



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
**Rosamond A. Tefft Council Chambers**  
**93 Narragansett Avenue**  
**Tuesday, January 3, 2017**  
**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, PRESENTATIONS, 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.*

A) Licenses and Permits

- 1) 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

- a) Applicant: ColinsLaw.Org  
Event: Annual Fund Raiser  
Date: June 25, 2017  
Location: Fort Getty Pavilion

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

**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  
B) Non-scheduled to address

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

- A) Administrator's Report: Town Administrator Andrew E. Nota

- 1) RI League of Cities and Towns Annual Conference, Thursday, January 26<sup>th</sup>
- 2) RI League of Cities and Towns Report on Motor Vehicle Tax Phase-out
- 3) Office of Regulatory Reform – proposed statewide building fee schedule
- 4) RI Turnpike and Bridge Authority - Scheduling of public informational session on Solar Array Project on Tuesday, January 10<sup>th</sup> at 6:15 pm at RITBA Main Office

## **VII. UNFINISHED BUSINESS**

- A) Upcoming meetings, work sessions, budget work sessions, workshops, and other sessions, review and discussions and/or potential actions and/or vote.
  - 1) East Ferry Rehabilitation – Discuss plans to rehabilitate sidewalks and curbing, improved accessibility, asphalt replacement and landscape design improvements
  - 2) Fort Getty Facility Rehabilitation – Discuss securing consultant facility design services and various other potential park improvements
  - 3) Mackerel Cove Pavilion Replacement (Storage and Restrooms)
  - 4) Golf Course Rehabilitation Project – Review and discussion
  - 5) Town Council Goals and Objectives – Discuss proposed format and preferred meeting schedule

## **VIII. NEW BUSINESS**

- A) Town Council Rules and Procedures; review and discussion and/or potential action and/or vote
- B) Town Boards, Commissions, Committee Structure and Appointments; review and discussion and/or potential action and/or vote
- C) Continued use of Town Council Liaisons to Boards/Commissions/Committees; review and discussion and/or potential action and/or vote
- D) Discussion of possible Budget Referendum/FTM Revision per recommendation of 2015 Charter Review Commission

## **IX. ORDINANCES AND APPOINTMENTS, VACANCIES AND EXPIRING TERMS**

## **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) December 19, 2016 (regular meeting)
  - 2) December 19, 2016 (special meeting)
  - 3) December 19, 2016 (executive session)
- B) Abatements/Addenda of Taxes

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

1) Real Property/Tangible – Abatements to 2016 Tax Roll

	<u>Account/Abatement Amount</u>
a)	01-0305-00 \$ 831.40
b)	02-0110-00 \$ 106.39
c)	02-0112-00 \$ 279.71
d)	02-0610-00 \$ 239.38
e)	03-0420-00 \$3,887.86
f)	03-1414-20 \$3,093.36
g)	04-0231-02 \$2,550.51
h)	06-0500-07 \$ 94.38
i)	10-0380-00 \$ 60.06
j)	11-0043-06 \$ 205.06
k)	12-0447-26 \$2,329.74
l)	13-0678-00 \$ 561.13
m)	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

2) Real Property/Tangible - Addenda to 2016 Tax Roll

	<u>Account/Addenda Amount</u>
a)	01-0262-00 \$ 561.13
b)	03-0197-43 \$3,887.86
c)	04-0946-00 \$ 314.11
d)	07-0657-90 \$2,421.12
e)	07-1000-91 \$2,550.51
f)	11-0354-97 \$3,093.36
g)	16-0689-75 \$2,329.74
h)	19-0962-06 \$ 616.91
i)	20-0022-00 \$ 324.86

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

- A) Communications
- 1) Letter from Nick Robertson re: Town Administrator
  - 2) Letter from John Recca re: license renewal procedures

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

- A) RI Turnpike and Bridge Authority Solar Array Project – January 17<sup>th</sup>  
Regular Town Council Meeting
- B) Discussion and possible scheduling of Target Shooting Ordinance

**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, notice also may be posted at the Jamestown Police Station and on the Internet at [www.jamestownri.gov](http://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](mailto:cfernstrom@jamestownri.net) not less than three (3) business days prior to the meeting.



Colin B. Foote

# ColinsLaw.org

**Saving Lives Through Safer Roads**



## Board Of Trustees

### Family Trustees

*Robin A Foote*

*Maryann B. Foote*

### Outside Trustees

*Ross Williams*

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*Lisa Doucet-Albert*

December 2, 2016

Kristine S. Trocki, President  
Jamestown Town Council  
Jamestown, RI 02835

Dear Kristine,

You may remember six and a half years ago when a wonderful young man was killed at a traffic light intersection in Charlestown, RI by a habitual traffic offender and drug addict who ran the red light. That young man was our son, Colin B. Foote. We have turned our family tragedy into a productive effort by founding a non-profit organization that has produced tangible results that save the lives of people who travel our Rhode Island roads.

Our nonprofit organization is called Colinslaw.Org. Please read our record of accomplishments by clicking on <http://www.colinslaw.org/p/on-may-16-2010-repeattraffic-offender.html>.

I am writing you to ask that you present a motion to the town council to ask for a waiver of the fee for our organization for the use of Ft. Getty and the facilities. Your support of this measure will help ensure the success of our annual fundraiser at the Fort Getty Pavilion on June 25, 2017 by employing the money to other costs of producing the event . Ft. Getty is a perfect and proven venue to host our ColinsLaw.Org Sports Car Rally and Car Show fundraiser.

I would welcome the opportunity to meet with you in person, if you would like, to discuss this further. We would like to invite you to our home at 143 Hamilton Avenue or any other location in town wherever or whenever it may be convenient for you.

Thank you and we look forward to hearing back from you at your earliest opportunity.

Most Sincerely,

Robin Foote  
Exec. Dir.  
ColinsLaw.Org  
143 Hamilton Avenue  
401-741-1678

**Saving Lives Through Safer Roads**

Save the Date  
**JUNE 25**

2017



*Benefit*

# 2017 *Fort Getty Car Show & Road Rally*

## Join the Finest Classic, Antique & Sports Cars of the Northeast

**Registration: 9 to 11 at Fort Getty Park, Jamestown, RI**



**BARBEQUE, FOOD, PRIZE DRAWINGS & LIVE MUSIC**



**Tax Deductible Donation:**

Rally Car & Driver: \$40 (Includes Barbeque & \$200 Prize Drawing Ticket)

Rally Car Passenger \$25 (Includes Barbeque)

Show Car & Driver: \$25 (Includes \$5 Food Voucher & Prize Drawing Ticket)

**PUBLIC FREE**

**CAR SHOW STARTS at 10 – ROAD RALLY at 11**

For Info: [www.colinslaw.org](http://www.colinslaw.org), Call 401-741-1678 or [colinslaw.org@gmail.com](mailto:colinslaw.org@gmail.com)

# 2017 CONVENTION PROGRAM

## January 26, 2017

8:30 a.m.–2:30 p.m. **Registration**

8:30 a.m.–2:30 p.m. **Exposition Open**

8:30 a.m.–9:45 a.m. **Breakfast in the Exposition Hall**

9:45 a.m.–11:00 a.m. **Concurrent Workshops–Session I**

- **"Understanding the Renewal Energy Phenomenon: Harnessing the Power of the Sun and Wind"**

### **Bristol "A" Room**

*Attendees of this session will gain a thorough understanding of: how to participate in the renewable market in New England – including a discussion of retail opportunities, wholesale opportunities, investment and partnership approaches; how to evaluate potential offers from renewable entities or participates such that members can identify their potential for economic benefit; and what are the impacts, risks and benefits of renewable in the market and for me as a consumer of electricity and renewable products?*

**Moderator:** Kathleen Kelly, Vice President/Principal Consultant, Daymark Energy Advisors

**Speakers:** Carrie Gilbert, Senior Consultant, Daymark Energy Advisors  
Matthew Loiacono, Senior Analyst, Daymark Energy Advisors

- **"Critical Cyber Security and Privacy Issues Facing Municipalities"**

### **Bristol "B" Room**

*Cybersecurity is a topic at the forefront of conversation for many municipalities. It is pivotal for municipal leaders to understand where their municipality and their respective departments stand in terms of data protection, potential vulnerabilities, and response to incidents in the case of an attack. In this workshop you will learn about: Types of threats facing today's municipalities; Determining if your municipality is at risk; Methods for protecting your municipality from a cyber-attack; Identification of some leading practices to deter cyber threats; Provide an overview of your data protection responsibilities.*

**Speakers:** Jeffrey Ziplow, Partner, BlumShapiro  
David Nowacki, Manager, BlumShapiro

- **"Make Your Money Work for You: The Foundations of Investing"**

### **Narragansett Room**

*Americans are managing to save only 5.3% of what they earn. Planning for a secure retirement may involve going without something you want now in order to feel secure after you've left the workforce and a steady paycheck. Where you put your money is as important as how early you begin putting it away. Ninety-one percent of a portfolio's performance is determined by the variability of the portfolio and not individual investments or market timing. It's not about how much money you make, it's about planning ahead, budgeting and saving. The sooner you start the better.*

