spending and will continue to spend until it is finished. We need to stop and get voter input/approval before moving any further. Vice President Meagher commented this is the next step; we have spent less than \$100,000 to date, and need to determine costs and what is required in order to make a decision to move forward. Public Works Director Gray explained steps, permitting, and costs to date. Pare Engineering developed a design the Town could construct, built to a standard to meet RIDOT requirements. There will be further discussion during the budget process. Town Administrator Nota stated completion of the design gives us information needed to make decisions. There is legislation for a Bike Path Bond, and there may be an opportunity for State funding, if we are ready and have the design work and financial commitment. Vice President Meagher commented we have to get to a point to be able to determine whether this can be done, what the cost is, and whether we should proceed to bid.

Bob Sutton, Bike Path Design Committee Chair, commented it was never stated that RIDOT would fund the project. We met with RIDOT, who receives Federal funding, and in order to be eligible for such funding, you must be in the TIP, but it was never stated they would pay for the project. The project must be designed and built within State standards, and it could be built in intervals, which is a legitimate way to proceed, as it cannot be done all at once. Mr. Sutton referenced his experience working at the State level; the Blackstone Valley Bike Path was given as an example, completed over a fifteen-year period. From the outset the belief was that if the project was kept consistent with RIDOT specifications and Federal Highway Administration specifications, we would have a better opportunity for funding the project if such funding became available. If you can bridge the causeway, people will use it and use it now, it doesn't have to be done all at once, and the process the Town is following makes sense. Ultimately bike paths are a quality of life issue and are completed over a period of time with funding spread out.

Councilor Dickinson stated reservoirs are not zoned for recreational activities and that activity is prohibited; things are happening there that shouldn't. We either have to revise the Zoning Ordinance or enforce it, and a number of things need to happen prior to proceeding. Vice President Meagher commented we would like a sense of costs and then it becomes a public discussion.

Mary Lou Sanborn asked for clarification of the length for the project. Mr. Sutton stated the completed bike path is about 2 miles. Mr. Gray stated the section under discussion is

about one half mile. Mr. Gray displayed the abutment, wall, bridge, and travel over the spillway. The drawings, financed through the 2015 FTM, are done. Discussion ensued of the design. The bridge would be manufactured and purchased, then installed (elevation view presented). Long range, if the project continues to be funded, there would be a pedestrian path along North Road connecting the Shores, East Passage and West Reach (6,000 feet). The first phase of the project is drainage, and permitting and design for that portion is complete. The plan is to construct the project in-house, purchase the bridge, and put it in place.

Vice President Meagher noted the open space discussion should be done with the Town Planner in attendance. Mr. Nota stated ordinance revision would not take place until the project is fully approved, and any revision would be restricted just for that area. Councilor Dickinson stated he is strongly in favor of the North Road improvements. Mr. Gray stated there are benefits to the dam and that is why he supports it. This would improve the area and gives people a place to go, keeping them off the dam.

VII. UNFINISHED BUSINESS

None.

VIII. NEW BUSINESS

- A) Proposed 2016 Harbor Permit Rates; review and discussion and/or potential action and/or vote

Chief Mello noted the proposed rates approved by the Harbor Commission at their meeting on in January 13. The Harbor Commission's recommended operating budget will be amended based on the leases for West Ferry and East Ferry that are being signed. It is planned the operating budget will be amended and approved by the Harbor Commission at their February meeting and be back before the Council in the coming weeks. Adoption of the rates is time sensitive as invoices need to be prepared. The rates for 2016 remain unchanged from 2015.

A motion was made by Councilor Dickinson with second by Councilor Tighe to accept the proposed 2016 rates. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

- B) Town Council Meeting Calendar/Schedule; review and discussion and/or potential action and/or vote

- 1) Town Council meeting schedule

Town Administrator Nota referenced changes to the calendar for Town Council meetings beginning in March, the February 18th session if the School Committee and Council members are available, and March 24th for the School Department budget work session. Discussion ensued of the start time for the February 16th Council meeting, and it will begin at 7:00 p.m.

- 2) Town Council budget work session schedule

Budget work sessions were reviewed. Vice President Meagher noted she has a conflict with the March 14th capital budget work session. Mr. Nota will consult with Council members and make schedule adjustments as needed.

C) Discussion of upcoming Public Workshops on the Jamestown Police Department and Community Policing

Chief Mello reviewed topics for the upcoming Public Workshops.

Accreditation Process. Chief Mello stated the department is moving through the professional peer review process. Command staff is preparing for a mock assessment, which will be scheduled during March. After the mock assessment, adjustments will be made as needed, followed by the actual assessment. Prior to the assessment a public comment period is advertised, allowing the public the opportunity to comment in writing in advance regarding the accreditation process and/or the Police Department.

Comprehensive Strategic Plan related to Community Policing. Chief Mello defined Community Policing as developing relationships between the Police and the community we serve in advance of a dire need or catastrophic event. There is no one solution, and in a small community it is more of a philosophy, that everyone is a community police officer, which is our goal. As part of the Strategic Plan process the Community Leadership Council (CLC) was developed, with 10 to 12 leaders from various segments of the community, and meet quarterly. The two processes are intersecting. We want to continue the dialogue and expand the comment period beyond the Accreditation Process and hold public forums so that people understand the accreditation process before the Assessment team comes in. The second and succeeding forums would focus on Community Policing and what we can do to improve it in our community. To achieve this Chief Mello has asked the CLC to schedule and advertise the forums and solicit comments in advance. CLC Chair is Jim Rugh, and Accreditation Manager is Lt. Angela Denault. The first session on accreditation is scheduled for the end of February, and we should be ready to make the request for a mock assessment in March. The CLC meets March 14th to formulate topics for the open forums on community policing, tentatively scheduled for March 29th, and facilitated by the CLC, not the Police Department. This is a great opportunity to create a useful, helpful dialogue.

Vice President Meagher commented CLC members are volunteers selected by Chief Mello. Chief Mello agreed and stated members of CLC can suggest citizens from other segments of the community who need to be brought onboard to complete the roster. Those suggestions would then be addressed by the CLC.

Councilor Dickinson asked if there is a document available on the accreditation process for public information and if that would be noticed and available to citizens. Chief Mello stated there is public notice and advertisement in the newspaper, and a public document that would be available and posted on the Police Department website.

Councilor Dickinson appreciates the philosophy and efforts of the CLC and the facilitated

workshops. What is missing is that no one has sought to include the Council in the process. Vice President Meagher suggested community policing could be a topic for a public discussion. It could produce be a fruitful discussion that might be broken down into sub-groups focused on schools, the need for a resource officer, interaction in schools and with children, the library, and business community. If there were smaller discussions perhaps the target audience would show up and that dialogue brought back to a larger discussion. What is community policing in Jamestown and how do we communicate with the Community Leadership Council with suggested topics and input?

Chief Mello stated the series of three articles being prepared by the CLC for the upcoming sessions would reveal the process and how they would solicit and take input. He will speak to the CLC at the March 14th meeting to see if forums could be broken down into focus groups. This may delay the process. Vice President Meagher stated this is an ongoing process and one discussion on community policing is not going to be the end all. Chief Mello stated we will still go forward with the Accreditation forum and process. Accreditation is about professionalism and accountability, which builds trust within the community, which builds for better communication and better relationships, which intersects with Community Policing.

Vice President Meagher commented improving communications and keeping people in the process is important. We are trying to reduce friction and improve communication, and including people in the process is helpful. Chief Mello will ask the CLC to go forward with newspaper articles and get back to the Council after the next meeting, and the two phases will run concurrently. Councilor Dickinson hopes the CLC does not operate in a vacuum, as the Council is as interested as they are. Chief Mello noted the newspaper articles and information publicized will build momentum for community involvement.

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

A) Appointments & Vacancies

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

There was one letter of interest and Dana was an excellent candidate, but she stated she is not a registered voter. The appointment will be continued to the next meeting and advertising continued.

- 2) Jamestown Tree Preservation and Protection Committee (One vacancy with a three-year term ending date of December 31, 2018); duly advertised; interviews conducted; review and discussion and/or potential action and/or vote

- a) Letters of interest
 - i) Peter Kallman
 - ii) Dana Prestigiacomo
- 3) Jamestown Zoning Board of Review – 3rd Alternate (One vacancy with a one-year term ending date of December 31, 2016) duly advertised; interview conducted; discussion and/or potential action and/or vote
 - a) Letter of interest
 - i) Dana Prestigiacomo

A motion was made by Councilor Tighe with second by Councilor Dickinson to continue the Appointments and Vacancies to the February 16th meeting. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

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) January 19, 2016 (regular meeting)
 - 2) January 19, 2016 (executive session)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Charter Review Committee (11/04/2015)
 - 2) Jamestown Charter Review Committee (11/18/2015)
 - 3) Jamestown Charter Review Committee (12/02/2015)
 - 4) Jamestown Charter Review Committee (12/16/2015)
 - 5) Jamestown Harbor Commission (12/07/2015)
 - 6) Jamestown Harbor Commission (12/09/2015)
 - 7) Jamestown Traffic Committee (12/15/2015)
 - 8) Jamestown Zoning Board of Review (12/15/2015)
- C) Attendance Records from Boards, Commissions and Committees
 - 1) Jamestown Housing Authority
 - 2) Jamestown Tax Assessment Board of Review
 - 3) Jamestown Zoning Board of Review

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

A motion was made by Councilor Dickinson with second by Councilor White to receive the Communications and Resolutions. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

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

- A) Resolutions and Proclamations from other Rhode Island cities and towns
 - 1) Resolution of the Narragansett Town Council Opposing Governor Raimondo's proposed truck toll gantries

XII. ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

None.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

A motion was made by Councilor Dickinson with second by Councilor White to adjourn. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

The regular meeting was adjourned at 8:21 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
Town Administrator
Finance Director
Solicitor

Approved: 1/27/16

Charter Review Committee
Town of Jamestown, Rhode Island
Minutes of the January 13, 2016 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 4:34 PM.

