# TOWN COUNCIL MEETING

**January 3, 2017**

***As Amended***

# ROLL CALL

Town Council Members present:

Kristine S. Trocki, President

Michael G. White, Vice President

Blake A. Dickinson

Mary E. Meagher

Eugene B. Mihaly

Also in attendance:

Andrew E. Nota, Town Administrator

Christina D. Collins, Finance Director

Edward A. Mello, Police Chief

Andrew J. Wade, Parks and Recreation Director

Mary Lou Sanborn, Library Board of Trustees Chair

Wyatt A. Brochu, Town Solicitor

Cheryl A. Fernstrom, Town Clerk

# CALL TO ORDER, PLEDGE OF ALLEGIANCE

Council President Trocki called the regular meeting of the Jamestown Town Council to order at 7:05 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and Councilor Dickinson led the Pledge of Allegiance.

# ACKNOWLEDGEMENTS, ANNOUNCEMENTS, RESOLUTIONS

# AND PROCLAMATIONS

None.

# PUBLIC HEARINGS, LICENSES AND PERMITS

## Licenses and Permits

### One Day Event/Entertainment License Applications; review and discussion and/or potential actions and/or vote; subject to future adoption of policy/procedures for expense reimbursement by non-profit entities granted Pavilion rental fee waivers

#### Applicant: ColinsLaw.Org

Event: Annual Fund Raiser

Date: June 25, 2017

Location: Fort Getty Pavilion

**Additional Request for: Waiver of Pavilion Rental Fee**

Parks and Recreation Director Wade referenced last year’s fundraiser event that had to be cancelled. Robin Foote of CollinsLaw.org requests reimbursement of the $250 deposit for last year’s event, and he has no objection to reimbursing the deposit.

**A motion was made by Councilor Meagher with second by Vice President White to waive the Pavilion rental fee for this year and reimburse them the deposit for last year. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

# V. OPEN FORUM

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

## Scheduled to address. None.

## Non-scheduled to address

## Gayen Thompson of Grinnell Street commented on greater accessibility to Town buildings, including the Grange building used as the Senior Center, Town Hall offices, and the need for alertness to handicapped accessibility. She also stated the Town should support senior activities and needs, including transportation to senior activities, as this is a portion of our population not supported relative to other segments of the population ($5 per year per senior).

President Trocki encouraged her to speak with Recreation Director Andy Wade, who is working with Senior Director Ellen Vietri, to improve both activities and transportation, and accessibility issues can be discussed with Town Administrator Nota. President Trocki thanked Gayen and stated her comments are appreciated. Andy Wade noted open enrollment for winter activities is ongoing, with 18 activities for seniors.

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

1. Administrator’s Report: Town Administrator Andrew E. Nota

### RI League of Cities and Towns Annual Conference on Thursday, January 26th

The Annual Convention is January 26th at the Crown Plaza in Warwick. Admission is free to all municipal officials and staff. An application will be coming in the mail, and additional information can be obtained from the Administrator’s Office. The League of Cities and Towns new Executive Director is Brian Daniels, who will start January 9th. He replaces Dan Beardsley, who retired after over 40 years of service.

### RI League of Cities and Towns Report on Motor Vehicle Tax Phase-out

The Motor Vehicle Excise Tax Report from the League was reviewed. The report gives a basic history of the tax and shows where Jamestown stands in comparison to other municipalities. Jamestown is second lowest in the state at $14.42 per thousand with a $6,000 exemption. If phased out all at once, the car tax loss to Jamestown would be over $515,000 and result in a 23 cent increase in the rate. This will be a hot topic is the General Assembly this session.

### Office of Regulatory Reform – proposed statewide building fee schedule

This may be a priority item for the League of Cities and Towns this legislative session. The revisions have not been set, but the most recent one is difficult to understand, and we have little information. The proposal changes all fees and sets a base fee per permit plus an escalator per $1,000 of valuation, based on cost and square footage. Before bringing this forward he would like a concrete document to discuss. This was reviewed with Building Official Costa, and he will work within the professional network to generate more information.

### RI Turnpike and Bridge Authority - Scheduling of public informational session on Solar Array Project on Tuesday, January 10th at 6:15 pm at RITBA Main Office

Executive Director Buddy Croft confirmed RITBA will host a public session at the main office at One East Shore Road on Tuesday, January 10th at 6:15 p.m. RITBA plans to accommodate 100+ participants, and the Fire Department will assess the area for public safety and attendance. Invitations were sent to interested agencies, including the Conservation Commission and CILT. The session will engage the Council, officials, and members of the public. President Trocki encouraged citizens to attend and the *Jamestown Press* asked to publicize the event.

## **VII. UNFINISHED BUSINESS**

1. Upcoming meetings, work sessions, budget work sessions, workshops, and other sessions, review and discussions and/or potential actions and/or vote.