**Speaker:** Elizabeth O'Boyle, Financial Consultant, TIAA

- **"Navigating the Workers' Compensation Court"**

### **Ocean Room**

*Every year in Rhode Island alone, thousands of full time public sector employees report non-fatal workplace injuries or illnesses. Each case is a potential minefield to be navigated, and without the most up-to-date information on Workers' Compensation legislation and practices, the results can be devastating. Join our panel of speakers as they provide an insightful analysis of the most significant recent developments in this complex and dynamic area of the workers' compensation law and what specific changes are occurring at the Workers' Compensation Court.*

**Moderator:** Russ Godin, Director of Claims, Rhode Island Interlocal Risk Management Trust

**Speakers:** The Honorable Robert Ferrieri, Chief Judge of the Rhode Island Workers' Compensation Court  
Nicholas Mancini, Esq., Mancini Law, LLC

- **"Accessory Dwelling Units: Changes in 2017"**

**Rhode Island Room**

*Starting on January 1, 2017, Rhode Island law will make it easier for senior citizens to live with their families while preserving their independence. Owners of owner-occupied single family homes will have the right to build an accessory dwelling unit, also called an "in law apartment", for a family member who is 62 years or older without having to obtain a special use permit from the town or city in which the property is located. Since 2008, home owners have been able to build an accessory dwelling unit to accommodate a family member of any age who has a disability. The law will expand this law to include family members who are 62 or older. Learn everything you need to know about this new law!*

**Moderator:** Monica Staaf, General Counsel, RI Association of Realtors, Inc.

**Speakers:** Amy Rainone, Director of Government Relations and Policy, Rhode Island Housing  
John DiTomasso/Associate State Director, Advocacy, AARP

- **"Cost Effective Financing Options for Capital Programs"**

**Patriots Room**

*During these times of tight budget constraints, cost-effective financing options are more important than ever. Lease Purchase Financing is a flexible and competitive financing alternative to bonding and is ideal for capital replacements, such as energy and renewable projects, technology upgrades, vehicles, modular buildings, refinancing and other essential projects.*

**Moderator:** Renee Piche, President, Municipal Leasing Consultants

**Speaker:** Lawrence J. Mancini, Finance Director, City of Providence  
George Woodbury, President, LightSmart  
Jeffrey Broadhead, Executive Director, PRISM Streeights, WCRPC

## **11:45 a.m. - 1:00 p.m. Concurrent Workshops - Session II**

- **"The Impact of Marijuana in RI"**

**Bristol "A" Room**

*This presentation will provide an overview of the impact of medical marijuana and decriminalization in RI's communities and will also provide information from legalized states regarding the impact of a commercialized recreational market in their jurisdictions. Finally, we will present examples of how municipalities have confronted marijuana in their communities from zoning and licensing standpoint.*

**Speakers:** Joe M. Lindbeck, Assistant Attorney General, RI Office of the Attorney General  
Nancy Arnold DeNuccio, Certified Prevention Specialist Supervisor, Narragansett Prevention Partnership

- **"Transportation's Role in Building and Sustaining Your Economy"**

**Bristol "B" Room**

*Keeping people and goods moving is the foundation to all economies. Whether it's walkable / bikeable communities or major improvements to bridges, roadways, ports and rail for the movement of goods by truck and other freight, this workshop will examine the connections between a variety of transportation improvements to a healthy economy, and review past RI projects that have yielded proven results for our residents.*

**Moderator:** Scott Wolf, Executive Director, GrowSmart RI

**Speakers:** Meredith Brady, Administrator of Planning, RI DOT  
Eric Weis, Principal, Cogent Services  
Joseph Wanat, Managing Director, VHB  
Thomas Deller, Principal, Deller Consulting  
Jan Brodie, Executive Director, Pawtucket Foundation  
Chris Witt, Principal Planner, RI Division of Planning

- **"DEM's Proposed Changes to Wetland Buffers and Setbacks"**

**Narragansett Room**

*These proposed changes in regulations will affect municipalities with wetland buffers and setbacks. DEM staff will present a complete overview of the proposed changes and what municipalities should expect when applying for wetland permits.*

**Speaker:** Ron Gagnon, P.E., Chief of Customer & Technical Assistance, RI DEM



- **"Dispelling the Myths About Affordable Housing"**

**Ocean Room**

*When many people think of affordable housing they think of unattractive, densely situated, high rise buildings. This workshop will aim to dispel the myths people have about affordable housing, and will help town officials understand what affordable housing is, what it looks like, and what the benefits of it can be for a community. Rhode Island Housing provide examples of successful affordable housing around the state in urban, suburban and rural communities (from single family homes to thoughtfully done multifamily developments), and do an overview of "truth and myths" surrounding affordable housing. It will also provide strategies for engaging local residents and overcoming opposition to affordable housing.*

**Speakers:** TBD

- **"Investing in Local Your Infrastructure"**

**Rhode Island Room**

*Rhode Island Infrastructure Bank (RIIB) has recently expanded its local infrastructure investment offerings to include new programs and has modified existing programs to improve the customer experience. This session will be structured as a fireside chat with municipal leaders providing anecdotes as to how they partner with RIIB on their infrastructure investment needs to develop the best possible financing terms to meet their financial goals.*

**Speakers:** Dylan Zelazo, Chief of Staff, City of Pawtucket  
Fred Presley, Town Manager, West Warwick  
Jeffrey Diehl, Executive Director, CEO, Rhode Island Infrastructure Bank  
Michael Baer, Senior Advisor, Rhode Island Infrastructure Bank

- **"The Impact of Prescription Drugs on Municipal Health Care Costs"**

**Patriots Room**

*Prescription drugs are one of the main drivers of health care cost. This workshop will look at what are the main factors influencing this increase, the impacts they are having on employers and employees and what municipalities and health plans are doing and can do to soften the cost impact.*

**Moderator:** Robert Knowles, Director, Public Sector/Labor/FEP, Blue Cross & Blue Shield of Rhode Island

**Speaker:** Beth Hebert-Silvia, Managing Director, Pharmacy, Blue Cross & Blue Shield of Rhode Island

**1:00 p.m. - 2:30 p.m. Luncheon in the Exposition Hall**

**Raffle Drawings**

**2:30 p.m. - 3:45 p.m. Concurrent Workshops - Session III**

- **"Should You Invest in LED Streetlights: Progress, Issues, Potential"**

**Bristol "A" Room**

*This session will offer a complete overview of LED issues, like color, brightness; Progress-\$ saved, lights installed; and Potential-Upcoming technology.*

**Speakers:** Jeffrey Broadhead, Executive Director, PRISM Streetlights, WCRPC  
Anil Agrawal, Chief Executive Officer, Cimcon Lighting  
Sean Tippett, Director, Smart Cities/Silver Springs Network  
George Woodbury, President, LightSmart Energy Consulting

- **"Cyber Security: What to do When Disaster Strikes"**

**Bristol "B" Room**

*In today's ever increasing digital landscape, whether natural, manmade, or technological-disasters that have the potential to impair or compromise your data systems can strike at any time. Is your municipality prepared to continue its business operations and provide services to constituents in such a situation? This session raises awareness of growing threats and provides insight and solutions to mitigate associated safety, financial, and political risks.*

**Speakers:** David Marble, President, CEO, OSHEAN  
Kevin Long, Solutions Engineer, OSHEAN

- **"The Competition for Talent in New England: Moving Beyond the Job Description"**

**Narragansett Room**

*This session will go over the emerging trends in talent acquisition, specifically designing and using your talent acquisition strategy and leveraging social media. Topic covered will include succession planning, talent acquisition, social media integration, job advertisements, targeted recruitment, and a dash of compensation analysis. Key takeaway: How to design and develop a competitive talent acquisition strategy before you need to use it.*

**Speakers:** Joshua Putman, Human Resource Director, Town of Westerly  
Pattie Bowen, Human Resource Coordinator, Town of Westerly

- **"Using an Intermediary to Issue Municipal Debt"**

**Ocean Room**

*Since the late 1980s, cities, towns, and regional districts have increasingly relied on state intermediaries to issue debt on their behalf for sewer, water, and school construction projects. More recently, this opportunity has been extended to other infrastructure and energy efficiency projects. The panelists will discuss the options cities and towns have to issue debt through intermediaries in Rhode Island. While the emphasis will be on cost savings resulting from using an intermediary, the panelists will also discuss where it may make sense to issue debt locally. Other items for discussion will include eligibility, application procedures, the differing fee and pricing structures employed by RIHEBC and RIIB, as well as state and Federal subsidies available.*

**Moderator:** Peder Schaefer, Associate Director, RILCT

**Speakers:** William Fazioli, PFM Group  
Bob Donovan, RI Health and Education Building Corporation  
Jeff Diehl, RI Infrastructure Bank

- **"Saving Money by Implementing Energy Projects"**

**Rhode Island Room**

*Learn from experts at the RI Infrastructure Bank and the RI Office of Energy Resources on how your municipality can realize significant energy savings by tapping into a wide array of programs available to RI cities and towns. From transportation, to renewable energy projects, to renovating existing buildings with deep energy savings in mind... the ability to bring about real savings is easier than you think.*

