

TOWN COUNCIL MEETING
January 6, 2014
As Amended

I. ROLL CALL

Town Council members present:

Mary E. Meagher, Vice President
Thomas P. Tighe
Eugene B. Mihaly
Blake A. Dickinson

Town Council members absent:

Kristine S. Trocki, President

Also in attendance:

Kevin E. Paicos, Town Administrator
Peter D. Ruggiero, Town Solicitor
Christina Collins, Finance Director
Michael Gray, Public Works Director
Justin Jobin, Environmental Scientist/GIS Coordinator
Cathy Kaiser, School Committee Chair
Edward A. Mello, Police Chief
William Piva, Recreation Director
Cheryl A. Fernstrom, Town Clerk

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Vice President Meagher called the regular meeting to order at 7:04 p.m.in the Rosamond A. Tefft Council Chambers of the Jamestown Town Hall at 93 Narragansett Avenue and led the Pledge of Allegiance.

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

Acknowledgement. Council Vice President Meagher acknowledged Town staff – Police, Fire, EMS, and especially Public Works, for their dedication to duty during the recent storm and thanked them for taking good care of our Town and doing a great job. The three Public Works Department leaders in attendance were recognized. John Recca and the Narragansett Café were thanked for opening on Friday morning for breakfast – an outstanding effort on their part that was greatly appreciated.

For the beginning of a new year, A Moment of Silence was observed to remember those who are no longer with us who worked to make this community the place that it is.

IV. PUBLIC HEARINGS, LICENSES AND PERMITS

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

- A) Licenses and Permits – Event/Entertainment License Application
 - 1) Applicant: Conanicut Island Art Association
 - Event: Town Hall Gallery Openings for 2014
 - Dates: January 16, April 17, & October 16
 - Location: Town Council Chambers

Vice President Meagher stated part of the Entertainment License application for the Opening Receptions is a request to serve wine. Vice President Meagher noted Council support for the openings, but without the service of wine, until Town statutes can be reviewed and perhaps an ordinance drafted to address this issue, as current ordinances are confusing and conflicting. Solicitor Ruggiero concurred and noted the Council has the authority to waive the regulation prohibiting alcohol service at Town buildings, and a cautionary approach would be to require a Class F liquor license. TIPS certification for servers, insurance, additional insured, liability issues, and clarifying Town policy were discussed.

CIAA President Gail Bolger stated previously the Opening Receptions served wine until it became cost prohibitive. They have found a less expensive way to do it and will use fully-licensed bartenders. CIAA is trying to make the Opening Receptions more attractive for the Town, as attendance has dropped since wine service was eliminated. It is a nice thing to have, and most art openings elsewhere have it.

Councilor Mihaly questioned using a restaurant to provide the service and use their insurance and licenses. Ms. Bolger explained the cost for such an arrangement is prohibitive. Discussion continued. The license was signed today by Police Chief Mello recommending no alcohol be served. Town Administrator Paicos stated they were aware of the application, but due to the alcohol, did not sign, with the caveat they would approve it without alcohol service.

A motion was made by Eugene Mihaly with second by Blake Dickinson to approve the Entertainment License application for CIAA without the alcohol service. President Trocki, Absent; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.

CIAA President Bolger was advised to come back to the Town when there is further clarification on the alcohol service.

V. OPEN FORUM

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

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

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

- A) Town Administrator's Report
 - 1) Collins Center Recreation Study Implementation

Vice President Meagher noted the Study Report received six weeks ago, performed for accountability in the Recreation Department, review department responsibilities, and to gain a sense of Fort Getty and its management. Many towns are reviewing their recreation programs, due to changes in demographics (median age in Jamestown is 51). The 2005 Fort Getty Master Plan was referenced. The written recommendations are more in depth than the breakdown, which is the beginning of the process. More meetings on this subject will be necessary.

Implementation Plan. Town Administrator Paicos stated he wanted to prepare an action plan for the Council. This is a good study with valuable information that can enhance how municipal services are delivered. This is an enormous study, and each recommendation references pages of text for particular items/goals. The executive summary is the starting point, and the Implementation Plan can be revised to reflect those additional recommendations outlined in the pages of text from the report. A PowerPoint presentation was given, with the recommendations grouped into four categories as follows:

Recommended Initiatives – already implemented

- Online registration – (cash payments) available soon
- Random audits (of receipts) – implemented over a year ago
- Town Program Determination – implemented a systematic approach – a more robust protocol recommended
- Standard instructor compensation – implemented.
- Recreation Director leave scheduling – implemented; Director will not take leave at peak times
- Playground Safety Inspector certification - Director to attend class in April; other staff members will become certified as training opportunities are identified

Recommended Initiatives – Requiring Additional Work to Implement

- Recreation Department Website enhancement – part of the Town website project
- Strategic planning – will use new website and cultural/recreational programs
- Cultural Arts Facility – re-establish multi-purpose room at golf course and alternate locations

- Cultural Arts/Recreation Program Inventory - to be complete by the end of January (golf course program audit underway referenced); will be used to consider program housing at golf course and Recreation Center; will consider new cultural arts facility if needed.