### East Ferry Rehabilitation – Discuss plans to rehabilitate sidewalks and curbing, improved accessibility, asphalt replacement, and landscape design improvements

President Trocki stated improvements have been discussed previously. The Town Administrator seeks direction on potential dates for the session. The Council prefers this be part of a regular meeting agenda, with follow-up as needed. This is probably a fall project. Councilor Dickinson commented that improved sidewalks are a desirable addition for this summer. The scope of the project includes new curbing, sidewalks, paving, pedestrian access, and improved landscaping. This will be on the February agenda.

### Fort Getty Facility Rehabilitation – Discuss securing consultant facility design services and various other potential park improvements

Councilor Meagher stated a late winter discussion to bring people up to date on the improvements by Town staff on the second meeting in March or April would be appropriate. The former Advisory Committee was noted, and it may be helpful to consider having an advisory group for an exchange of ideas. Areas that warrant concern are docks, Recreation Department garage, bathrooms, and other areas to bring us up to date.

### Mackerel Cove Pavilion Replacement (Storage and Restrooms)

Mr. Nota reported the project was originally budgeted for $25,000 for an in-house rebuild. Proposed is a portable building in three small units – two modular restrooms attached to a center structure built on a trailer structure for easy mobility in case of a weather emergency. The proposed structure is sized for easy removal by Town equipment. This could be done in part this summer and part next winter, for completion for the 2018 season. This will be on the January 17th agenda.

Gayen Thompson of Grinnell Street referenced two power poles at Mackerel Cove that are leaning. National Grid or Verizon should be notified.

### Golf Course Rehabilitation Project – Review and discussion

### This will be on the January 17th agenda as a presentation highlighting the next phase of the project, with a recap of past presentations.

### Town Council Goals and Objectives – Discuss proposed format and preferred meeting schedule

Mr. Nota asked if the Council wanted to do this at a separate session or Council Meeting. President Trocki is happy to have it on a Council Meeting agenda after the budget process in May.

**VIII. NEW BUSINESS**

# Town Council Rules and Procedures; review and discussion and/or potential action and/or vote

President Trocki noted the Council adopted the rules to live by and work with. Councilor Meagher suggested placing the item on the second February agenda. Councilors would like to expedite the agenda process and posting of the agenda two business days prior to the meeting rather than the 48 hours required by the statute, as our schedule overlaps the weekend. The goal is to get the agenda completed and posted on Thursday prior to the Monday meeting. The Town Administrator’s Report should be in the meeting packet for Council and public review. The Rules and Procedures should reflect the second monthly meeting is the third Monday of the month at 7:00 p.m. Councilor Dickinson would like agenda development review, as some items are not the Council’s and there should be Council review so that all items go through the same process. President Trocki noted it makes sense in theory but may not be practical, as bids and other items are placed on the agenda automatically. The Solicitor’s Office will work with Councilor Dickinson to further develop his thoughts for agenda development.

# B) Town Boards, Commissions, Committee Structure and Appointments; review and discussion and/or potential action and/or vote

President Trocki noted this is reviewed annually. The Council would like to have an entire board/commission/committee come before the Council on a semi-annual or quarterly basis.

## Continued use of Town Council Liaisons to Boards/Commissions/ Committees; review and discussion and/or potential action and/or vote

President Trocki noted this is a practice we may wish to continue. She is in favor of the first meeting of the month as the main business meeting and having boards/ commissions/committees come before Council at the second meeting of the month. Councilor Meagher stated the liaisons are a benefit, but she would like the second meeting to focus on the boards/commissions/committees, as it is reassuring the Council cares and is interested. Councilor Mihaly commented it would be helpful to have Council members attend board/commission/committee meetings regularly to stay apprised of major projects and a clear sense of what is going on.

Councilor Meagher requests the March budget work sessions be set so that sessions with boards can be scheduled beginning in April. Councilor Meagher noted the strong attendance and success of the Traffic Committee, and would like Tom Tighe to stay on. Councilor Mihaly agrees the Traffic Committee should continue and would like Councilor Meagher to serve as liaison to the Library Building Committee. President Trocki would like a standing agenda item so that liaisons can report to Council what is happening with town boards/commissions/committees. Vice President White agrees to continue as liaison with the schools and noted the several annual joint meetings with committees to discuss mutual concerns. The Solicitor was asked to provide a list of committees where such sessions would be inappropriate.

Barbara Szepatowski of Riptide Street, Affordable Housing Committee Chair, would like to be the first group to meet with Council to discuss issues. The Committee would like a Council liaison, and their meeting is the third Wednesday in January. Councilor Mihaly will attend the meeting. It was suggested the Committee speak with our Solicitor for guidelines. Affordable Housing will be scheduled for the second meeting in April.

Councilor Mihaly volunteers to serve as liaison to the Fire Department.

**A motion was made by Councilor Dickinson with second by Vice President White to have Councilor Mihaly serve as the Fire Department Liaison. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

Councilor Dickinson agrees to continue as Conservation Commission Liaison. Councilor Mihaly would like Councilor Dickinson to serve as Chair of the Tick Task Force, and Councilor Dickinson will go to the meeting.