**Moderator:** Fred Presley, Town Manager, West Warwick

**Speakers:** Michael Baer, Senior Advisor, RI Infrastructure Bank  
Shauna Beland, Program Development, RI Office of Energy Resources  
Becca Trietch, Program Development, RI Office of Energy Resources  
Ryan Cote, Programs and Policy, RI Office of Energy Resources

- **"The Road Ahead: An Update on Rhode Island's Transportation Planning"**

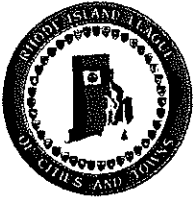
**Patriots Room**

*The State is ramping up its transportation infrastructure planning process and bringing new opportunities for municipalities to realize their communities' visions. This workshop will let you know about the State's innovative tools for transportation planning, describe exciting new projects underway and offer insights on the Transportation Improvement Plan (T.I.P.) process, which will be updated each year. In addition, we will talk about State's Long Range Transportation Planning process in 2017, and how you can be part of the planning process to ensure that your community's long-range needs are heard.*

**Moderator:** Jared Rhodes, Chief, RI Division of Planning

**Speakers:** Christina Delage Baza, GIS Specialist, RI Division of Planning  
Meredith Brady, Administrator of Planning, RI DOT  
Chris Witt, Principal Planner, RI Division of Planning  
Benjamin Jacobs, Principal Research Technician, RI Division of Planning

**The Rhode Island League of Cities and Towns  
extends its warmest thanks to each of the seminar and  
workshop participants who generously contributed their time and efforts  
to make our program possible.**



# Rhode Island League of Cities and Towns

## Special Report

### The Motor Vehicle Excise Tax In Rhode Island

The Speaker of the House has proposed eliminating the motor vehicle excise tax (car tax) over a five year period. An earlier effort to eliminate the tax in 1998 had good success but failed during the recession of 2007 to 2010 due to the state's inability to balance the state budget. The state turned to the city and town car tax to solve the state's problems. Since that recession, there have been annual legislative initiatives to modify the motor vehicle excise tax principally by changing the valuation method of vehicles. Not surprisingly, the motor vehicle tax was an issue during the last gubernatorial and mayoral campaign in Providence.

#### Background

There has been an excise tax on motor vehicles in this state since at least 1956. In 1978, the authorization for the tax was substantially amended as to assessment date and in 1998 the General Assembly enacted the Motor Vehicle and Trailer Excise Tax Elimination Act of 1998.

The public policy position embedded in the act was that motor vehicle taxes were too high, that tax levies were unfairly distributed around the state with significantly different tax rates in each community, and that the solution should have the end result of holding harmless from revenue loss every city and town while financially benefitting every personal and commercial vehicle owning taxpayer.

The strategy embodied in the act was to gradually increase the exemption applied to each vehicle until the tax was eliminated. The initial exemption was \$1,500 and increased to \$6,000 by 2007 (A car valued at \$10,000 in 2007 would be taxed at the local tax rate on a value of \$4,000). Tax rates on vehicles were also frozen at the 1998 rate. In 2007, the state spent \$137 million reimbursing cities and towns for the revenue lost as a result of the exemption.

Then came the recession and the state's shifting of the burden by reducing car tax exemptions. By 2011, the statewide reimbursement had been reduced to \$10 million and cities and towns were free to reduce the exemption to as low as \$500. For a number of reasons, including changes in the method of calculating reimbursements which included a too high inflation adjustment, the assumption of 100% collection rates, and the requirement to maintain a \$500 exemption, cities and towns were unable to fully restore the reimbursement revenue that had been lost. This loss combined with the elimination of general revenue sharing, and reductions in school aid resulted in near insolvency for a number of cities highly reliant on the car tax such as Central Falls, Woonsocket, Pawtucket, and Providence.

The tax rate per thousand dollars of value ranges from a low of \$9.75 on Block Island to \$60 in Providence. Typically, the cities have higher rates. Part of this results from the failure to perform frequent revaluations through the early 1990s. To avoid transferring the tax burden to real estate, cities and towns came to the General Assembly and received special classification authority to retain the motor vehicle tax rate that applied before the real estate revaluation. In any event, there is no state requirement that a standard tax rate apply to all cars and there would still be a differential from one city and town to another.

## Current Proposals

As the state came out of the recession, the first focus on reforming the tax was on the accuracy of the valuation of vehicles. There is good evidence that NADA retail values as required by 44-34-11 of the RI General Laws yields a value that is oftentimes greater than would result in an arms length transaction. Legislation has been introduced over the last several years which would amend the valuation method to "average trade in value". The League believes this change would result in a loss of at least \$40 million in annual tax revenue for cities and towns. The League is also concerned about the quality of the trade in value data. As an alternative, we have suggested using a fixed percentage of retail value. Language of this type was incorporated into some of the legislative proposals over the last two years.

More recently, arguments have been made that the tax should be eliminated in its entirety. The statewide tax levy (after exemptions) on motor vehicles during FY 2016 was over \$215 million dollars. Final figures for the current year are not yet available, but the cost to the state of holding cities and towns harmless for the elimination of the tax would exceed this \$215 million amount based upon gradually increasing vehicle values.

## Our Neighboring States

Massachusetts has always had one statewide tax rate on vehicles irrespective of city or town location. The current rate is \$25 per thousand. Before proposition 2 and ½ in the early 1980s, the standard rate was \$66 a thousand. Massachusetts also values vehicles differently and uses a depreciation schedule so that after 5 years a vehicle has been depreciated to 10% of the value as determined by the Commonwealth.

Connecticut has a situation more similar to Rhode Islands. Tax rates vary significantly from one community to another. Connecticut uses NADA retail to value cars but all property (real estate as well as personal property) in Connecticut is valued at 70% of value. Thus, concerns about overstated NADA retail values are not as prevalent. Also, there is no tax classification in Connecticut (except in Hartford). The tax rate applicable to motor vehicles also applies to real estate. Over the last two years, Connecticut has been executing a reform effort. That effort has focused on bringing down rates in high tax cities like Hartford where the car tax rate is over \$70. Under the original proposal enacted in 2015, the rate would have been capped at \$32 in FY 2017 and \$29.36 in FY 2018 and the state would have reimbursed 50 cities and towns out of 169 for the revenue lost from having brought down the tax rate. State budget problems in 2016 resulted

in amendments to the plan so that the cap is now \$37 a thousand and 32 communities benefited. The cap is set to be reduced to \$32 next year. There is no plan to eliminate the tax.

## Solutions for Rhode Island

There are four core problems involved in crafting a solution:

- **Vehicle value:** There is good evidence that NADA retail value data results in assessed values subject to taxation that are greater than typically result in an arm's length transaction.
- **Vehicle exemption:** The exemption offered by cities and towns runs from \$500 to \$6,000. It is now more complicated to use the exemption system to phase out the tax while holding each city and town harmless for lost revenue.
- **Tax rate:** The tax rate of the highest tax city is over 6 times the tax rate of the lowest rate town. Proportionally, high car tax cities will benefit more from a state hold harmless provision than low tax towns. High tax cities will also be more at risk if there is failure to execute the plan over the long term.
- **Municipal solvency:** The car tax represents about 9% of all "property" taxes collected by cities and towns across the state. In some cities, it is close to 15%. Elimination of the tax without replacement of those revenues by the state results either in fiscal disaster or the transfer of the tax burden to real estate. The state tax cap limit of a 4% increase applies to the total levy, not each individual component. Thus, the consequence of unreimbursed reductions in the car tax could be substantial increases in tax rates and the levy applied to residential and commercial property.

There probably needs to be more than one solution and the solution needs to be phased in over a number of years.

The valuation issue goes away if the exemption is increased in all cities and towns or if vehicles are valued at a fixed percentage of NADA (say 70% as in Connecticut). Tax rate disparity remains a big issue. Connecticut's solution never envisioned eliminating the tax. It only assists high tax rate cities. Eliminating the tax over a period of years in Rhode Island helps everyone but has extraordinary costs.

As always, there is great risk to cities and towns even though they generally support the equity of eliminating or reducing the tax. The pull back on reimbursements at the beginning of this decade, while probably necessary from the state's financial perspective, had disastrous consequences for some of our cities. There is risk of a repeat in the future. The new proposal in Rhode Island seeks to eliminate rather than permanently reduce the tax, as in Connecticut or Massachusetts. This increases the risks to our cities and towns if there is a reversal of state fortunes. The League urges caution.

The following table records the current car tax rate in each city and town, the exemption applied to each vehicle and an illustration of the annual tax for a vehicle valued at \$14,000.