I. ROLL CALL

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

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

Mary E. Meagher (Ex Officio Member)

II. MINUTES

A motion was made by Mary Lou Sanborn and seconded by Jim Rugh to accept the amended minutes from the meeting of December 16, 2015. Tony Antine, Blake Dickinson, Ed Gromada, John Pagano, Arlene Petit, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. Time of motion 4:36 PM.

III. OLD BUSINESS

A) The following Sections were reviewed by the Committee:

a) Section 418. Ed Gromada presented new wording for this section as follows:

"Section 418. 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.


- 1) *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.
 - 2) *Annual report.* The department shall make a written annual report to the town council of the condition of all fire stations, ~~fire~~-apparatus, fire alarm systems and of all matters and property relating thereto and such other matters as the town council may request.
 - 3) *Jamestown Fire Department.* The Jamestown Fire Department, a 501(c)3 charitable organization, shall make a written annual report to the town council on the condition of its financial position. This report may be in the form of its current year Form 990 filing statement with the IRS or other audited financial statement." A motion was made by Jim Rugh, and seconded by Mary Lou Sanborn to accept the wording as presented. Anthony Antine, Blake Dickinson, Edward Gromada, John Pagano, Arlene Petit, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. The meeting adjourned at 4:42 PM.
- b) Section 422. This section was forwarded to the town solicitor for review. Additionally, Mary Lou Sanborn will rewrite this section and include the position of Library Director. She will present it to the Committee on January 27, 2015.
 - c) Section 1001. Had no revisions necessary.
 - d) Section 1002. Jim Rugh proposed a change to paragraph (3) as follows: "Unless otherwise mandated by state law or regulations, all terms of board, commission and committee membership shall be limited to three years. With the exception of the zoning board of review alternate members, no person shall serve more than three consecutive terms on the same committee and that person shall not be reappointed to that body for one years thereafter, unless the person has special qualifications required by the board, or for other good reason, with a unanimous vote of the council concurring with the reappointment." This proposal will be reviewed and voted on at the next Committee meeting, January 27, 2015.
 - e) Section 1101. There was substantial discussion regarding the way the annual proposed budget is presented and approved by the voters of Jamestown. Mary Lou Sanborn proposed three new sections to be added to Article XI (Section 1107 – Adoption of referendum warrants, Section 1108 – Adaption of budget, and Section 1109 – Rejection of budgets). There was no consensus on these proposals. Jim Rugh and Arlene Petit will prepare an alternative view and process regarding the acceptance of the town's annual budget. Further discussion was postponed until January 27, 2016 Committee meeting.

IV. NEW BUSINESS

A) The next meeting of the Committee will be January 27, 2016.

V. ADJOURNMENT

A motion was made by Jim Rugh, and seconded by Mary Lou Sanborn to adjourn the meeting. Anthony Antine, Blake Dickinson, Edward Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. The meeting adjourned at 6:00 PM.



Secretary

Approved: 2/10/2016

Charter Review Committee
Town of Jamestown, Rhode Island

Minutes of the January 27 , 2016 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 4:35 PM.

I. ROLL CALL

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

Arlene D. Petit: Chair, James Rugh: Co-Chair, Blake A. Dickinson, John Pagano, Mary E. Meagher (Ex Officio Member)

The following members were absent :

Anthony Antine, Mary Lou Sanborn, Edward Gromada.

Mary Meagher took minutes.

II. MINUTES

A motion was made by Jim Rugh and seconded by John Pagano to accept the minutes from the meeting of January 13,2016. Blake Dickinson, John Pagano, Arlene Petit, and Jim voted in favor of the motion. Time of motion 4:42 PM.

III. OLD BUSINESS

A 1) The following Sections were reviewed by the Committee. Ed had kindly provided a record of changes and status of review to date for our reference. (See attached)

a. Section 412. Arlene asked if there were any concerns, John noted it had to comply with state law. Consensus: no change

b. Section 418. Was rewritten at the last meeting.

c. Section 422: Consensus to wait until Mary Lou returns, put on 2/10/16 agenda

1) a. Section 506: Will be referred to Town Solicitor

2) a. Sections 704-710: Consensus question if state law should be referenced, ask solicitor

3) a. Section 1002: Consensus to put it on 2/10/16 agenda when more members will be present.

4) a. Sections 1101-1106: Consensus to put it on 2/10/16 agenda when more members will be present.

IV. NEW BUSINESS: A

- 1) The following Sections were reviewed by the Committee:
 - a. Section 206: Consensus approval
 - b. Section 211: Refer to Town solicitor
 - c. Section 216: Consensus to add website. Section 1202. Had no revisions necessary.
 - d. Section 220: Doesn't address financial referenda, a form of this section could go to financial section. Consensus to continue review

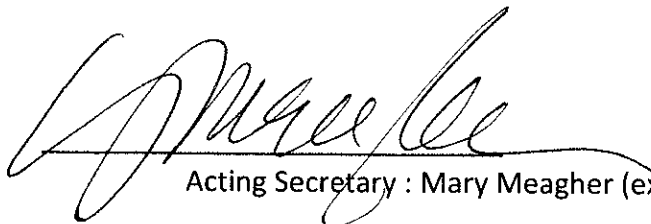
- 2) a. Section 301: Consensus that previously agreed upon language should be added
- 3) a. Section 401: Consensus is no changes are necessary
 - b. Section 402: Consensus is to eliminate "with annual consent of the Town Council"
 - c. Section 404: Consensus add: "training and experience."
 - d. Section 405: Consensus agree to changes
 - e. Section 406: Consensus agree to changes
 - f. Section 418: Consensus agree to changes
 - g. Section 419: Consensus question if we put in "qualifications etc" in this section do we put it in all of them?
 - h. Section 421: Arlene suggested that "shall" should replace "may," consensus of group to keep "may." Consensus to add "qualifications and broad experience" as previously discussed .
- 4) a. 503 : Consensus agree to changes.
- 5) a. 805 : Consensus agrees to changes but Blake asks how we refer to firefighters and EMS workers who are not strictly volunteers. Consensus: refer to solicitor.
Other highlighted sections to be reviewed by solicitor.
Blake requested that Section 417 be placed on 2/10/16 agenda

B. Arlene will request an extension of time due to vacation plans of Charter Review Committee members, hopes to have Charter Review final report in May.

C. Next meeting February 10 @ 4:30.

V. ADJOURNMENT

A motion was made by John Pagano, and seconded by Blake Dickinson to adjourn the meeting. All voted in favor of the motion. The meeting adjourned at 5:37 PM.



Acting Secretary : Mary Meagher (ex officio member)

JAMESTOWN PHILOMENIAN LIBRARY
Minutes of a Regular Meeting of the Board of Trustees
Tuesday, December 8, 2015

The meeting was called to order at 5:07 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, Chris Walsh, Marianne Kirby, and Jennifer Cloud

Absent: Paul Housberg, 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. President's Report:** Peter Carson discussed the following items:
 - a. Peter Carson welcomed Marianne Kirby, the new appointee to the Board of Trustees.
 - b. Peter Carson gave a report on the Nominating Committee. He stated that officers will be chosen in January 2016. Peter Carson will not be running for Chair of the Board of Trustees next year; he will take another position on the Board or remain a Trustee.
 - c. Peter Carson decided that Paul will not be addressing Governance Policies in January 2016. Peter Carson will put this off until February 2016.
 - d. Peter Carson invited Karen Mellor, Chief of Library Services in Rhode Island, to the January 2016 meeting of the Library Board of Trustees. She will discuss the roles and responsibilities of Trustees; Peter Carson was not sure if Karen Mellor could speak on the Open Meetings Law (OML). Donna Fogarty recommends asking someone else to speak on OML
- III. Consent Agenda:** Peter Carson asked the Trustees if there were any items to be pulled from the consent agenda. Jennifer Cloud asked that the minutes and Trustee Financial Reports be moved from the consent agenda to New Business. A motion was made and unanously approved to take the items off the consent agenda. The consent agenda items included Financial Reports (Library) and the report of the Library Director, Donna Fogarty. A motion was made to accept the consent agenda. This motion was unanimously approved.
- IV. Friends of the Library Report (Laura Yentsch):**

Laura Yentsch attended the Friends' meeting this month. Items discussed were the book sale, "Library Corner" section in *The Jamestown Press*, future programs, communication with the local school, December workshops, and the proposed collaboration between the Friends and the Trustees on a Christmas luncheon for the staff. A discussion among the Trustees ensued on participating in the luncheon; it was decided to do a separate gift for the Library Staff. A motion was made to spend \$100.00 on an editable arrangement for the library staff on a Thursday. It was unanously approved.
- V. Communications:** None
- VI. Old Business:**
 - a. Disposition of Minutes of November 10, 2015**

