

TOWN COUNCIL WORK SESSION
January 27, 2014

I. CALL TO ORDER

A work session of the Jamestown Town Council for goals and objectives review was called to order in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue at 3:05 p.m. by Council President Trocki.

II. ROLL CALL

The following members were present:

Kristine S. Trocki, President
Mary E. Meagher, Vice President
Thomas P. Tighe
Eugene B. Mihaly
Blake E. Dickinson

Also present:

Kevin E. Paicos, Town Administrator
Christina D. Collins, Finance Director
Peter D. Ruggiero, Town Solicitor
David R. Petrarca, Jr., Assistant Town Solicitor
Fred Brown, Building/Zoning Officer
Lisa Bryer, Town Planner
James Bryer, Fire Chief
Donna Fogarty, Library Director
Michael Glier, IT Director
Kenneth Gray, Tax Assessor
Michael Gray, Public Works Director
Edward Mello, Police Chief
William Piva, Parks and Recreation Director
Cheryl Fernstrom, Town Clerk

III. GOALS AND OBJECTIVES REVIEW

President Trocki noted the Goals and Objectives spreadsheet prepared by Town Administrator Paicos (34 items) and the spreadsheet prepared by Vice President Meagher (14 items), copies of which were distributed to Council and department heads in attendance. Items are not listed in order of priority, and completed items or those that do not belong in the overall goals for accomplishment will be removed (examples given). Further additions and deletions will be made to the goals. Discussion ensued.

Town Administrator Paicos noted all items referenced by Council were included and he requested clarification of non-goal items. Discussion ensued of goals, priorities, good

practices, and accomplishments. A review of goal items ensued, and a level of importance for each item will be established.

1. Town Administrator maintain residency – off the goals spreadsheet; for discussion in executive session (February 3).
2. Establish goals and set priority/deadlines - underway and should be removed from the spreadsheet.
3. Provide responsive, committed service to the public – being done and should be removed from the spreadsheet.
4. Provide easily accessible information to the public via technology and web access – this will be accomplished through the improved website. IT Director Glier would like the Council to provide alternate language for “easily accessible” that is more appropriate. Councilor Dickinson suggested “improving accessibility”.
5. Establish accountability system (employee performance evaluation) - should remain on the spreadsheet and be part of a longer discussion.
6. Conduct business in a respectful, constructive manner – being done and should be removed from the spreadsheet.
7. Establish coordinated community policing model – this is a new item and should remain on the spreadsheet.
8. Establish an affordable housing revolving fund – should remain on the spreadsheet.
9. Action plan to implement technology and information recommendations of Collins Center Study; including all age groups – this should be part of a larger discussion and remain on the spreadsheet; should be highest priority. Mr. Paicos noted goals and sub-goals will be delineated on an updated spreadsheet for Council review.
10. Complete golf course preliminary design consideration and approve for construction – related to Recreation Department and should be listed there.
11. Establish Ft. Getty fund; build maintenance garage; conclude donations; add tent camping – related to Recreation Department and should be listed there.
12. Conduct feasibility, siting study for performing arts center – stand alone item; private group energy should be part of this action; should remain on the spreadsheet.
13. Review Fire service building options – this should remain on the spreadsheet.
14. Establish new economic development approach to support local businesses – associated with other initiatives; should be removed from the spreadsheet.
15. Develop ALS service – part of the original study conducted; would be part of the budget; should be removed from the spreadsheet.
16. Develop surveillance/camera policy – further clarification needed; policy should be written and implemented; would inform citizens cameras exist, why, and what happens to the information; elected officials to have oversight; legal issues referenced; public needs to know they are protected; should remain on the spreadsheet.
17. Establish Public Safety Oversight Board – further clarification needed; there should be standards; is usually a separate sub-committee and sometimes it is the

- Council; function should be placed with highest elected authorities; town is small and may not need this; should be incorporated into 16; should be removed from the spreadsheet.
18. Update comprehensive storm emergency plan – updated by Chief Mello; should be removed from the spreadsheet.
 19. Create bike route connecting village to North end and improve bike safety – in the works; should remain on the spreadsheet.
 20. Provide staffing to Traffic Committee – this is in process and should be removed from the spreadsheet.
 21. Establish non-union employee wage plan and review benefit plan – should remain on the spreadsheet.
 22. Involve Town Solicitor in all employee disciplinary actions as well as collective bargaining – Council in agreement; should be removed from the spreadsheet.
 23. Close and cap the landfill – almost done; should remain on the spreadsheet.
 24. Capital improvements list – should remain on the spreadsheet.
 25. Clarify Harbor/Town assets – Harbor is an advisory board; this needs to be clarified to avoid further confusion/disagreement; further discussion may be helpful; should remain on the spreadsheet.
 26. Environmental protection priorities – being addressed; should remain on the spreadsheet.
 27. Promote green technologies – being addressed; should remain on the spreadsheet.
 28. Lyme disease protection program/reduction in rate of tick-borne diseases – ongoing; should remain on the spreadsheet.
 29. Historic architecture preservation – ongoing; should remain on the spreadsheet.
 30. Review town fees – reviewed previously; should be removed from the spreadsheet.
 31. Local purchasing preference ordinance – State approval failed; should be removed from the spreadsheet.
 32. Complete new two-year IBPO contract – ongoing; should be removed from the spreadsheet.
 33. Consider town-owned building alcohol ban (review conflicting ordinances) and BYOB – should remain on the spreadsheet.
 34. Rights-of-Way clarification/access improvements – should remain on the spreadsheet.

Discussion continued. #2, #5, and #21 are part of the same topic and the Town Administrator will follow through on these items. #16 was put back in and #32 was removed, but must be completed. It was determined the master list should include: #1 (executive session), #2, #4, #5, #7, #8, #9, #10, #11, #12, #13, #16, #18, #19, #21, #23, #25, #26, #27, #28, #29, #33 and #34. Town Administrator Paicos will add steps that need to be done over the next five months to complete or make progress on the goals, with a target date for completion; he plans to have the document back to the Council next week.

IV. DISCUSSION/COMMENT

Department Head comments. Building Official Fred Brown referenced the proposed maintenance building. Ft. Getty is a pristine site and perhaps more could be accomplished by placing the maintenance building elsewhere. With Ft. Getty as the site, wetlands, floodplains, and location should be part of the discussion.

Town Planner Lisa Bryer noted over the next six months the Council should be adopting the updated comprehensive plan, and perhaps it should be added to the goals. It will be added to the goals, per Council. The Hazard Mitigation Plan is being updated, should be ready for the end of the summer, and will require Town Council approval. A Council representative as a liaison to the Hazard Mitigation Committee is desired and a memo is forthcoming. It will be added to the goals and scheduled on a future Council agenda.

Town Administrator Paicos noted additional meeting dates can be added to the spreadsheet. Councilor Dickinson stated there are two sets of goals governing what the Council will do over the next nine months, partnering with the Town Administrator. Mr. Paicos commented he could begin a goals spreadsheet for the new fiscal year (July 1st). Discussion continued.

Council members thanked department heads for coming and their input.

V. ADJOURNMENT

There being no further business to discuss, the work session was adjourned at 4:19 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

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