Car Tax Comparison	MV Tax Rate FY 2017	Exemption FY 2017	\$14,000 Value Car Tax
BARRINGTON	\$42.00	\$2,000	\$504
BRISTOL	\$17.35	\$2,000	\$208
BURRILLVILLE	\$40.00	\$1,250	\$510
CENTRAL FALLS	\$48.65	\$1,250	\$620
CHARLESTOWN	\$13.08	\$500	\$177
COVENTRY	\$18.75	\$500	\$253
CRANSTON	\$42.44	\$500	\$573
CUMBERLAND	\$19.87	\$500	\$268
EAST GREENWICH	\$22.88	\$6,000	\$183
EAST PROVIDENCE	\$37.10	\$500	\$501
EXETER	\$32.59	\$500	\$440
FOSTER	\$36.95	\$500	\$499
GLOCESTER	\$24.37	\$500	\$329
HOPKINTON	\$21.18	\$500	\$286
JAMESTOWN	\$14.42	\$6,000	\$115
JOHNSTON	\$41.46	\$500	\$560
LINCOLN	\$30.66	\$3,000	\$337
LITTLE COMPTON	\$13.90	\$6,000	\$111
MIDDLETOWN	\$16.05	\$3,000	\$177
NARRAGANSETT	\$16.46	\$6,000	\$132
NEWPORT	\$23.45	\$6,000	\$188
NEW SHOREHAM	\$9.75	\$1,000	\$127
NORTH KINGSTOWN	\$22.04	\$3,000	\$242
NORTH PROVIDENCE	\$41.95	\$500	\$566
NORTH SMITHFIELD	\$37.62	\$675	\$501
PAWTUCKET	\$53.30	\$500	\$720
PORTSMOUTH	\$22.50	\$2,000	\$270
PROVIDENCE	\$60.00	\$2,000	\$720
RICHMOND	\$22.64	\$500	\$306
SCITUATE	\$30.20	\$6,000	\$242
SMITHFIELD	\$39.00	\$2,000	\$468
SOUTH KINGSTOWN	\$18.71	\$3,000	\$206
TIVERTON	\$19.14	\$6,000	\$153
WARREN	\$26.00	\$500	\$351
WARWICK	\$34.60	\$2,000	\$415
WESTERLY	\$29.67	\$1,500	\$371
WEST GREENWICH	\$19.02	\$500	\$257
WEST WARWICK	\$28.47	\$1,000	\$370
WOONSOCKET	\$46.58	\$1,000	\$606
<b>Average</b>	<b>\$29.10</b>	<b>\$2,081</b>	<b>\$355</b>

**Adopted by the Jamestown Town Council  
At a meeting held on March 22, 2016**

**Attest:**

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**Cheryl A. Fernstrom, CMC, Town Clerk**

## **JAMESTOWN TOWN COUNCIL RULES & PROCEDURES**

**Upon adoption, this document supercedes all other existing resolutions regarding Town Council procedures.**

### **RULE 1**

#### **Charter Requirements**

- 1.1 All requirements of the Town Charter with respect to the proceedings of the Town Council are to be strictly followed, and no rules shall be adopted by the Town Council that are in conflict with the Charter requirements.

### **RULE 2**

#### **Presiding Officer**

- 2.1 The Town Council President is elected pursuant to section 204 of the Charter. In the event of the absence or the disability of the President, the Vice President shall perform such duties during such absence or disability.
- 2.2 The President shall take the chair at the hour designated for the meeting of the Council and shall promptly call the members to order. The President shall enforce, on all occasions, the observance and decorum among the members and people in attendance. The President shall decide all questions and points of order, subject to an appeal to the Town Council by one member. No other business shall be in order until the question or appeal on the point of order shall have been decided by a majority of the members present. The President may speak on points of order in preference to other members and may speak on general questions. The President shall distinctly state and put to vote all ordinances, resolutions and questions.

### **RULE 3**

#### **Meetings**

- 3.1 The first meeting of a newly elected Council shall be held on the first Monday following certification of the election of its members by the canvassing authority; thereafter the Town Council shall meet according to section 205 of the Charter.

- 3.2 All meetings of the Council, including special and emergency meetings and work sessions, shall be open to the public, except those exempted under the Rhode Island Open Meetings Law, G.L. 1956 § 42-46-1 et seq. All matters shall be voted upon by the Council at an open regular meeting or at an open, special or emergency meeting consistent with the State Open Meetings Act and section 207 of the Charter.

The regular meeting of the Town Council shall be held on the first Monday of the month. This shall be understood to be the meeting during which the council conducts its business. On the third Monday of the month, the council will meet to propose items for the agenda of the next monthly meeting. The council may also use the third Monday to conduct a either meeting or workshop reviewing particular, specific issues or the work or concerns of a specific town commission. Additional meetings or workshops may be arranged as necessary.

- 3.3 All regular and special meetings and their agenda must be posted in advance in accordance with the requirements of the State Open Meetings Act. Such advance notice is not required when an emergency meeting is called. Such emergencies would be those affecting public peace, health, safety, comfort and welfare of the inhabitants of the Town and for protections of persons and property. An emergency meeting must comply with the requirements described in the Open Meetings Act, as amended.

#### **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.

On the *Tuesday following the third Monday* of a month, the Town Council may also meet for which a docket or agenda as described above, shall be prepared. Included on this agenda is the opportunity for Town Councilors to propose items for the agenda of the next regular meeting, held on the first Monday of the following month. A Councilor may place a specific item on the next agenda, if they make such request with no public discussion. If public discussion is requested, based on the Open Meetings Act (OMA) regulations, RIGL §42-46-6, Councilors are required to have the agenda item listed on the posted agenda.



Town Councilors may also propose items for the agenda, but must do so to the Town Clerk and Town Administrator, at least five (5) business days prior to the next meeting.

- 4.2 Memos for Town Council review or requests for action from any Board, Committee, or Commission 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 below.
- 4.3 Letter from constituents (*residents of Jamestown*) shall be the first items of correspondence included under the agenda heading of Correspondence, followed by requests for action form 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 has been filed with the Clerk, and said ordinance, resolution, order, report, communication or other business appears on the prepared docket. The Clerk shall cause a copy of the docket to be posted in accordance with the RIGL §42-46-6 governing the Open Meetings Act Requirements for meeting postings.

## **RULE 5**

### **Order of Business for Regular Meetings**

- 5.1 The Order of Business at each meeting shall be:
  1. Call to Order;
  2. Roll Call;
  3. Acknowledgements, Announcements and Resolutions;
  4. Public Hearings, Licenses and Permits
  5. Open Forum
  6. Administrator, Department, Solicitor Reports
  7. Unfinished Business
  8. New Business
  9. Ordinances and Appointments
  10. Consent Agenda
  11. Communications and Petitions
  12. Executive Session
  13. Adjournment.
- 5.2 Attached to the agenda (electronically through the town web site, and physically in the packets provided to the Town Council) are the support materials relevant to the particular items listed on the agenda or the items (license applications, proposed ordinances, minutes, communications) themselves. It is recommended

that the Town Council should not vote on any issue in New or Unfinished Business that may appear on the docket but lacks support information.

## **RULE 6**

### **Public Hearings**

- 6.1 The public hearing portion of the agenda shall be conducted as follows. The Town Council President will invite the applicant or applicant's representative to give a brief explanation of the item for the benefit of the Council and the public. Members of the public shall then be permitted to speak on the item until all who wish to speak have had an opportunity to do so. Members of the Council shall reserve their questions and comments until after the public has spoken. The Council President may allow brief, clarifying questions by the Council or brief discussion when such will be likely to expedite the business of the Council. After the public discussion is finished and the Council has had discussion, the Council President will close the public hearing. At this point, a motion is made for a decision to approve, deny or table the item.
- 6.2 The Council shall not enact any ordinance or resolution that shall in any way affect the Zoning Ordinance; the physical development plan of the Town; the existing and proposed location and arrangement of the uses of the land; transportation routes; plans of streets and revisions of such plans; public facilities; public utility systems; deteriorating or blighting neighborhoods planned for redevelopment, rehabilitation, or other improvement; natural resources and historic sites to be preserved; disaster survival proposals; and land subdivision plans, without first submitting any such ordinance or resolution to the Town Planning Commission for its recommendation. Nothing, however, shall be construed to restrict or prevent the Council from acting on any ordinance or resolution contrary to or in absence of a recommendation of the Commission. The Council must further adhere to the relevant and applicable requirements of state law in implementing this Rule.
- 6.3 It is recommended that the Town Council should not grant any license or permit that lacks either the signature or affirmation by the clerk that the signature is forthcoming of any town official required to sign the application for license or permit.

## **Rule 7**

### **Open Forum**

- 7.1 Open Forum offers citizens the opportunity to clarify any item on the agenda, to address items not on the agenda or to comment on any communication or item listed on the consent agenda.

Persons who wish to be heard on the agenda shall present such requests in writing to the Town Clerk no later than five (5) days prior to the Council meeting for which they wish their request to be considered. In preparing the meeting agenda, a determination shall be made by the Town Clerk as to whether the request is an appropriate subject/topic for inclusion on the final agenda. There will be a 10-minute time limit for such requests. Extensions will be granted at the discretion of the Council President. Other persons wishing to speak without prior arrangement will be given an opportunity to do so during the “Open Forum.”