There was a motion to accept the minutes pending the following revision: the research of the survey. The following Trustees voted to accept the minutes with this revision: Peter Carson, Paul Housberg, Jennifer Cloud, Laura Yentsch, Marianne Kirby, and Mary Lou Sanborn. Chris Walsh was not present for this vote.

b. Library Renovation Committee Charge:

Jennifer Cloud reported the following took place at the last meeting:

- i. Handouts were distributed (minutes of the meeting) and a presentation.
- ii. The presentation by Lisa Sheley took the entire meeting. The survey was not discussed. It will be taken up at the meeting on December 15, 2015.
- iii. Chris Walsh mentioned that a few young Jamestown residents will attend the next meeting. Chris also mentioned that the school population numbers are not what was mentioned in Lisa's report.
- iv. Chris is hoping to wrap up the survey at our next meeting.
- v. Mary Lou Sanborn asked about the timeline and where we stand on the timeline.

c. Trustee Financial Report:

Jennifer Cloud asked about the check to Dynamic Solutions. Mary Lou Sanborn will clarify the numbers.

d. OLIS Grant Parameters:

Mary Lou Sanborn thought it was a good idea to look closely at the grant parameters.

Donna Fogarty noted that it is part of the website. Mary Lou Sanborn said that she will look at the website.

VII. New Business:

a. Annual Report – the annual report previously distributed to Board of Trustee members was reviewed and discussed. A motion was made by Mary Lou Sanborn, seconded by Marianne Kirby, and unanimously voted to accept the July 2014 – July 2015 Annual Report as submitted. The report was filed by Donna Fogarty with OLIS.

b. OLIS Seminar - Mary Lou Sanborn briefly discussed the OLIS seminar she attended at the Cumberland Library in November. The topic of the seminar was Cornerstones of Democracy: Libraries, Intellectual Freedom and Privacy. Mary Lou will forward to all Board of Trustee members and Library Director, Donna Fogarty, the power point slide presentation.

c. Proposed 2016 Library Board of Trustee Budget/RI Foundation Funds - As current treasurer of the Library Board of Trustees, Mary Lou suggested the Board of Trustees develop a proposed 2016 budget. Her suggestion was based on the fact that while RI Foundation Funds are readily available, the foundation would prefer a one-time annual transfer of funds. Mary Lou will submit a report of finances used during the past three years in order to determine the amount to be requested for 2016.

d. Weather Emergency Policy – Library Director, Donna Fogarty, distributed a current copy of this policy which was previously revised and approved in 2013. The policy was reviewed and discussed with revisions noted. The revised policy will be included in the Consent Agenda as part of the January 12, 2016 meeting agenda.

e. Staff Training – Donna Fogarty reported it is state standard to close the library when staff training is required. Donna has scheduled staff training for Thursday, January 7th from 10:00 a.m. to 1:00 p.m. The library will open to the public at 2:00 p.m. Donna will develop a new staff plan to give all staff members different opportunities for cross training purposes. Donna will notify the town of the library closing. A motion was made by Chris Walsh, seconded by Jennifer Cloud, and unanimously voted to provide luncheon for the library staff members on Thursday, January 7, 2016 as a “thank you” for their services in 2015. Donna will provide Mary Lou Sanborn with the staff's recommendations for lunch.

f. Young Adult Behavior – Library Director, Donna Fogarty, reported there has been an ongoing behavior problem with three young teenage patrons who have displayed disruptive behavior both inside and outside the library property. The parents of a particular eleven (11) year old were

contacted and wanted proof of the teen's disruptive behavior claiming the teen has special needs issues. After a meeting between the teen's parents and the library director, it was decided the teen's father would monitor the teen's behavior while he is in attendance at the library. After discussing the issue further, the Board of Trustees requested Donna send written documentation of the issue to the teen's parents and continue to monitor the progress in written format in the event of future issues and concerns.

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

IX. Adjournment and Date of the next regular meeting – A motion was made by Jennifer Cloud, seconded by Mary Lou Sanborn, and unanimously voted to adjourn the meeting at 6:35 p.m. The next regular meeting of the Trustees will be held on Tuesday, January 12, 2016, at 5 p.m.

Laura Yentsch
Secretary
Mary Lou Sanborn
Treasurer

Town of Jamestown as an abutter.

Town Property: Plat 8, Lot 161

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 FEBRUARY 23, 2016, 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/Special Use Permit from:

1. Chapter 82-Zoning-Appendix A-Minor Subdivision Regulation
2. Preliminary lot checklist No 3
3. Article 3 Table 3-2 Dimensional Variance
4. Article 12 Section 1203 Parking Requirements
5. Sec. 82-1205.Shared parking Special Use Permit

To:

1. Divide current 10,210 lot 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 inches rear lot set back instead of 12 ft.
 3. Lot B - A variance to allow the existing configuration of parking to satisfy the requirements of Lot B.
 4. Lot A to use "shared parking" from Lot B for 2 overnight parking spaces
- Note no physical alterations or changes in use are being requested

Said property is located in a CD zone and contains .23/10,200 acres/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.

Town of Jamestown as an abutter.

Town Property: Plat 8, Lot 440.

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 FEBRUARY 23, 2016, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT 7:00 P.M. UPON THE FOLLOWING:

Application of Andrea Colognese et Dorian Carella (Village Hearth Bakery), whose property is located at 2 Watson Ave., and further identified as Assessor's Plat 8, Lot 774 for a variance from Article 3, Table 3-2 (Lot Coverage) requesting 304 sq. ft. kitchen addition. 40% lot coverage requested were 35% is allowed. Said property is located in a CL zone and contains 7,000 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 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

FEBRUARY 2016 CALENDAR

- Thursday, February 4** **Shoreline Change (Beach) SAMP Public Stakeholder Meeting.**
URI Coastal Institute Auditorium, URI Bay Campus, South Ferry
Road, Narragansett, RI
6:00 – 8:00 p.m.
- Tuesday, February 9** **Semimonthly Meeting.** Administration Building, Conference Room
A, One Capitol Hill, Providence, RI.
6:00 p.m.
- Thursday, February 11** **Shoreline Change (Beach) SAMP Subcommittee Meeting.** CRMC
Offices, 4808 Tower Hill Road, Wakefield, RI 02879
4:00 p.m.
- Tuesday, February 16** **Policy and Planning Subcommittee Meeting.** CRMC; Conference
Room, Oliver Stedman Government Center, 4808 Tower Hill Road,
Wakefield, RI.
8:30 a.m.
- Tuesday, February 23** **ROW Subcommittee Meeting.** Administration Building, Conference
Room A, One Capitol Hill, Providence, RI.
5:45 p.m.
- Tuesday, February 23** **Semimonthly Meeting.** Administration Building, Conference Room
A, One Capitol Hill, Providence, RI.
6:00 p.m.
- Friday, February 26** **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

**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 **FEBRUARY 16, 2016** MEETING

MOTOR VEHICLE ABATEMENT TO 2004 TAX ROLL

#18-0207-00M Rembijas, Michael F. (Estate of)	Motor Vehicle – 2001 Buick Reg. #SU 437 Deceased	\$64.53
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RP TANGIBLE ABATEMENT TO 2014 TAX ROLL

#12-0021-10 Labyrinth Business Solutions	Tangible Property Business Closed	\$105.00
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REAL PROPERTY/TANGIBLE ABATEMENTS TO 2015 TAX ROLL

#02-1651-00 Burditt, Frederic M. & Jean N., Trustees	Plat 8, Lot 525 Property transfer 1-7-16 to Account #14-0396-00	\$3,801.50
#03-1338-79 Cote, Angela E.	Plat 14, Lot 384 Property transfer 1-19-16 to Account #16-0234-75	\$2,465.23
#05-0222-20 Ellis, Brian Sr. & Kelly-Ellis, Patrice	Plat 2, Lot 151 Property transfer 1-15-16 to Account #08-0064-50	\$6,681.39
#07-0434-60 Gladding, Kenneth M.	Plat 9, Lot 150 Property transfer 1-11-16 to Account #19-1265-75	\$4,263.74
#09-0042-00 Irby, Christopher (Estate)	Plat 8, Lot 237 Property transfer 1-22-16 to Account #08-0275-45	\$4,669.28
#10-0097-20 JCU, LLC	Plat 9, Lot 360 Property transfer 2-1-16 to Account #09-0012-98	\$5,466.13
#12-0021-10 Labyrinth Business Solutions	Tangible Property Business Closed	\$105.36
#13-0409-02 Manning, Joseph, Trustee	Plat 5, Lot 516 Property transfer 1-26-16 to Account #03-0590-60	\$1,933.36
#13-0595-35 Martin, Michael J. Jr. & Stacey	Plat 3, Lot 313 Property transfer 1-25-16 to Account #08-0545-01	\$2,708.44
#16-0116-00 Palmieri, Vivian J. Trust	Plat 6, Lot 26 Property transfer 1-27-16 to Account #16-0790-00	\$8,705.18
#18-0246-50 Reppe, William E. & Cinthia L.	Plat 15, Lot 333 Property transfer 1-22-16 to Account #01-0357-25	\$3,388.89