Recommended Initiatives – Requiring Additional Funding

- Develop job descriptions – to be part of larger Town project (approximate cost of \$15,000)
- Bicycle Master Plan – east/west trail and North Street bike lane approved, both awaiting funding
- Transfer Parks and Grounds Maintenance to Public Works Department – DPW Director’s recommendations:
 1. Construct maintenance building at Fort Getty
 2. Replace worn equipment
 3. Adopt Fort Getty Master Plan
 4. Adopt Fort Getty Capital Maintenance Plan
 5. Hire Building/Grounds Superintendent and Deputy DPW Director
 6. Eliminate GPS Coordinator position and replace with Deputy DPW Director
- Consolidate Senior Center into Recreation Department
 1. Conduct meeting with Senior Center Board of Directors to determine interest and report back

Recommended Initiatives – Not Recommended

- Performance measurement - extremely complex, expensive and conducted on town-wide basis
- Electronic Teen Center attendance monitoring – done manually; no cost justification for automating
- Year Round swimming pool – substantial funding required with substantial maintenance costs
- Transfer responsibility for enforcement of regulations at Fort Getty to another department
- Establish Fort Getty Improvement Fund - 10% gross annual receipt transfer – Fort Getty Master Plan should be established and adopted by Council to determine annual funding need (Fund already exists at pleasure of the Council; not regular investment).

Conclusion

- Council approval/amendment of plan needed
- Regular progress reports
- Collins Center Report an excellent foundation for improvements
- Thank you to – Collins Center, Mike Gray, Bill Piva, Tina Collins

Vice President Meagher noted the report touches on many aspects needed. She thanked Mike Gray for his memo outlining the implications of the Collins Center recommendations. The Strategic Plan for the Recreation Department should be part of an Implementation Program, and all communities are reviewing their recreation. What do we want our Recreation Department to do? Where does our Department stand? What is our goal and who do we want to serve? Councilor Mihaly noted we can't go there until we know where we are going – which is a strategic plan. Councilor Dickinson stated to solve a problem we have to define it first. The Town does not have the tools to do what they are asked; in order to provide for the community, information and data are required. An interactive website is part of it, taking on the Senior Center requires tools we do not have, and more discussion is needed.

Mr. Paicos will have key staff in attendance at the next discussion. Councilor Tighe agrees with more in-depth Council and Town staff discussion of priorities and issues. The next session should include the Administrator, key staff, and Council. A Strategic Plan is an enormous effort and begins with the program analysis. What do we want to do? The first step is Council review of how large an effort is envisioned. The date set is January 14th at 4:00 p.m. for the Recreation Study workshop.

B) Water and Sewer Report: Public Works Director Michael Gray. Mr. Gray reported everything is running smoothly and the Reservoir is filling up. His written report is distributed to Council members.

VII. UNFINISHED BUSINESS

A) Traffic Committee Charge. Discussion ensued whether the existing charge is appropriate; the present language works and will be used. Citizen traffic and parking concerns should be submitted in writing to the Traffic Committee via the Town Administrator. Per Solicitor Ruggiero, this is an advisory committee that makes recommendations to the Council and does not make decisions. Discussion ensued of outreach to citizens affected. Occasional notification can be absorbed (estimated at \$300). The intention of the Committee is to give a platform for citizen input of their concerns. Discussion continued. Sav Rebecchi of Sail Street referenced his letter re: Shores Association representation on the Traffic Committee and suggested there are people who do not belong to the Association who would like to serve. Vice President Meagher stated the representation is not necessarily from the Shores Association but from the Shores area. Two Council members, Harbor Commission representation, Chamber representation and two citizens at large will complete the makeup of the Traffic Committee.

VIII. NEW BUSINESS

A) Set date for Goals and Objectives work session. The date set is Monday, January 27th at 3:00 p.m.

- B) Agenda items for January 21, 2014:
- Town Administrator Paicos will not be in attendance at the meeting
 - Fire Department Strategic Plan (workshop format), including long term goals, storage plans, consolidation of services, a structured presentation of what is proposed and why at 7:30 p.m., as part of a regular meeting, to continue and cover pressing issues, including appointments.

IX. ORDINANCES AND APPOINTMENTS

- A) Appointments
- 1) Jamestown Housing Authority – One (1) unexpired five-year term ending December 31, 2017
 - a) Letter of resignation – Carole Phillips
 - b) Letter of interest – Cheryl Main

A letter of thanks for her services will be sent to Carole Phillips. Cheryl Main is a resident of Pemberton Apartments and is seeking an at-large appointment, not the resident member appointment.