- 7.2 If the subject of a scheduled request to address is provided on the agenda, Town Councilors may respond to that subject. Otherwise, Town Councilors may only respond to citizens in open forum to provide information or schedule the subject for another meeting. Comments from the floor under “Open Forum” on any subject not within the purview of the Town Council should not be discussed extensively, but rather, should be considered for inclusion as an agenda item at a subsequent meeting.
- 7.3 Town Councilors may not use open forum to bring up items themselves. If a town councilor wishes to present a subject to the Council and community, it must be listed on the agenda under New Business.

## **Rule 8 Reports**

- 8.1 The Town Administrator’s report shall be in writing and submitted in advance of the Town Council meeting.
- 8.2 On a revolving schedule, four times a year, each Department head will provide a written report of their department.

## **Rule 9 New and Unfinished Business**

- 9.1 Each item tabled or postponed by the Council at any regular meeting shall appear on the agenda of the next succeeding regular meeting, or on a subsequent date set by the Council as unfinished business, until acted upon or removed from the agenda.
- 9.2 Citizens may speak at the discretion of the Council President or a majority of Councilors during New or Unfinished Business.

## **RULE 10 Appointments to Boards & Commissions**

- 10.1 The Town Council will consider all requests for appointment and will continue to urge interested residents to obtain and complete the volunteer application

available at the Clerk's Office. Appointments of members of commissions, boards and committees shall be by a majority vote of the Council.

- 10.2 The Council will continue the practice of appointing the best qualified persons to boards, commissions and committees without regard to personal or political affiliations, except as may be otherwise required by State law.
- 10.3 The chairperson of each individual board, commission or committee shall keep a record of the terms of its members, as provided by the Town Clerk, and shall notify the Clerk within 45 days prior to the expiration of any member's term. Said notification shall include meeting location and schedule for that board, commission or committee.
- 10.4 The Town Clerk will announce upcoming vacancies for 30 days prior to the term expiration dates, or date set for filling vacancies.
- 10.5 The Town Clerk will communicate with individuals whose terms will be expiring by letter to determine if the person wishes to be reappointed, if applicable. The Town Clerk will also request a two-year attendance record from the Chair of the applicable board, commission or committee.
- 10.6 Application for the vacancy shall be by letter from the applicant to the Town Clerk's office stating qualifications of the applicant. Persons wishing to be reappointed shall follow the same procedure.
- 10.7 The Council Members shall make nominations from the files of applicants provided by the Town Clerk.
- 10.8 Individuals seeking appointment or reappointment must be qualified electors of the Town of Jamestown and residents of the Town of Jamestown.
- 10.9 In the event a special advisory committee is formed, a written charge will be given to the committee by the President of the Town Council. The Town Council shall have the authority to discharge the committee or to recall the committee as necessary.

## **RULE 11**

### **Consent Agenda**

- 11.1 Consent Agenda. In order to expedite the public business and provide additional time for deliberation by the Town Council on matters requiring such deliberation, Consent Agenda items are those items of business that are of a routine and non-controversial nature.

- 11.2 If the Town Council President, Town Administrator or Town Clerk determines that any item of business which requires action by the Town Council is of a routine and non-controversial nature, they shall cause it to be presented at a regular meeting of the Council as part of the Consent Agenda.
- 11.3 Upon objection by any member of the Council to inclusion of any item on the Consent Agenda, that item shall be removed from the Consent Agenda forthwith. Such objection may be recorded at any time prior to the taking of a vote on the motion to approve the Consent Agenda. Any item removed from the Consent Agenda shall be considered at the conclusion of the Consent Agenda to take the necessary action.
- 11.4 The Consent Agenda shall be introduced by a motion “To approve the following listed items as the Consent Agenda” and shall be considered by the Council as a single item. There shall be a roll call vote after this motion.
- 11.5 There shall be no debate or discussion by any member of the Council regarding any item on the Consent Agenda beyond correcting typographical errors or asking questions for simple clarification.
- 11.6 Approval of the motion to approve the Consent Agenda shall be fully equivalent to approval, adoption or enactment of each motion, resolution or other item of business thereon exactly as if it had been acted upon separately.

## **RULE 12**

### **Parliamentary Law**

- 12.1 If there are any parliamentary practices, procedures, customs and rules not covered within these rules, the current edition of Robert’s Rules of Order, Newly Revised, shall govern where it does not conflict with the applicable State or Town laws, ordinances, or the Home Rule Charter.

## **Rule 13**

### **Participation in Discussion**

- 13.1 The heads of Departments or Divisions thereof and members of Boards and Commissions, in matters relating to the functions of their offices, and any other elected officials, shall have the right to appear before the Council for the purposes of expressing their views on matters pending before it. Any citizen or group of citizens shall have the right to petition the Council with regard to any matter within the jurisdiction of the Council, setting forth specifically the purpose of the petition and relief desired. The press shall be allowed on the floor of the Town Council chambers.

- 13.2 With the objective of facilitating prompt attention to Council Member concerns, any member of the Town Council who knows in advance of a meeting that the member wishes to obtain certain data, or have a question or questions answered, or wishes specific figures or expenditures, or budget balances, etc., should, insofar as possible, inform the Administrator in writing of the nature of the inquiry so that the Administrator will have the opportunity to have the answer available at such meeting.
- 13.3 The Town Council requests that members of the public follow a similar procedure wherever possible.
- 13.4 The Town Administrator shall submit reports to members of the Town Council in advance of a Town Council meeting.

#### **RULE 14**

##### **Motions**

- 14.1 When a motion is made and seconded it shall be stated by the Town Council President.
- 14.2 No motion shall be debated until it is seconded. Any motion may be withdrawn by the mover at any time before the taking of a vote thereon or before an amendment is made to such motion.

#### **RULE 15**

##### **Motions of Precedence**

- 15.1 When a question is before the Town Council, no motion shall be received, except to:
1. Fix the time at which to adjourn;
  2. Adjourn;
  3. Take a recess;
  4. Raise a question of privilege;
  5. Call for the orders of the day;
  6. Lay on the table;
  7. Previous question;
  8. Limit or extend the limits of debate;
  9. Postpone to a certain time;
  10. Commit or refer;
  11. Amend;
  12. Postpone indefinitely;
  13. Main motion

The last motion on the list ranks lowest and the first on the list ranks highest. When any of the above motions are immediately pending, the motions before it on the said list shall be acted on first, and the ones below shall be acted on in order. Motion #s 13, 12, 11, 10, and 9 are debatable. Motion #s 13, 11, 10, 9, 8, 3 and 1 are amendable. Motion #s 13, 11, 10, 9, 7 and 1 are subject to reconsideration.

## **RULE 16**

### **Actions of Members of the Town Council**

- 16.1 Any Council member wishing to speak shall address the President, and after the right to speak has been recognized, the member shall not be interrupted while speaking except by a call to order, or for the correction of a mistake, or yield to a member. The member shall confine remarks to the question under debate and refrain from personal comments. *No member shall speak more than once on the same question until all members desiring to speak thereon shall have done so.* There shall be no conversation among members while another member is speaking or while anyone else is speaking, while a roll call is being taken, while a paper is being read or while the President is stating a question.
- 16.2 The affirmative roll call vote of three (3) Council members shall be necessary for the passage of any ordinance. The vote upon any matter shall, upon the request of two Council members, be taken by roll call which shall be called for by the President. The “yeas” and “nays” of the Council members shall be called for individually by the Clerk and shall be recorded on the records of the Town Council. After a roll call vote has been ordered, said roll call shall not be interrupted, delayed or stopped by the President or any member of the Council for any reason whatsoever, including points of order, personal privilege or for a member to explain his or her vote. After the roll call and before the President announces the result, any member may change his or her vote. All roll calls shall be taken alphabetically, except that the name of the President of the Council shall be called last. In case of a tie vote, the motion is not carried or passed. A member may explain the vote only with the consent of the Council.
- 16.3 After the result of a vote is announced, a motion to reconsider is in order. A member who voted with the prevailing side must make the motion. Any member may second the motion. No ordinance, resolution, question or vote can be twice reconsidered.
- 16.4 Any member who realizes or anticipates a conflict of interest with respect to a matter before the Town Council for consideration should announce the intent to recuse themselves and to abstain from voting on the matter as soon as the conflict becomes apparent, and should thereafter refrain from further discussion of the matter.

16.5 Any member who believes they lack the information to make a proper vote may abstain from voting.

These rules and procedures shall take effect upon passage. The foregoing rules shall not be altered, amended, suspended or repealed at any time, except by the vote of the majority of the whole number of members elected to the Town Council.