REAL PROPERTY ADDENDA TO 2015 TAX ROLL

#01-0357-25 Anderson, Peter	Plat 15, Lot 333 Property transfer 1-22-16 from Account #18-0246-50	\$3,388.89
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#03-0590-60 Charpentier, Kristin L.	Plat 5, Lot 516 Property transfer 1-26-16 from Account #13-0409-02	\$1,933.36
#08-0064-50 Hammel, John & Buetens, Karen K.	Plat 2, Lot 151 Property transfer 1-15-16 from Account #05-0222-20	\$6,681.39
#08-0275-45 Hay, Land Courtney	Plat 8, Lot 237 Property transfer 1-22-16 from Account #09-0042-00	\$4,669.28
#08-0545-01 Hines, Paul T. & Tricia L.	Plat 3, Lot 313 Property transfer 1-25-16 from Account #13-0595-35	\$2,708.44
#09-0012-98 Iannetta, Raymond & Trocki, Kristine S.	Plat 9, Lot 360 Property transfer 2-1-16 from Account #10-0097-20	\$5,466.13
#14-0396-00 Noble, Keelan H. & Timothy G.	Plat 8, Lot 525 Property transfer 1-7-16 from Account #02-1651-00	\$3,801.50
#16-0234-75 Pesco, Claudia A.	Plat 14, Lot 384 Property transfer 1-19-16 from Account #03-1338-79	\$2,465.23
#16-0790-00 Pignolet, David P & Bartosiewicz, Eliz A	Plat 6, Lot 26 Property transfer 1-27-16 from Account #16-0116-00	\$8,705.18
#19-1265-75 Sorlien, Sandra	Plat 9, Lot 150 Property transfer 1-11-16 from Account #07-0434-60	\$4,263.74

TOTAL ABATEMENTS	\$44,358.03
TOTAL ADDENDA	\$44,083.14

RESPECTFULLY SUBMITTED,

Kenneth S. Gray

KENNETH S. GRAY,
TAX ASSESSOR



Town of Jamestown
Finance Department
Town Hall
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9809 Fax 401-423-7229
Email: ccollins@jamestownri.net

Christina D. Collins
Finance Director

MEMORANDUM

TO: Andrew E. Nota, Town Administrator

FROM: Christina D. Collins, Finance Director 

DATE: 2/13/2016

SUBJECT: Budget to Actual

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

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

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

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
TOWN COUNCIL					
70001101 Salaries (5)	11,300.00	0.00	5,650.00	5,650.00	50.00%
70001302 Fees & Supplies	1,250.00	0.00	12.72	1,237.28	1.02%
70001305 Advertising	2,000.00	0.00	0.00	2,000.00	0.00%
70001 Town Council	14,550.00	0.00	5,662.72	8,887.28	38.92%
TOWN ADMINISTRATOR					
70002101 Salary, Administrator	108,572.00	8,560.44	64,203.30	44,368.70	59.13%
70002102 Salary, Clerical w/longevity	63,002.00	4,511.66	38,145.14	24,856.86	60.55%
70002302 Fees, Supplies & Dues	2,500.00	792.71	1,258.47	1,241.53	50.34%
70002303 Travel Expenses	12,000.00	0.00	6,842.10	5,157.90	57.02%
70002 Town Administrator	186,074.00	13,864.81	110,449.01	75,624.99	59.36%
PROBATE COURT					
70003101 Salary, Judge	5,081.00	390.82	2,931.15	2,149.85	57.69%
70003302 Fees, Supplies & Dues	1,750.00	-58.05	609.30	1,140.70	34.82%
70003 Probate Court	6,831.00	332.77	3,540.45	3,290.55	51.83%
ELECTION & TOWN MEETINGS					
70004101 Salaries, Canvassers (3 & 2alt.)	5,234.00	0.00	2,618.00	2,616.00	50.02%
70004102 Salary, Clerical	700.00	0.00	0.00	700.00	0.00%
70004103 Salaries, Moderator & Sergeant	1,450.00	0.00	772.36	677.64	53.27%
70004104 Election Supervisors	1,000.00	0.00	0.00	1,000.00	0.00%
70004302 Fees, Supplies & Dues	2,300.00	14.99	384.15	1,915.85	16.70%
70004305 Advertising & Printing	500.00	0.00	0.00	500.00	0.00%
70004 Election & Town Meetings	11,184.00	14.99	3,774.51	7,409.49	33.75%
LEGAL					
70050201 Professional Services	95,000.00	8,060.00	46,427.50	48,572.50	48.87%
70005 Legal	95,000.00	8,060.00	46,427.50	48,572.50	48.87%
CLERK & RECORDS					
70060101 Salary, Town Clerk w/longevity	67,550.00	5,072.48	38,043.60	29,506.40	56.32%
70060102 Salary, Clerical (2) w/longevity	87,680.00	6,479.22	49,593.07	38,086.93	56.56%
70060302 Fees, Supplies & Dues	33,000.00	1,783.76	9,290.42	23,709.58	28.15%
70060305 Advertising & Printing	3,000.00	291.75	1,596.71	1,403.29	53.22%
70060 Clerk & Records	191,230.00	13,627.21	98,523.80	92,706.20	51.52%
PLANNING					
70070101 Salary, Town Planner w/longevity	77,545.00	5,508.22	47,249.79	30,295.21	60.93%
70070102 Salary, Clerical (.8) w/longevity	36,444.00	0.00	19,441.77	17,002.23	53.35%
70070201 Planning Commission	7,150.00	0.00	0.00	7,150.00	0.00%
70070302 Fees, Supplies & Dues	5,500.00	220.17	1,569.92	3,930.08	28.54%
70070305 Advertising	500.00	199.50	321.00	179.00	64.20%
70070 Planning	127,139.00	5,927.89	68,582.48	58,556.52	53.94%
ZONING					
70080101 Salaries, Zoning Board (10)	10,000.00	325.00	1,625.00	8,375.00	16.25%
70080302 Supplies	700.00	-753.28	-966.15	1,666.15	-138.02%
70080 Zoning	10,700.00	-428.28	658.85	10,041.15	6.16%
PERSONNEL					
70090900 Social Security Tax	291,485.00	19,966.46	171,938.86	119,546.14	58.99%
70090901 Blue Cross/Delta Dental	681,500.00	42,338.17	328,525.51	352,974.49	48.21%
70090902 Worker's Compensation	70,000.00	0.00	60,187.00	9,813.00	85.98%
70090903 Retirement System	296,425.00	27,274.48	142,030.91	154,394.09	47.91%
70090906 Life Insurance	10,000.00	968.00	6,986.18	3,013.82	69.86%
70090907 General Liability Insurance	110,000.00	0.00	103,493.87	6,506.13	94.09%
70090910 Salary Study Adjustment	30,000.00	0.00	0.00	30,000.00	0.00%
70090920 Blue Cross - Police Retirees	118,805.00	9,645.83	69,175.45	49,629.55	58.23%
70090 Personnel	1,608,215.00	100,192.94	882,337.78	725,877.22	54.86%