A motion was made by Eugene Mihaly with second by Thomas Tighe to appoint Cheryl Main to the Jamestown Housing Authority as a Commissioner. President Trocki, Absent; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; and Councilor Dickinson, Aye.

- 2) Newport County Convention and Visitors Bureau – One (1) unexpired three-year term to September 7, 2014; interviews conducted
 - a) Letters of interest
 - i) Robin Watters
 - ii) Frank (Rusty) Sallee
 - b) Letter of Recommendation
 - i) Jamestown Chamber of Commerce for Rusty Sallee

A motion was made by Eugene Mihaly with second by Blake Dickinson to appoint Robin Watters to the Newport County Convention and Visitors Bureau for the unexpired term.

Discussion. Both are impressive, excellent candidates with healthy resumes.

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

Consent Agenda Item C) 2) is removed for review.

A motion was made by Thomas Tighe with second by Mary Meagher to forward the Notice of Assent to the Harbor Commission for their review and comments back to the Council. President Trocki, Absent; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.

A motion was made by Thomas Tighe with second by Eugene Mihaly to accept the Consent Agenda. President Trocki, Absent; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.

The Consent Agenda approved consists of the following:

- A) Adoption of Council Minutes
 - 1) December 2, 2013 (workshop)
 - 2) December 2, 2013 (regular meeting)
 - 3) December 2, 2013 (executive session)
 - 4) December 16, 2013 (work session)
 - 5) December 16, 2013 (regular meeting)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Affordable Housing Committee (09/04/2013)
 - 2) Jamestown Affordable Housing Committee (09/11/2013)
 - 3) Jamestown Affordable Housing Committee (09/25/2013)
 - 4) Jamestown Affordable Housing Committee (10/16/2013)
 - 5) Jamestown Philomenian Library Board of Trustees (11/12/2013)
 - 6) Jamestown Planning Commission (09/04/2013)
 - 7) Jamestown Planning Commission (09/18/2013)
 - 8) Jamestown Planning Commission (10/02/2013)
 - 9) Jamestown Planning Commission (10/16/2013)
 - 10) Jamestown Planning Commission (11/06/2013)
 - 11) Jamestown Planning Commission (11/20/2013)
 - 12) Jamestown Planning Commission (12/04/2013)
- C) CRMC Notices
 - 1) Proposed amendments to the CRMC Program Section 110 applications for Category A and Category B Assents; written comments to be submitted by January 3, 2014 for public hearing on January 14, 2014
 - 2) Public Notice of Assent to construct and maintain a 1200 lb. tender lift on the terminus of an existing dock by Timothy and Lynn Palmer of Weston, MA for the property located on East Shore Road described as Plat 4 Lot 127
- D) Resolutions and Proclamations from other Rhode Island cities and towns
 - 1) Charlestown Town Council Resolution re: Newport Pell Bridge Safety
- E) Abatements/Addenda of Taxes

XI. COMMUNICATIONS AND PETITIONS

A) Communications

A motion was made by Eugene Mihaly with second by Blake Dickinson to accept the Communications. President Trocki, Absent; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.

The Communications approved consists of the following:

- 1) Letter of South Kingstown Town Clerk Dale Holberton re: Resolution on Newport Pell Bridge Safety
- 2) Email of Sav Rebecchi re: review of Zoning Ordinance Sec. 82-1105 Pre-existing conditions Paragraph C
- 3) Email of Abby Campbell-King re: video coverage of Town Hall meetings
- 4) Letter of For Our Daughters RI Chairman Maureen Martin re: radio talk show host John DePetro's public statements against women
- 5) Letter of Junior Achievement President Lee Lewis re: JA's mission and programs and announcing grant award from the van Beuren Charitable Foundation
- 6) Letter of Charlotte Zarlengo re: Lyme Disease in Jamestown with copy of *Boston Globe* article
- 7) Email of Sav Rebecchi re: membership of the reorganized Traffic Committee
- 8) Public Notice of Statewide Planning Program re: Rhode Island State Rail Plan public hearings on Thursday, January 23, 2014
- 9) Letter of Town Administrator Paicos to John Enright and Connie Payne thanking them for their recognition of the work performed by Public Works Director Mike Gray and his staff

XII. EXECUTIVE SESSION

None.

XIII. ADJOURNMENT

A motion was made by Thomas Tighe with second by Blake Dickinson to adjourn the meeting. President Trocki, Absent; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; and Councilor Dickinson, Aye.

The regular meeting was adjourned at 8:50 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council (5)
Town Administrator
Finance Director
Town Solicitor