Adopted by the Jamestown Town Council at a meeting held February 4, 2013

Attest: \_\_\_\_\_  
Cheryl A. Fernstrom, CMC, Town Clerk

Revised and Adopted by the Jamestown Town Council at a meeting held March 22, 2016

Attest: \_\_\_\_\_  
Cheryl A. Fernstrom, CMC, Town Clerk



**TOWN COUNCIL MEETING  
December 19, 2016**

**I. 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  
Lisa W. Bryer, Town Planner  
Michael C. Gray, Public Works Director  
Mary Lou Sanborn, Library Board of Trustees Chair  
Donna Fogarty, Library Director  
Peter D. Ruggiero, Town Solicitor  
Cheryl A. Fernstrom, Town Clerk

**II. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Council President Trocki called the regular meeting of the Jamestown Town Council to order at 7:13 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  
AND PROCLAMATIONS**

- A) Presentation
  - 1) Jamestown Philomenian Library Renovation Building Committee:  
Review and Update of the preliminary schematic design by Chair Paul Housberg and Architect Mohamad Farzan

Library Building Renovation Committee Chair Paul Housberg referenced the Library renovations and upgrades made 23 years ago (when there were no provisions for computers). Mr. Housberg outlined the process and challenges faced by the Committee formed in 2015, consisting of Trustees, residents, library patrons, and Town Planner. The Committee met from September 2015 to May 2016 and developed and conducted a survey with over 500 responses. Consultant Kathryn Taylor was engaged to conduct a needs assessment using the survey information. The Library is one of most used buildings in town and one of the busiest libraries in the state. From July 2015 to June 2016 over

110,000 items were circulated, over 6,500 hours spent on public computers, over 3,700 uses of the meeting rooms, and the need is upgrades and renovations is urgent for the Library to remain relevant and serve the needs of the community.

Architect Mohamad Karzan of Newport Architecture gave a presentation outlining the Work in Progress Report to the Town Council. The existing spaces reviewed were Children's Area (blue), Adult Services (green), Staff Space (brown), Support Space (white), and Circulation Area (yellow). The JPL timeline for the period June 2015 to September 2016 was highlighted. The process used to translate the information from the Library Building Program Report (by Consultant Kathryn Taylor) was reviewed and explained. Mr. Karzan showed color-coded schematic drawings for a reconfigured Library that would better serve patrons, make better use of the space, and preserve the existing building. The current Library (12,000 sq. ft.) and proposed addition (4,000 sq. ft.) and all spaces with corresponding square footage were noted. Proposed added basement space would provide storage and mechanical rooms. One proposal includes bathrooms for the playground accessed from outside. Relocated, renovated bathrooms accessible to the community space were delineated. The repurposed community space would have direct public access for after-hours events.

Discussion of the Museum artifacts ensued, which belong to the Narragansett Tribe, who are planning to memorialize and re-intern them. The Museum space is planned for repurposed staff space. The Circulation space and revised access were reviewed; Library renovations will not impact the playground space. It is anticipated final designs will be ready for the end of March. Discussion of an entrance on North Road ensued, which would be affected by plans for the area.

Jack Evans of Newport Architecture stated this is the schematic design level and the program is being refined and costs can be estimated at a later date as we approach the development phase. Discussion ensued of the proposed basement, use of the topography of the land, and why it is not the right time to estimate building costs.

Mary Lou Sanborn, Library Trustees Chair, stated earlier this year the Board of Trustees and Library Director, with the help of Public Works Director Gray, developed a six-year capital plan totaling \$705,000. It includes many items proposed for the Library, reducing the cost to taxpayers. The Town will have to Bond the project, but the intent is to have the Bond reimbursed through grants, foundations, and private donations, accomplished through a Capital Campaign Committee to be established for that purpose. The Trustees will have a public forum, finalize the design and costs, and have plans for the end of February.

Public comment.

Sue Maden of West Bay View Drive appeals to the Board of Trustees to include a special area for a local history collection.

Gayen Thompson of Grinnell Street advocates for handicapped accessibility and advises the Trustees to research unisex bathrooms so that they don't have to double the number of bathrooms due to gender. She also asked how the Narragansett's have been involved.

Trustee Mary Lou Sanborn stated the Narragansett's were informed of the renovation project and they are working together.

Councilor Meagher commented there was no knowledge of any artifacts found that would preclude construction around the Library building. It is planned that Museum artifacts belonging to the Narragansett Tribe will be re-interred on the Library/Playground property location. Town Planner Lisa Bryer stated all activities are being coordinated with the Tribe.

Gayen Thompson commented on the needs for auditorium space with growth of the senior population and their recreational needs for the future.

The Council thanked Mr. Farzan and Mr. Evans for coming this evening.

B) Resolutions

- 1) Resolution No. 2016-17: Establishment of a Community Playground Renovation Committee; review and discussion and/or potential action and/or vote, continued from December 5, 2016

**A motion was made by Councilor Mihaly with second by Councilor Meagher to waive the reading of the Resolution No. 2016-17. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

**A motion was made by Councilor Meagher with second by Councilor Dickinson to adopt the Resolution No. 2016-17. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

Councilor Meagher suggested a cooperative effort for this block of property with the Safe Routes to School, Library, and proposed memorial to have a coordinated effort and asked the Town Administrator to do this. Public Works Director Gray commented the Town is working with a surveyor and filling in the gaps to coordinate the uses and spaces.

- 2) Resolution No. 2016-18: Jamestown Police Pension; review and discussion and/or potential action and/or vote

Town Administrator Nota referenced Finance Director Collins' memorandum outlining the revisions to the Plan.

**A motion was made by Councilor Dickinson with second by Vice President White to waive the reading of the Resolution No. 2016-18. President Trocki, Aye; Vice**

**President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

**A motion was made by Councilor Dickinson with second by Councilor Mihaly to adopt Resolution No. 2016-18. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

#### **IV. PUBLIC HEARINGS, LICENSES AND PERMITS**

None.

#### **V. OPEN FORUM**

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

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

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

A) Conanicut Island Sailing Foundation: 2016 Season Report for Sea Adventure Camp and Sailing Program by Executive Director Meg Myles  
Ms. Myles reported on the successful 2016 season. A fifth boat was borrowed for the season, allowing additional spots for campers, totaling 279. We had the same staff as the past season for 2016 (who won the Excellence in Sailing Award), along with volunteer junior councilors, and most of them are expected back for 2017. The Foundation awarded 15 scholarships for 2016. The Foundation received grants, including one from West Marine, and one from the Sea Tow Foundation for 50 life jackets to promote water safety. Two water filtration systems were installed (Ft. Getty and Mackerel Cove) to reduce single-use water bottles and provide fresh drinking water for campers. The Marine Debris Program resulted in the collection of 1,790 items, mostly cigarette butts and plastic. We set up a weather station and monitored it with information available online. We hired Haley Barber as Program Director, adding to expansion of educational programs and partnering with Jamestown Recreation and the schools. It has been great working with Andy Nota and Andy Wade, and we look forward to the 2017 season.

President Trocki thanked Meg for the report. Councilor White suggested a Senior Program for the future. The Community Sailing on Wednesday was suggested for anyone interested, which is available to all, including seniors.

#### **VII. UNFINISHED BUSINESS**

None.

#### **VIII. NEW BUSINESS**

**A motion was made by Councilor Meagher with second by Councilor Dickinson to move up Agenda item B) to be addressed first as there are a number of people here for this item. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

President Trocki stated the Council appreciates letters of interest and credentials from Town officials and thanked them for their hard work and efforts.

- B) Town Appointed positions:
  - 1) Town Solicitor/Prosecutor; review and discussion and/or potential action and/or vote
    - a) Letter of interest to continue to serve
      - i) Ruggiero Brochu & Petrarca

A letter of interest was received from Ruggiero Brochu & Petrarca to continue to serve, as well as a letter from Archer and Foppert to serve in this capacity, and we thank them both.

Councilor Dickinson stated he would like to keep some consistency and Vice President White agreed; when you have something good you should keep it. Councilor Mihaly also agreed. President Trocki agreed, and stated she has faith in their guidance and leadership and thanks them for going above and beyond. Councilor Meagher added that we are getting a bargain for the services provided compared to other communities.

**A motion was made by Councilor Dickinson with second by Vice President White to reappoint Ruggiero Brochu & Petrarca as Town Solicitor and Prosecutor. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

- 2) Probate Judge; review and discussion and/or potential action and/or vote
  - a) Letter of interest to continue to serve
    - i) J. Peter McGuirl, Esq.

**A motion was made by Vice President White with second by Councilor Mihaly to reappoint J. Peter McGuirl, Esq. to continue as Probate Judge. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

All Council members agree and congratulate him for his over 25 years of service.

- 3) Town Sergeant; review and discussion and/or potential action and/or vote
  - a) Letter of interest to continue to serve
    - i) Fred F. Pease

The Council appreciates and thanks him for his services.

**A motion was made by Councilor Meagher with second by Vice President White to reaffirm Fred Pease as Town Sergeant. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

- 4) Bond Counsel; review and discussion and/or potential action and/or vote
  - a) Letter of interest to continue to serve
    - i) Taft & McSally, LLP

President Trocki commented this is an important role and we appreciate the efforts and attention given to this community.

**A motion was made by Councilor Mihaly with second by Councilor Dickinson to reaffirm Taft & McSally as Bond Counsel. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

- A) Business License Application and Approval Procedures; review and discussion and/or potential action and/or vote

President Trocki referenced the memorandum from the Town Clerk to the Town Administrator regarding business licenses, including Liquor, Victualing, Entertainment, Pinball and Video, Holiday, Trash Collector, and Private Investigator. It outlined the numerous activities, revised procedures, how it fits in with requirements on the State and local level, and future e-permitting procedures. The Town Administrator's memorandum was also referenced and discussed.