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

Account Number & Description	Annual Budget	PTD Expenses	YTD Expenses	Remaining \$	% of Budget
FINANCE OFFICE					
70100100 Salary, Finance Director w/longevity	89,597.00	6,411.24	55,586.22	34,010.78	62.04%
70100101 Salary, Deputy Tax Collector w/long	64,989.00	4,664.56	37,203.70	27,785.30	57.25%
70100102 Consultant, Computer Technican	40,000.00	2,526.55	24,963.08	15,036.92	62.41%
70100201 Professional Services	16,000.00	1,569.34	9,843.50	6,156.50	61.52%
70100302 Fees, Supplies & Dues	22,000.00	4,941.24	14,848.46	7,151.54	67.49%
70100 Finance	232,586.00	20,112.93	142,444.96	90,141.04	61.24%
TAX ASSESSOR					
70110101 Salary, Assessor (.8) w/longevity	53,508.00	3,864.78	28,985.85	24,522.15	54.17%
70110102 Clerical (as needed)	0.00	0.00	0.00	0.00	#DIV/0!
70110302 Fees, Supplies & Dues	12,500.00	-19.02	12,200.26	299.74	97.60%
70110305 Advertising & Printing	1,100.00	0.00	784.98	315.02	71.36%
70110308 Field Inspections	0.00	0.00	0.00	0.00	#DIV/0!
70110 Tax Assessor	67,108.00	3,845.76	41,971.09	25,136.91	62.54%
AUDIT OF ACCOUNTS					
70120201 Professional Services	22,000.00	0.00	22,320.00	-320.00	101.45%
70120 Audit of Accounts	22,000.00	0.00	22,320.00	(320.00)	101.45%
POLICE PROTECTION					
70310100 Salary, Police Chief	88,521.00	6,809.26	51,069.45	37,451.55	57.69%
70310101 Salaries, Police(13)/ Dispatch(4.5) /Support (.8 & 1 seasonal)	911,986.00	70,733.10	569,432.05	342,553.95	62.44%
70310102 Longevity, Officers/Dispatch	45,943.00	0.00	21,784.83	24,158.17	47.42%
70310103 Police Benefits	46,320.00	8,468.02	38,150.75	8,169.25	82.36%
70310104 Overtime & Sick Leave	165,000.00	9,278.88	111,286.29	53,713.71	67.45%
70310105 Police Retirement	165,215.00	0.00	0.00	165,215.00	0.00%
70310302 Fees, Supplies & Dues	21,000.00	1,574.50	6,556.24	14,443.76	31.22%
70310303 Computer Maintenance	18,500.00	678.99	19,609.78	-1,109.78	106.00%
70310305 Advertising	0.00	0.00	65.10	-65.10	#DIV/0!
70310307 Building Maintenance	5,000.00	0.00	860.55	4,139.45	17.21%
70310308 Vehicle Insurance	8,197.00	0.00	8,197.00	0.00	100.00%
70310309 Telephone	21,500.00	664.86	6,412.96	15,087.04	29.83%
70310310 Personal Equipment, Uniforms	8,000.00	0.00	3,188.80	4,811.20	39.86%
70310311 Maintenance Of Uniforms	32,150.00	0.00	1,545.13	30,604.87	4.81%
70310312 Ammunition & Supplies	4,000.00	848.00	2,606.00	1,394.00	65.15%
70310313 Maintenance, Police Cars	17,500.00	388.77	4,803.09	12,696.91	27.45%
70310314 Gas & Tires	38,000.00	3,525.46	14,604.88	23,395.12	38.43%
70310315 Training	20,000.00	150.00	6,887.02	13,112.98	34.44%
70310316 Police Incentive	0.00	0.00	0.00	0.00	#DIV/0!
70310317 Maintenance of Radio System	14,000.00	493.00	5,690.35	8,309.65	40.65%
70310318 Equipment	8,000.00	15.00	2,016.79	5,983.21	25.21%
70310 Police Protection	1,638,832.00	103,627.84	874,767.06	764,064.94	53.38%
EMERGENCY MANAGEMENT AGENCY					
70311302 Emergency Management Agency	10,000.00	1,327.66	2,757.59	7,242.41	27.58%
70311 Emergency Management Agency	10,000.00	1,327.66	2,757.59	7,242.41	27.58%
FIRE PROTECTION					
70320100 Salary, Fire Chief/Fire Inspector	55,325.00	4,255.76	31,918.20	23,406.80	57.69%
70320101 Salary, Dispatch/Maintenance OT & Fill-in for Dispatch	56,510.00	0.00	15,811.20	40,698.80	27.98%
70320102 Deputy Fire Chief Stipend (2)	3,731.00	0.00	0.00	3,731.00	0.00%
70320103 Salary, Fire Inspector	2,000.00	0.00	0.00	2,000.00	0.00%
70320104 Salary, Fire Inspector	17,980.00	1,503.95	11,010.84	6,969.16	61.24%
70320104 Fire Incentive Program	70,000.00	0.00	0.00	70,000.00	0.00%
70320302 Fees, Supplies & Dues	5,000.00	0.00	888.57	4,111.43	17.77%
70320308 Insurance	55,000.00	730.50	25,476.25	29,523.75	46.32%
70320309 Telephone	8,800.00	506.64	4,379.26	4,420.74	49.76%
70320313 Apparatus & Truck Repair	25,000.00	0.00	11,598.16	13,401.84	46.39%

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

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
70320314 Gas, Tires & Oil	15,000.00	761.94	6,513.36	8,486.64	43.42%
70320315 Training	12,000.00	0.00	610.44	11,389.56	5.09%
70320319 Fuel Oil	14,000.00	0.00	309.55	13,690.45	2.21%
70320320 Maintenance	13,500.00	434.95	6,645.43	6,854.57	49.23%
70320321 Electricity	12,000.00	208.63	4,176.74	7,823.26	34.81%
70320322 Alarm & Radio	6,000.00	0.00	1,555.91	4,444.09	25.93%
70320323 Oxygen & Air Pack	5,000.00	0.00	649.95	4,350.05	13.00%
70320324 Water	1,500.00	0.00	322.76	1,177.24	21.52%
70320325 Fire Equipment	15,000.00	0.00	6,161.91	8,838.09	41.08%
70320326 Fire Extinguisher Agents	2,400.00	0.00	1,053.00	1,347.00	43.88%
70320399 Subscriptions & Journal	500.00	0.00	0.00	500.00	0.00%
70320 Fire Protection	396,246.00	8,402.37	129,081.53	267,164.47	32.58%
EMERGENCY MEDICAL SERVICES					
70600101 Ambulance Incentive Program	80,000.00	0.00	0.00	80,000.00	0.00%
70600102 EMS Director	27,930.00	1,503.95	12,142.38	15,787.62	43.47%
70600103 JFD EMS Captain	0.00	0.00	0.00	0.00	#DIV/0!
70600xxx Medical Director Stipend	3,000.00	0.00	0.00	3,000.00	0.00%
70600104 ALS Per Diem (12 months)	175,200.00	14,880.00	103,200.00	72,000.00	58.90%
70600330 Ambulance Building	16,000.00	273.04	3,803.65	12,196.35	23.77%
70600332 Ambulance Personal Equip/Uniforms	10,000.00	0.00	0.00	10,000.00	0.00%
70600333 Ambulance Medical	20,000.00	1,133.62	10,409.38	9,590.62	52.05%
70600334 Ambulance Office	5,000.00	300.07	1,639.20	3,360.80	32.78%
70600336 Ambulance Vehicles	12,000.00	212.26	5,178.39	6,821.61	43.15%
70600337 Ambulance Training	23,000.00	85.00	9,948.98	13,051.02	43.26%
70600455 Insurance on Ambulance	30,000.00	0.00	19,081.00	10,919.00	63.60%
70600 EMS	402,130.00	18,387.94	165,402.98	236,727.02	41.13%
PROTECTIVE SERVICE					
70330101 Salary, Building Inspector	64,564.00	4,966.44	65,317.73	-753.73	101.17%
PT for New Position	5,395.00	0.00	0.00	5,395.00	0.00%
70330102 Salary, Clerical (.5) w/longevity	25,014.00	1,746.83	15,930.30	9,083.70	63.69%
70330117 Salary, Electrical Inspector	10,000.00	833.33	5,833.31	4,166.69	58.33%
70330118 Salary, Plumbing Inspector	5,000.00	416.67	2,916.69	2,083.31	58.33%
70330119 Salary, Mechanical Inspector	5,000.00	416.67	2,916.69	2,083.31	58.33%
70330302 Fees, Supplies & Dues	4,500.00	85.10	3,528.11	971.89	78.40%
70330328 Hydrant Rental	160,000.00	0.00	0.00	160,000.00	0.00%
70330 Protective Service	279,473.00	8,465.04	96,442.83	183,030.17	34.51%
ADMINISTRATION					
70410101 Salary, Public Works Director (.5)	50,357.00	3,498.26	30,019.60	20,337.40	59.61%
70410302 Fees, Supplies & Dues	1,200.00	0.00	95.64	1,104.36	7.97%
70410 Administration	51,557.00	3,498.26	30,115.24	21,441.76	58.41%
ENGINEERING					
70420101 Salary/Environ Services (.6)	38,927.00	4,979.32	23,115.88	15,811.12	59.38%
70420103 Intern	10,000.00	0.00	7,519.50	2,480.50	75.20%
70420302 Fees, Supplies & Dues	1,200.00	469.95	592.84	607.16	49.40%
70420 Engineering	50,127.00	5,449.27	31,228.22	18,898.78	62.30%
HIGHWAY					
70430100 Salary, Supervisor w/longevity	67,047.00	4,883.68	37,153.69	29,893.31	55.41%
70430101 Salaries (10) w/longevity & Overtime	568,266.00	44,160.72	343,891.43	224,374.57	60.52%
70430308 Vehicle Insurance	14,520.00	0.00	14,520.00	0.00	100.00%
70430313 Upkeep of Equipment	65,000.00	4,443.08	51,785.56	13,214.44	79.67%
70430314 Oil & Gas	80,000.00	4,687.19	26,681.29	53,318.71	33.35%
70430330 Sand & Gravel	15,000.00	2,701.63	6,639.74	8,360.26	44.26%
70430331 Cold Patch	17,500.00	0.00	3,884.76	13,615.24	22.20%
70430333 Road Supplies/Street Signs	15,000.00	28.65	4,091.58	10,908.42	27.28%
70430334 Equipment Rental	3,000.00	0.00	1,450.00	1,550.00	48.33%