Jerry Scott of Walcott Avenue, Affordable Housing Committee member, referenced proposed legislation that would penalize communities that do not meet their housing quota.

## Discussion of possible Budget Referendum/FTM Revision per recommendation of 2015 Charter Review Commission

Councilor Meagher stated this was a recommendation from the Charter Review Committee. A discussion will be scheduled in May when more residents are able to attend.

# ORDINANCES AND APPOINTMENTS AND VACANCIES

None.

**X. CONSENT AGENDA**

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

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

The Consent Agenda approved Consists of the following:

## Adoption of Council Minutes

1. December 19, 2016 (regular meeting)
2. December 19, 2016 (special meeting)
3. December 19, 2016 (executive session)

## Abatements/Addenda of Taxes

Total Abatements: $15,537.13 Total Addenda: $16,099.70

### Real Property/Tangible – Abatements to 2016 Tax Roll

**Account/Abatement Amount**

#### 01-0305-00 $ 831.40

#### 02-0110-00 $ 106.39

#### 02-0112-00 $ 279.71

#### 02-0610-00 $ 239.38

#### 03-0420-00 $3,887.86

#### 03-1414-20 $3,093.36

#### 04-0231-02 $2,550.51

#### 06-0500-07 $ 94.38

#### 10-0380-00 $ 60.06

#### 11-0043-06 $ 205.06

#### 12-0447-26 $2,329.74

#### 13-0678-00 $ 561.13

#### 13-1726-00 $ 201.63

#### n) 13-1945-00 $ 140.71

#### o) 18-0176-00 $ 178.46

#### p) 18-0222-00 $ 519.09

#### q) 20-0606-22 $ 258.26

### Real Property/Tangible - Addenda to 2016 Tax Roll

**Account/Addenda Amount**

#### 01-0262-00 $ 561.13

#### 03-0197-43 $3,887.86

#### 04-0946-00 $ 314.11

#### 07-0657-90 $2,421.12

#### 07-1000-91 $2,550.51

#### 11-0354-97 $3,093.36

#### 16-0689-75 $2,329.74

#### 19-0962-06 $ 616.91

#### 20-0022-00 $ 324.86

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

## Communications

## Letter from Nick Robertson re: Town Administrator

### Letter from John Recca re: license renewal procedures

**A motion was made by Councilor Meagher with second by Councilor Mihaly to take both items off Communications for discussion. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

Letter of Nick Robertson. Councilor Meagher stated she served with Nick 25 years ago. President Trocki read Nick’s letter commending Town Administrator Nota. It was a lovely letter and it is nice to receive positive praise from the public. She echoes his words, and thanks him for the letter. Councilor Meagher was concerned by a recent *Jamestown Press* editorial that referenced executive session information and stated we need to be careful, especially with personnel issues. We also need to look at what warrants confidentiality and make sure items in executive session are warranted. President Trocki stated the public has the right to know what is going on, but there are sessions that need to be closed in the best interest of Jamestown. Councilor Meagher and President Trocki noted the recent solar array discussion did not belong in executive session. Councilor Mihaly commented it can be too easy to hide behind confidentiality. Councilor Dickinson commented on Nick’s letter and the article in the *Jamestown* *Press*. He appreciates everyone’s opinion, but this is contrary to the Charter. The Council is elected to make such decisions, and the Charter outlines how decisions are made. Discussion continued.

Letter of John Recca. Councilor Meagher wants to set the record straight. In two successive weeks Howie Tighe was noted as the road block in the process. This was a misunderstanding. Howie is a fine public servant and has done a great job for many years. She commented that the reports in the Jamestown Press were not accurate. The Council wants it on the record that Howie has been exemplary throughout the process; Howie Tighe was given the responsibility and did his job. The responsibility to fix the process was given to the Town Administrator. It was noted the Council paid attention to Mr. Recca’s remarks. The Council acknowledged that Howie was not at fault and we will improve the process. Councilor Mihaly commented positively on the *Jamestown Press* and their service to the Town. President Trocki noted we can’t meddle with the *Press*, they do a fine job, and it time to move on.

# XII. AGENDA ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

## RI Turnpike and Bridge Authority Solar Array Project – January 17th Regular Town Council Meeting

There will be a solar array presentation by RITBA on Tuesday, January 10th at 6:15 p.m. at the RITBA Office at 1 East Shore Road. This will be on the Council agenda for review and public discussion on the January 17th agenda.

## Discussion and possible scheduling of Target Shooting Ordinance

Town Administrator Nota stated in October he was directed to get back to the Council in 90 days with a revised proposal based on the public and Council discussion. This revised ordinance can be on an agenda for discussion with a vote to advertise at a subsequent meeting. Discussion of next steps for the development of a Target Shooting Ordinance will be on the January 17th agenda for review and discussion.

**XIII. EXECUTIVE SESSION**

None.

**XIV. ADJOURNMENT**

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

The Jamestown Town Council adjourned the regular meeting at 8:16 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council

Town Administrator

Finance Director

Town Solicitor