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

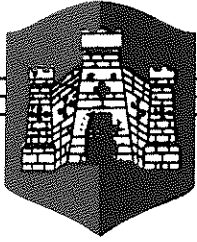
Account Number & Description	Annual Budget	PTD Expenses	YTD Expenses	Remaining \$	% of Budget
70430336 Clothing (contractual)	5,500.00	2,716.72	5,700.10	-200.10	103.64%
70430399 Safety & Licensing	6,500.00	349.95	3,512.83	2,987.17	54.04%
70430 Highway	857,333.00	63,971.62	499,310.98	358,022.02	58.24%
SNOW REMOVAL					
70440336 Snow Removal (overtime)	28,000.00	886.03	886.03	27,113.97	3.16%
70440337 Equipment & Supplies	49,000.00	958.11	25,076.80	23,923.20	51.18%
70440 Snow Removal	77,000.00	1,844.14	25,962.83	51,037.17	33.72%
WASTE REMOVAL					
70450101 Salary, Operator w/longevity	55,607.00	4,466.40	35,134.28	20,472.72	63.18%
Sunday OT hours	6,335.00	0.00	0.00	6,335.00	0.00%
70450309 Telephone	600.00	54.14	310.99	289.01	51.83%
70450321 Electricity	1,300.00	68.66	339.90	960.10	26.15%
70450340 Maintenance & Testing	42,000.00	7,748.00	15,533.00	26,467.00	36.98%
70450341 Transfer Trucking & Recycling	310,000.00	22,178.14	150,618.68	159,381.32	48.59%
70450350 Hazardous Waste Recycling	500.00	0.00	0.00	500.00	0.00%
70450 Waste Removal	416,342.00	34,515.34	201,936.85	214,405.15	48.50%
STREET LIGHTING					
70460321 Electricity	82,500.00	6,543.79	33,979.76	48,520.24	41.19%
70460 Street Lighting	82,500.00	6,543.79	33,979.76	48,520.24	41.19%
OTHER PUBLIC WORKS					
70480342 Town Cemetery & Parade	2,100.00	488.70	789.69	1,310.31	37.60%
70480 Other Public Works	2,100.00	488.70	789.69	1,310.31	37.60%
PUBLIC BUILDINGS					
70490101 Service Contract Custodial	60,000.00	4,335.57	33,810.99	26,189.01	56.35%
70490302 Building/Cleaning Supplies	5,300.00	83.55	812.59	4,487.41	15.33%
70490309 Telephone & Alarms	15,000.00	1,248.72	8,715.96	6,284.04	58.11%
70490321 Electricity	60,000.00	2,598.76	23,992.73	36,007.27	39.99%
70490324 Water	10,500.00	2,622.69	4,401.44	6,098.56	41.92%
70490343 Heat	45,000.00	2,966.39	4,285.71	40,714.29	9.52%
70490344 Repairs & Maintenance	43,000.00	3,186.35	22,018.42	20,981.58	51.21%
70490375 Landscape	9,500.00	260.00	3,127.75	6,372.25	32.92%
70490 Public Buildings	248,300.00	17,302.03	101,165.59	147,134.41	40.74%
TREE MANAGEMENT PROGRAM					
70495101 Consultant	9,600.00	0.00	5,525.00	4,075.00	57.55%
70495302 Materials & Supplies	1,800.00	0.00	939.35	860.65	52.19%
70495360 Tree Pruning	15,000.00	549.99	8,781.27	6,218.73	58.54%
70495370 Purchase Of Trees	5,000.00	0.00	1,875.00	3,125.00	37.50%
70495375 Water	0.00	0.00	500.00	-500.00	#DIV/0!
70495 Tree Management Program	31,400.00	549.99	17,620.62	13,779.38	56.12%
PUBLIC WELFARE					
70500101 Salary, Welfare Director	3,964.00	0.00	1,982.00	1,982.00	50.00%
70500347 New Visions, Newport County	0.00	0.00	0.00	0.00	#DIV/0!
70500 Public Welfare	3,964.00	0.00	1,982.00	1,982.00	50.00%
PUBLIC HEALTH					
70600456 Visiting Nurse/Mental Health/ SC Hospice/ Substance Abuse	17,500.00	0.00	9,000.00	8,500.00	51.43%
70600458 Senior Center Operations	71,693.00	5,817.90	41,664.42	30,028.58	58.12%
70600 Public Health	89,193.00	5,817.90	50,664.42	38,528.58	56.80%

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

Account Number & Description	Annual Budget	PTD Expenses	YTD Expenses	Remaining \$	% of Budget
ANIMAL CONTROL					
70610xxx Animal Control Services/Shelter	5,000.00	0.00	0.00	5,000.00	0.00%
70610302 Fees, Supplies & Dues	0.00	0.00	0.00	0.00	#DIV/0!
70610306 Tick Task Force	15,000.00	0.00	1,166.28	13,833.72	7.78%
70610 Animal Control	20,000.00	0.00	1,166.28	18,833.72	5.83%
LIBRARY					
70700100 Salary, Librarian w/longevity	69,921.00	5,247.38	39,355.35	30,565.65	56.29%
70700101 Salaries (2FT & 2@.875)w/longevity	144,990.00	10,944.33	79,025.37	65,964.63	54.50%
70700102 Custodian	0.00	2,612.20	2,612.20	-2,612.20	#DIV/0!
70700302 Fees, Supplies & Dues	8,500.00	746.72	4,021.18	4,478.82	47.31%
70700308 Insurance	12,850.00	0.00	12,850.00	0.00	100.00%
70700309 Telephone	1,200.00	77.19	468.47	731.53	39.04%
70700310 Equipment	500.00	0.00	538.95	-38.95	107.79%
70700321 Electricity	24,000.00	2,962.34	9,903.71	14,096.29	41.27%
70700343 Heat	18,500.00	537.46	537.46	17,962.54	2.91%
70700344 Repairs & Maintenance	19,000.00	4,186.27	8,061.57	10,938.43	42.43%
70700345 Information Technology	6,000.00	0.00	916.97	5,083.03	15.28%
70700351 Books & Periodicals	29,000.00	4,517.28	17,377.27	11,622.73	59.92%
70700352 Books - State Aid	87,697.00	10,778.62	47,027.53	40,669.47	53.63%
70700 Library	422,158.00	42,609.79	222,696.03	199,461.97	52.75%
PARKS, BEACHES & RECREATION					
70800101 Salary, Director w/longevity	65,506.00	4,966.42	29,749.48	35,756.52	45.41%
70800102 Salaries, Rec, Parks (3) w/longevity	124,564.00	10,652.81	181,145.46	-56,581.46	145.42%
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	20,545.64	15,107.36	57.63%
70800104 Salaries, Teen Center Support Staff	15,749.00	0.00	3,741.25	12,007.75	23.76%
70800302 Fees, Supplies & Dues	5,965.00	1,072.17	3,639.33	2,325.67	61.01%
70800305 Advertising & Printing	3,750.00	0.00	1,271.75	2,478.25	33.91%
70800308 Insurance	6,470.00	0.00	6,470.00	0.00	100.00%
70800309 Telephone	2,500.00	215.02	1,295.25	1,204.75	51.81%
70800310 Equipment	4,500.00	20.00	1,609.10	2,890.90	35.76%
70800314 Gas & Oil	10,000.00	588.63	5,387.55	4,612.45	53.88%
70800321 Electricity & Field Lighting	30,000.00	98.52	13,972.88	16,027.12	46.58%
70800322 Ft Getty Waste Water Removal	7,000.00	2,020.00	4,620.00	2,380.00	66.00%
70800323 Shores Beach/Sanitary Facility	3,000.00	0.00	0.00	3,000.00	0.00%
70800324 Water	12,000.00	18,974.48	18,974.48	-6,974.48	158.12%
70800341 Trash Removal	10,000.00	238.00	5,996.00	4,004.00	59.96%
70800344 Repairs, Maintenance &	26,000.00	54.98	14,468.88	11,531.12	55.65%
70800382 Summer Programs	3,825.00	0.00	471.93	3,353.07	12.34%
70800383 Winter Programs	1,200.00	0.00	500.00	700.00	41.67%
Senior Programs	3,000.00	0.00	0.00	3,000.00	0.00%
PAC-Operational	15,000.00	0.00	0.00	15,000.00	0.00%
70800 Parks, Beaches & Recreation	527,903.00	41,643.57	313,858.98	214,044.02	59.45%
70801381 Special Activities	0.00	-1,430.00	4,472.72	4,472.72	
70801384 Exercise	0.00	-2,101.80	-2,101.80	0.00	
70801386 Flag Football S/F	0.00	0.00	0.00	0.00	
70801388 Basketball S/F	0.00	-1,371.00	-1,174.40	-1,174.40	
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	-564.00	-564.00	-564.00	
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	-800.00	-1,721.76	-1,721.76	
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	0.00	-11,191.76	-11,191.76	
70801402 J.Y.O. S/F	0.00	0.00	0.00	0.00	
70801 Recreation Programs	0.00	-6,266.80	-8,159.08	-6,057.28	

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

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<i>DEBIT SERVICE</i>					
70900504 Payment Of Principal	520,000.00	0.00	100,000.00	420,000.00	19.23%
70900505 Payment Of Interest	276,060.00	0.00	138,530.00	137,530.00	50.18%
70900503 Lease DPW Equipment Resolution	71,362.00	0.00	23,057.50	48,304.50	32.31%
xxxxxxx Lease JetVac *included in above	0.00	0.00	0.00	0.00	#DIV/0!
138 Narragansett Ave	28,500.00	0.00	0.00	28,500.00	0.00%
Fire Station Improvements	47,750.00	0.00	0.00	47,750.00	0.00%
70900 Debit Service	943,672.00	0.00	261,587.50	682,084.50	27.72%
<i>MISCELLANEOUS</i>					
70920527 Incidentals & Emergencies	50,000.00	128.47	6,040.36	43,959.64	12.08%
70920530 Conservation Commission	2,200.00	-1,500.00	-565.45	2,765.45	-25.70%
70920550 Chamber of Commerce Development	4,000.00	0.00	1,500.00	2,500.00	37.50%
70920536 Eastern RI Co-Op Extension	0.00	0.00	0.00	0.00	#DIV/0!
Economic Development	5,000.00	0.00	0.00	5,000.00	0.00%
70920 Miscellaneous	61,200.00	-1,371.53	6,974.91	54,225.09	11.40%
Total	9,184,047.00	528,624.74	4,496,185.04	4,687,861.96	48.96%



Town of Exeter, Rhode Island

675 Ten Rod Road
Exeter, R.I. 02822

Phone: 401-294-3891
Fax: 401-295-1248

TOWN COUNCIL

Raymond A. Morrissey, Jr., *President*
Daniel W. Patterson, *Vice President*
Kevin P. McGovern
Arlene B. Hicks
Calvin A. Ellis

STATE OF RHODE ISLAND TOWN OF EXETER

RESOLUTION OF THE EXETER TOWN COUNCIL

No. 2016-01

IN OPPOSITION TO GOVERNOR GINA RAIMONDO'S PROPOSED TRUCK TOLL GANTRIES TO BE PLACED THROUGHOUT THE STATE OF RHODE ISLAND

WHEREAS: Governor Raimondo's proposal will add additional financial burdens to families and businesses by increasing the already high cost of goods and services in Rhode Island; and

WHEREAS: RI General Law 44-6.4.7 states all monies collected by the state of Rhode Island [...] shall be paid into the general fund and Governor Raimondo's proposal does not guarantee that the funds will not be used for other uses; and

WHEREAS: Governor Raimondo's proposal preventing trucks from leaving the highway is in violation of Federal laws in place that guarantee truckers the right to access roads; and

WHEREAS: Governor Raimondo's proposal ignores other alternative, and substantially more fiscally sound, pay-as-you-go proposals; and

WHEREAS: Governor Raimondo's proposal will likely be viewed nationwide as yet another Rhode Island anti-business/anti-consumer tax; and

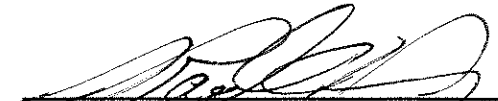
WHEREAS: Governor Raimondo's proposal will increase our State's already high bonded debt by at least another 1.3 billion dollars; and


WHEREAS: Seventy-five percent (75%) of truckers say that they will avoid Rhode Island thus undermining the goals of the proposal and this proposal is regarded as a "gateway" tax that will eventually lead to the tolling of ALL vehicles.

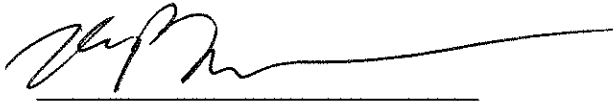
NOW, THEREFORE, BE IT RESOLVED: That the Exeter Town Council views Governor Raimondo's proposal as an unwarranted encroachment on intrastate commerce and transportation that places additional, significant, and unnecessary burdens on Rhode Island businesses and consumers. The Exeter Town Council strongly encourages all Cities and Towns of the State of Rhode Island to oppose Governor Raimondo's proposed truck toll gantries to be placed throughout the State of Rhode Island and any other similar plans.

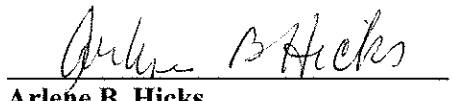
AND BE IT FURTHER RESOLVED: That a copy of this resolution be forwarded to Governor Gina M. Raimondo, Senate President M. Teresa Paiva Weed, Speaker of the House Nicholas A. Mattiello, State Senator Elaine J. Morgan, State Representative Justin Price, State Representative Doreen Costa, and all Cities and Towns seeking their support in opposing same.

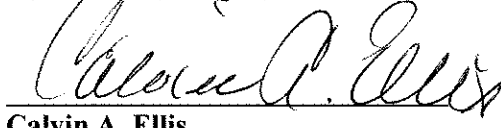
ADOPTED BY VOTE OF THE EXETER TOWN COUNCIL THE 1ST DAY OF FEBRUARY, 2016.


Raymond A. Morrissey, Jr.
Town Council President

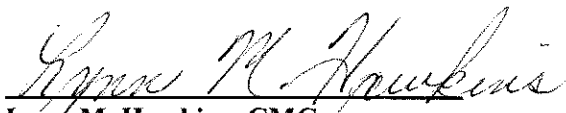

Daniel W. Patterson
Town Council Vice President


Kevin P. McGovern
Town Council Member


Arlene B. Hicks
Town Council Member


Calvin A. Ellis
Town Council Member

IN WITNESS WHEREOF, I HEREBY SET MY HAND AND THE OFFICIAL SEAL OF THE TOWN OF EXETER THIS 1ST DAY OF FEBRUARY, 2016.


Lynn M. Hawkins, CMC
Town Clerk

TOWN OF RICHMOND, RHODE ISLAND
RESOLUTION #2016-02 OF THE TOWN COUNCIL
IN OPPOSITION TO TOLLING GANTRIES

WHEREAS: The Governor's proposal will add additional financial burdens to families by increasing the already high cost of goods and services in Rhode Island; and

WHEREAS: The Governor's proposal will place additional burdens on all Rhode Island businesses resulting in more direct/indirect loss of jobs in Rhode Island; and

WHEREAS: The Governor's proposal will likely be viewed nationwide as yet another Rhode Island anti-business/anti-consumer tax; and

WHEREAS: The Governor's proposal ignores other alternative, and substantially more fiscally sound, pay-as-you-go proposals; and

WHEREAS: The Governor's proposal increases our state's already high bonded debt by \$300 million with a stated interest cost over 15 years of \$204 million; and

WHEREAS: The Governor's proposal is widely regarded as a "gateway" tax that will eventually lead to the tolling of ALL vehicles; and

WHEREAS: The Governor's proposal includes a tolling gantry on Interstate 95 at the border of the Richmond and Hopkinton, causing a negative economic impact on these municipalities; and

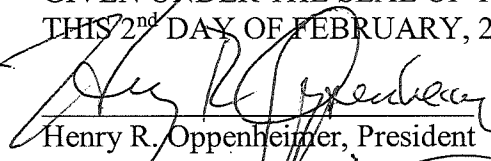
WHEREAS: To avoid the tolls, trucks will use alternate routes leading to increased local traffic and accelerated degradation of local roads and state roads causing both cities and towns and the state to have increased repair costs of them; and


WHEREAS: in avoiding the tolling gantry on Interstate 95 at the border of Hopkinton and Richmond, trucks will utilize State Roads 3 and 138 creating traffic logjams on them and creating significant safety response problems in both Richmond and Hopkinton with the Richmond police station and the Hope Valley Wyoming Fire Station on this "alternative" toll-avoiding truck route and with the State Police barracks barely one-half mile away.

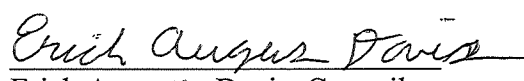
THEREFORE BE IT RESOLVED that the Richmond Town Council views the Governor's proposal as an unwarranted encroachment on intrastate commerce and transportation that places additional, significant and unnecessary burdens on Rhode Island businesses, consumers and municipalities. We strongly encourage all cities and towns of the State of Rhode Island to oppose this and any other similar plans.

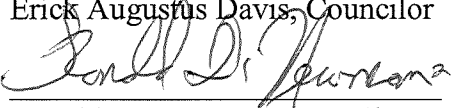
BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to our State Senator, State Representative, the Speaker of the House, the President of the Senate, the Governor, and to the other 38 Rhode Island municipalities requesting support of our opposition to the Governor's proposed truck toll gantry plan.

GIVEN UNDER THE SEAL OF THE TOWN COUNCIL OF THE TOWN OF RICHMOND
THIS 2nd DAY OF FEBRUARY, 2016


Henry R. Oppenheimer, President


Paul H. Michaud, Vice President


Erick Augustus Davis, Councilor


Ronald D. Newman, Councilor


B. Joe Reddish III, Councilor

ATTEST: 
Tracy A. Nelson, Town Clerk

TOWN OF MIDDLETOWN
RESOLUTION
OF THE COUNCIL

No. 2016-10

- Whereas: The Governor's Proposal will add additional financial burdens to families by increasing the already high cost of goods and services in Rhode Island, and
- Whereas: The Governor's Proposal will place additional burdens on all Rhode Island Businesses resulting in more direct/indirect loss of jobs in Rhode Island, and
- Whereas: The Governor's Proposal will likely be viewed nationwide as yet another Rhode Island anti-business/anti-consumer tax, and
- Whereas: The Governor's Proposal ignores other alternative, and substantially more fiscally sound, pay-as-you-go proposals, and
- Whereas: The Governor's Proposal increases our state's already high bonded debt by at least another \$1.3 billion, and
- Whereas: The Governor's Proposal is widely regarded as a "gateway" tax that will eventually lead to the tolling of ALL vehicles.


Now, Therefore Be It Resolved,

The Town Council of the Town of Middletown views the Governor's Proposal as an unwarranted encroachment on intrastate commerce & transportation that places additional, significant and unnecessary burdens on Rhode Island Businesses and Consumers. We strongly encourage all cities and towns of the State of Rhode Island to oppose it and any other similar plans, and

Therefore Be It Further Resolved,

That a copy of this resolution be forwarded to State Senator Louis P. DiPalma, State Representative Marvin L. Abney, State Representative Daniel P. Reilly, State Representative Deborah L. Ruggiero and all Cities and Towns seeking their support in opposing the Governor's Truck Toll Gantry Plan.

FEBRUARY 1, 2016
READ AND PASSED IN COUNCIL


Wendy J.W. Marshall, CMC
Town Clerk

The State of Rhode Island and Providence Plantations

Town of Glocester

Resolution #2016-01

In Opposition to the Governor Proposed Truck Toll Gantries

WHEREAS: The Governor's Proposal will add additional financial burdens to families by increasing the already high cost of goods and services in Rhode Island; and

WHEREAS: The Governor's Proposal will place additional burdens on all Rhode Island Businesses resulting in more direct/indirect loss of jobs in Rhode Island; and

WHEREAS: This "tolling" proposal will create an additional burden to Routes 44, 102, 6, & 101 which are all the main arteries in and through the Town of Glocester, thereby, creating additional traffic and safety issues on roadways which are already overburdened; and

WHEREAS: The Governor's Proposal will likely be viewed nationwide as yet another Rhode Island anti-business/anti-consumer tax; and

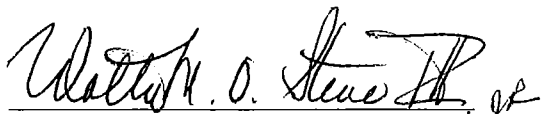
WHEREAS: The Governor's Proposal ignores other alternative, and substantially more fiscally sound, pay-as-you-go proposals; and


WHEREAS: The Governor's Proposal increases our state's already high bonded debt by at least another \$1.3 billion; and

WHEREAS: The Governor's Proposal is widely regarded as a "gateway" tax that will eventually lead to the tolling of ALL vehicles; and

NOW, THEREFORE BE IT RESOLVED that the Glocester Town Council views the Governor's Proposal as an unwarranted encroachment on intrastate commerce & transportation that places additional, significant and unnecessary burdens on Rhode Island & Glocester Businesses and Consumers, and we strongly encourage all cities and towns of the State of Rhode Island to oppose it and any other similar plans; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to our State Delegation, the RI League of Cities and Towns and to all Rhode Island municipalities requesting support in **OPPOSITION to the Governor's Proposed Truck Toll Gantry Plan.**


Walter M.O. Steere, III, Council President


Jean M. Fecteau, CMC,

Glocester Town Council

Town Clerk



Town of Hopkinton

HOPKINTON, RHODE ISLAND 02833

THE TOWN OF HOPKINTON'S RESOLUTION IN OPPOSITION TO TRUCK TOLL GANTRIES PROPOSED THROUGHOUT THE STATE OF RHODE ISLAND

WHEREAS: The Governor's Proposal will place additional financial burdens on families by increasing the already high cost of goods and services in Rhode Island; and

WHEREAS: The Governor's Proposal will place additional burdens on all Rhode Island businesses resulting in more direct/indirect loss of jobs in Rhode Island; and

WHEREAS: The Governor's Proposal will likely be viewed nationwide, as yet another Rhode Island anti-business/anti-consumer tax; and

WHEREAS: The Governor's Proposal ignores other alternative, and substantially more fiscally sound, pay-as-you-go proposals or an increase in the fuel tax; and

WHEREAS: The Governor's Proposal increases our state's already high bonded debt by at least another \$1.3 billion; and

WHEREAS: The Governor's Proposal is widely regarded as a "gateway" tax that will eventually lead to the tolling of ALL vehicles; and

WHEREAS: The Governor's Proposal includes a tolling gantry on Interstate 95 at the Hopkinton/Richmond town border, causing a negative economic impact on these municipalities; and

WHEREAS: To avoid the tolls, trucks will use local roads, such as Main Street/Route 3 which runs parallel to Interstate 95. Trucks leaving I-95 using exit one onto this route will pass through the Hopkinton Historic District with homes that are inches from the main travel lane since no shoulder exists. Trucks using Main Street outside the villages will find sections of the road with only a one or two inch shoulder with drainage ditches and rocks up to the edges of the road. Tolling trucks that have easy alternative routes will accelerate degradation of local roads and lead to traffic congestion.


WHEREAS: During heavy rains, Hopkinton experienced impassible flooding on Main Street in the village of Hope Valley and the base of Brightman Hill. This resulted in the closure of sections of this route. The bridge that failed and the dams that failed closed Main Street for weeks. Detours were necessary onto narrow back roads unsuitable for trailer trucks.

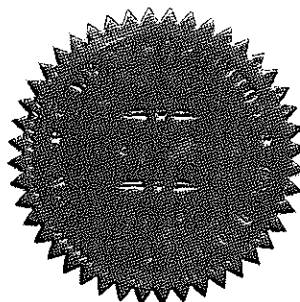
THEREFORE BE IT RESOLVED; that the Hopkinton Town Council views the Governor's Proposal as an unwarranted encroachment on intrastate commerce and transportation that places additional, significant and unnecessary burdens on Rhode Island businesses, consumers and municipalities. We strongly encourage all cities and towns of the State of Rhode Island to oppose this and any other similar plans.

BE IT FURTHER RESOLVED; that a copy of this resolution, be forwarded to the Town's State Legislative Delegation, General Assembly, Speaker of the House, Senate President, Governor, and the other Rhode Island municipalities requesting support of our OPPOSITION to the Governor's Proposed Truck Toll Gantry Plan.

Adopted: February 1, 2016

ATTEST:


Elizabeth Cook-Martin
Town Clerk



Attest: 
Cheryl A. Fernstrom, CMC, Town Clerk

Rule 4
Developing the Agenda

4.1 In anticipation of the first meeting of the month, *understood to be the Town Council's regular meeting during which most of its business is conducted*, the Clerk of the Town Council shall prepare and/or cause to be prepared a docket or agenda on which there will be a definite statement or summary of all ordinances, resolutions, orders, reports, communications and other business to be considered at each meeting of the Town Council.

As described above, on the third Monday of a month, the Town Council shall meet to propose items for the agenda of the next regular meeting, held on the first Monday of the following month.

Ten days prior to the regular meeting, typically a Friday, the Clerk shall deliver to each councilor and the Town Administrator and Town Solicitor by electronic mail a short preliminary list of the items (not in agenda format) determined by previous meetings as Unfinished Business and those determined in the session held two weeks previous as New Business. The Clerk may also include items for the agenda brought by boards and commissions or staff, but it is recommended that these items, not discussed by the Council previously, should be included on the agenda for discussion only. The Town Council shall have the weekend to review all of these items, note any discussion or potential action they may wish to propose for items of New and Unfinished Business and include or suggest any support material they believe pertinent. They shall present their modifications by 5 pm of the day that is 7 days before the next Council meeting.

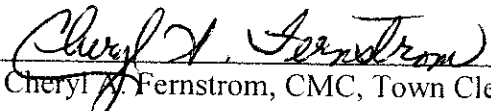
Upon the receipt of all comments, the Clerk will then provide a copy of said material to the Town Administrator, the Town Solicitor and the Town Council President and/or a Town Council member designated for the task, by the end of the following day, typically Tuesday. She will also include the list of items to be included in the Town Administrators report. The Administrator, Solicitor and the Town Council President and/or designated member will have an opportunity to provide further comment. No items, except those determined by the consent of the Town Council President to be an emergency, will be added to agenda after noon on the Wednesday. A draft of the final, full agenda will be available to Town Councilors, Administrator and Solicitor by the end of the next day, typically Thursday. The Solicitor and Administrator should review the final agenda with the clerk before it is posted at the end of the day on Friday in accordance with the requirements of the Open Meetings Law, as amended.

The intent of this procedure is to make explicit the business before the council and to provide both the Council and the public the information necessary to carefully research and thoughtfully review said business. The Town Council may forego this procedure by

vote of its members. The Town Council may vote to have a member or up to two members of the Council develop the agenda in conjunction with the clerk, administrator and solicitor. In any instance a draft of the full agenda should be available for Council review no less than 72 hours prior to the meeting.

- 4.2 *Memos for council review or requests for action from any board or committee of the town or from any Department Head shall be listed under New or Unfinished business, to be distinguished from simple correspondence or minutes. These items are subject to the deadlines described above.*
- 4.3 *Letters from constituents (residents of Jamestown) shall be the first items of correspondence included under the agenda heading of Correspondence, followed by requests for action from other communities in Rhode Island or state agencies or officials.*
- 4.4 No ordinance, resolution, order, report, communication, and other business shall be considered as having been introduced unless notice of said shall have been filed with the Clerk as herein provided, and said ordinance, resolution, order, report, communication or other business appears on the prepared docket. It is required that the Clerk shall cause a copy of the docket to be delivered to the Police Station no later than 6 p.m. on the business day previous (typically Friday) to each regular meeting of the Town Council.

Adopted by the Jamestown Town Council at a meeting held January 27, 2014

Attest: 
Cheryl J. Fernstrom, CMC, Town Clerk