Town Administrator Nota stated a lot of information was given to the Council and he has worked with the Clerk, Inspectors, and department heads to shed some light on the approval process and important areas. There are some consequences to continuing the current process of acquiring signatures for approvals. We learned that inspections are not done at the time of license approval and they are done year-round. The reasons why the conditional approval process is in place was explained. It was assumed that approvals are signed and are fresh approvals, but it is not the case as many activities occur on an annual basis. Signature requirements are imposed by the community, and the confusion that occurred was prompted by the signature requirement as opposed to conditional approval. Inspections had been done but not yet signed, as we have part time employees. License renewals also include State requirements, and licenses are not issued if those requirements are not met.

Councilor Dickinson commented that licenses should not be before the Council if they are deficient in any way and it should be a matter of courtesy that inspectors and applicants are informed of any deficiencies. There should be a central system that an applicant can use to apply for licenses and inspectors approve online, streamlining the

process. Town Administrator Nota stated this has not been implemented and is proposed by the statewide Municipal e-permitting initiative. The Town will work with the Commerce Corporation and the Consultant engaged who will evaluate our system to help streamline all aspects of the process using the Viewpoint Solutions software. The Council can use the information going forward to determine if the Town licensing procedure can be improved. The Town applied to be a pilot community, but the program currently underway is focusing on the larger communities first. The Commerce Corporation and Viewpoint covers the cost of the program for the first year, and after that the Council can evaluate cost factors for a future consideration.

Councilor Mihaly commented on follow-up with inspectors and licensees so that we don't have any confusion. President Trocki thought that part of this discussion was to determine whether we want to go back to the policy of granting conditional approvals, as other communities do. Councilor Meagher stated the new policy was instituted at the request of Councilor Tighe out of an abundance of caution with the potential for some issues falling through the cracks. She is sympathetic to the conditional approval, but she would like assurances that there are no slip-ups. President Trocki stated we should let our town staff do their job and make sure it is done well. Perhaps there is another format that could be followed. Discussion continued.

Councilor Dickinson asked if the Town has looked at an electronic permitting system. Town Administrator Nota stated not yet, we are looking at the e-permitting system through Viewpoint. If this isn't appropriate, we will look elsewhere. In our evaluation the most streamlined process for staff and businesses is to conditionally approve the licenses and let the staff handle it. We did not have any problem before this policy. The timeline is compliance by December 1<sup>st</sup>. In the past some Certificates of Good Standing from the State were not received until November 30<sup>th</sup>, and licenses were not issued in the past due to the lack of State compliances. We are trying to find a procedure that works and define the responsibilities that are assigned for all parties. Councilor Mihaly stated we can find a process that is comfortable for everyone. Vice President White has confidence in our town staff. Discussion continued.

**A motion was made by Councilor Mihaly with second by Vice President White to go back to the conditional approvals.**

Discussion. The Council needs to make sure that everything is in place prior to license approvals. The Council can be informed of approvals and why some applications are deficient at the last meeting in November to keep them informed of the process.

Back to the vote on the motion. **President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Nay; Councilor Meagher, Aye; Councilor Mihaly, Aye. Motion pass by a majority vote in the affirmative.**

## **IX. ORDINANCES AND APPOINTMENTS AND VACANCIES**

- A) Vacancies; review and discussion and/or potential action and/or vote
  - 1) Jamestown Housing Authority (One vacancy with an unexpired five-year term ending date of December 31, 2017); duly advertised
    - a) Letter of interest for appointment
      - i) Barbara Szepatowski

**A motion was made by Councilor Mihaly with second by Councilor Dickinson to appoint Barbara Szepatowski to the Housing Authority. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

Barbara Szepatowski of Riptide Street, who also serves on the Affordable Housing Committee, was in attendance and stated her hope is to have the two organizations work together.

- 2) Jamestown Tax Assessment Board of Review – Alternate (One vacancy with a one-year term ending date of May 31, 2017); duly advertised; no applicants
- 3) Jamestown Tree Preservation and Protection Committee (One vacancy with an unexpired three-year term ending date of December 31, 2017); duly advertised; no applicants
- 4) Jamestown Juvenile Hearing Board – Alternate (One vacancy with an unexpired two-year term ending date of December 31, 2017); duly advertised
  - a) Letter of interest for appointment
    - i) Michael Lichtenstein

Council members commented on the credentials and recommendations for Michael Lichtenstein.

**A motion was made by Vice President White with second by Councilor Meagher to appoint Michael Lichtenstein to the Juvenile Hearing Board vacancy. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

President Trocki urges citizens to come forward and apply for vacant positions. Advertising of vacancies will continue.

- B) Expiring Terms; review and discussion and/or potential action and/or vote
  - 1) Beavertail State Park Advisory Committee (One term with a three-year term ending date of December 31, 2016); duly advertised
    - a) Letter of interest for reappointment
      - i) Barbara Szepatowski
    - b) Letter of interest for appointment
      - ii) Job Toll



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

- 2) Jamestown Conservation Commission (Three terms with three-year term ending dates of December 31, 2016); duly advertised
  - a) Letters of interest for reappointment
    - i) Joyce Antoniello
    - ii) Anne Kuhn-Hines
    - iii) George Souza

**A motion was made by Councilor Meagher with second by Councilor Dickinson to reappoint Joyce Antoniello, Anne Kuhn-Hines, and George Souza to the Conservation Commission. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

- 3) Jamestown Harbor Commission (Two terms with three-year term ending dates of December 31, 2016); duly advertised
  - a) Letter of interest for reappointment
    - i) David Cain
  - b) Letter of resignation
    - i) Bruce Dickinson

**A motion was made by Councilor Dickinson with second by Vice President White to accept the resignation of Bruce Dickinson and send him a letter of thanks for his services. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

**A motion was made by Councilor Dickinson with second by Vice President White to reappoint David Cain to the Harbor Commission. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

- 4) Jamestown Housing Authority (One term with a five-year term ending date of December 31, 2016); duly advertised
  - a) Letter of interest for reappointment
    - i) Valerie Malloy

**A motion was made by Councilor Dickinson with second by Vice President White to reappoint Valerie Malloy to the Housing Authority. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

- 5) Jamestown Juvenile Hearing Board (One term with a three-year term ending date of December 31, 2016); duly advertised

- a) Letter of interest for reappointment
  - i) Agnes C. Filkins

**A motion was made by Councilor Dickinson with second by Vice President White to reappoint Agnes C. Filkins to the Juvenile Hearing Board. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

- 6) Jamestown Library Board of Trustees (Two terms with three-year term ending dates of December 31, 2016); duly advertised
  - a) Letters of interest for reappointment
    - i) Paul Housberg
    - ii) Peter Carson
  - b) Letter of interest for appointment
    - i) Lisa Carlisle

**A motion was made by Councilor Meagher with second by Councilor Dickinson to reappoint Paul Housberg and Peter Carson to the Library Board of Trustees. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

The application of Lisa Carlisle, who is an architect, was noted and it is the Council's hope that if there is a Committee to address the coordinating of the Library/Playground property, she would be excellent member.

- 7) Quonset Development Corporation Board of Directors (One term with a three-year term ending date of December 31, 2016); duly advertised
  - a) Term Limit reached
    - i) James Rugh
  - b) Letter of interest for appointment
    - ii) Job Toll

**A motion was made by Councilor Meagher with second by Councilor Mihaly to appoint Job Toll to the Quonset Development Corporation. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

A letter of thanks will be sent to Jim Rugh for his services.

- 8) Jamestown Tree Preservation and Protection Committee (Two terms with three-year term ending dates of December 31, 2016); duly advertised; no applicants
  - a) Term limit reached
    - i) John Collins

**A motion was made by Councilor Dickinson with second by Vice President White to send a letter of thanks to John Collins for his service on the Tree Committee. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

- 9) Jamestown Zoning Board of Review – Member (One term with a five-year term ending date of December 31, 2016); duly advertised
  - a) Letter of interest for appointment
    - i) Terrence Livingston – 1<sup>st</sup> Alternate to move up to
- 10) Jamestown Zoning Board of Review – Alternates (Three terms with a one-year term ending date of December 31, 2016); duly advertised
  - a) Letter of interest for reappointment
    - i) Edward Gromada – move up to 1<sup>st</sup> Alternate
    - ii) Marcy Coleman – move up to 2<sup>nd</sup> Alternate
  - b) Letter of interest for appointment
    - i) Judy Bell – Full member – requesting to serve as Alternate – 3<sup>rd</sup> Alternate

**A motion was made by Councilor Meagher with second by Councilor Dickinson to appoint 1<sup>st</sup> Alternate Terrence Livingston to the Zoning Board Member position, appoint Edward Gromada 1<sup>st</sup> Alternate, Marcy Coleman 2<sup>nd</sup> Alternate, and Judy Bell who is a Member to the 3<sup>rd</sup> Alternate position. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, 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 Mihaly with second by Vice President White 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:

- A) Adoption of Council Minutes
  - 1) December 5, 2016 (work session)
  - 2) December 5, 2016 (regular meeting)
  - 3) December 5, 2016 (executive session)
- B) Minutes of Boards/Commissions/Committees
  - 1) Jamestown Harbor Commission (11/09/2016)
- C) Abatements/Addenda of Taxes
  - Total Abatements: \$28,976.86      Total Addenda: \$22,783.93

- 1) Motor Vehicles – Abatements to 2016 Tax Roll
 

<u>Account/Abatement Amount</u>	
a) 15-0357-68M	\$ 115.71
- 2) Real Property/Tangible – Abatements to 2016 Tax Roll
 

<u>Account/Abatement Amount</u>	
a) 01-0001-65	\$7,089.33
b) 02-0116-75	\$2,008.84
c) 04-0160-01	\$ 122.69
d) 04-0739-00	\$ 134.71
e) 04-0863-01	\$ 780.78
f) 07-0004-40	\$7,076.36
g) 08-0154-75	\$1,537.80
h) 12-0300-02	\$ 331.19
i) 13-0097-60	\$2,874.84
j) 13-1092-00	\$ 408.41
k) 13-2194-07	\$4,048.90
l) 19-0417-85	\$ 85.80
m) 19-1230-00	\$ 78.08
n) 20-0606-22	\$ 258.26
o) 23-0109-26	\$2,025.16
- 3) Real Property/Tangible - Addenda to 2016 Tax Roll
 

<u>Account/Addenda Amount</u>	
a) 03-1117-02	\$2,008.84
b) 04-1037-00	\$7,076.36
c) 08-0181-00	\$2,874.84
d) 16-1303-10	\$7,089.33
e) 19-0417-85	\$1,709.40
f) 23-0109-50	\$2,025.16
- D) Finance Director’s Report

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

Councilor Dickinson requests John Recca’s letter be on the next agenda under Communications. The letter of Collinslaw.org is removed from the Communications.

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

The Communications accepted consists of the following:

- A) Communications
  - 1) Notice of Statewide Planning Program for Rulemaking and Public Comment Hearing: December 20, 2016, 5:30 p.m., Conference Room A, One Capitol Hill, Providence

- 2) Letter of Colinslaw.org requesting waiver of Pavilion rental fee for annual car show fundraiser on June 25, 2017 at Fort Getty
- 3) Memorandum of National School Choice Week requesting Town Council adoption of Proclamation declaring January 22-28 School Choice Week in Jamestown
- 4) Letter of interest of Archer & Foppert requesting consideration for the Town Solicitor position
- 5) Request of Mark Baker for the February 6, 2017 agenda for Council consideration for enactment of an ordinance declaring Jamestown as a Sanctuary City
- 6) Request of the Town of Burrillville for a Town Council Resolution opposing the siting of the Clear River Energy Center in Burrillville

**A motion was made by Councilor Meagher with second by Councilor Dickinson to place the request of Collislaw.org on the next agenda. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

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

The Council would like to see Rules and Procedures and Appointments and Vacancies on the January agenda, and in the near future have the Target Shooting Ordinance on the agenda. Solicitor Ruggiero suggests forwarding to the Clerk items Council members would like to see included on future agendas.

## **XIII. EXECUTIVE SESSION**

None.

## **XIV. ADJOURNMENT**

**A motion was made by Councilor Mihaly with second by Councilor Meagher 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 8:49 p.m.

Attest:

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Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:     Town Council  
                  Town Administrator  
                  Finance Director  
                  Town Solicitor



**TOWN COUNCIL SPECIAL MEETING  
December 19, 2016**

**I. 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  
Peter D. Ruggiero, Town Solicitor  
Lisa W. Bryer, Town Planner  
Michael C. Gray, Public Works Director  
Christopher Costa, Building/Zoning Official  
Buddy Croft, RITBA Executive Director  
Eric Offenber, RITBA Director of Engineering  
Cheryl A. Fernstrom, Town Clerk

**II. CALL TO ORDER**

Council President Trocki called the special meeting of the Jamestown Town Council to order at 6:03 p.m. in the Town Council Chambers of the Jamestown Town Hall at 93 Narragansett Avenue.

**III. NEW BUSINESS/EXECUTIVE SESSION**

- A) Pursuant to RIGL §42-46-5(a) Subsection (2) potential litigation (RITBA solar array project); review and discussion and/or potential action and/or vote in executive session and/or open session
- B) Pursuant to RIGL §42-46-5(a) Subsection (1) personnel (Town Administration/Library Board of Trustees and Library staff relations and interactions and proposed MOU); review and discussion and/or potential action and/or vote in executive session and/or open session

**A motion was made by Councilor Dickinson with second by Councilor Meagher to enter into Executive Session at 6:04 p.m. pursuant to RIGL §42-46-5(a) Subsection (2) Potential Litigation and Subsection (1) Personnel.**

**Pursuant to RIGL §42-46-5(a) Subsection (2) Potential Litigation and Subsection (1) Personnel, the following vote was taken: President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly,**

**Aye.**

The Town Council reconvened the special meeting at 7:08 p.m. President Trocki announced that the Council voted to recess the Executive Session and reconvene after the conclusion of the regular meeting.

The Town Council reconvened the special meeting at 8:50 p.m.

**A motion was made by Councilor Dickinson with second by Councilor Meagher to re-enter the Executive Session pursuant to RIGL §42-46-5(a) Subsection (2) Potential Litigation and Subsection (1) Personnel.**

**Pursuant to RIGL §42-46-5(a) Subsection (2) Potential Litigation and Subsection (1) Personnel the following vote was taken: President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

The special meeting was reconvened at 9:51 p.m. President Trocki announced that no votes were taken in the Executive Session.

**A motion was made by Councilor Meagher with second by Vice President White to seal the Minutes of the Executive Session. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

#### **IV. ADJOURNMENT**

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

The special meeting was adjourned at 9:52 p.m.

Attest:

---

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:     Town Council  
                  Town Administrator  
                  Finance Director  
                  Solicitor





**Town of Jamestown  
Tax Assessor**

**93 Narragansett Avenue  
Jamestown, RI 02835**

**Phone: 401-423-9802  
Email: kgray@jamestownri.net**

To: PRESIDENT, JAMESTOWN TOWN COUNCIL

From: JAMESTOWN TAX ASSESSOR

Subject: ABATEMENTS/ADDENDA OF TAXES FOR THE **JANUARY 3, 2017** MEETING

**REAL PROPERTY/TANGIBLE ABATEMENTS TO 2016 TAX ROLL**

#01-0305-00 Anderson, Carol	Plat 4, Lot 29 – Tax Appeal – Reduced land value based on wetlands	\$831.40
#02-0110-00 Balzer Irrevocable Trust	Plat 8, Lot 37 – Tax Appeal – Reduced value based on Condition	\$106.39
#02-0112-00 Balzer, Paul Jr. & Janice M.	Plat 8, Lot 16 – Tax Appeal – Reduced value based on Grade & Condition	\$279.71
#02-0610-00 Berry, David E. & Mary E.	Plat 9, Lot 730 – Tax Appeal – Reduced assessment based on proximity to water towers	\$239.38
#03-0420-00 Caswell, James W. & Caroline J.	Plat 7, Lot 103 – Property transfer 12-12-16 to Account #03-0197-43	\$3,887.86
#03-1414-20 Cox, Thomas C. & Caryl P.	Plat 14, Lot 395 – Property transfer 12-14-16 to Account #11-0354-97	\$3,093.36
#04-0231-02 Dawson, Judith L.	Plat 8, Lot 524 – Property transfer 12-9-16 to Account #07-1000-91	\$2,550.51
#06-0500-07 Furtado, Edward F. & Claire E.	Plat 8, Lot 318 – Tax Appeal – Reduced assessment based on condition	\$94.38
#10-0380-00 Joyce, Mary Ann	Plat 9, Lot 379 – Tax Appeal – Reduced assessment based on proximity to water towers	\$60.06
#11-0043-06 Kane, Braden B. Jr. & Donna L.	Plat 3, Lot 541 – Tax Appeal – Reduced assessment based on neighboring rental property	\$205.06
#12-0447-26 Lemoi, Lettie	Plat 14, Lot 94 – Property transfer 12-12-16 to Account #16-0689-75	\$2,329.74
#13-0687-00 Master Pizzi Holdings, LLC	Plat 16, Lot 185 – Property transfer 12-13-16 to Account #01-0262-00	\$561.13
#13-1726-00 Minus, David & Rebecca	Plat 8, Lot 763 – Tax Appeal – Reduced assessment based on condition	\$201.63
#13-1945-00 Moon, Heidi Keller Family LP	Plat 8, Lot 170-1C – Tax Appeal – Reduced assessment based on neighboring sales	\$140.71
#18-0176-00 Rembijas, Richard J., Trustee & Elena V.	Plat 9, Lot 612 – Tax Appeal – Reduced assessment based on Grade	\$178.46
#18-0222-00 Renaud, Michael T. & Megan E.	Plat 3, Lot 130 – Tax Appeal – Reduced assessment based on condition	\$519.09
#20-0606-22 Turley, Hazel B. (Life Estate)	Plat 3, Lot 130 – Tax Appeal – Reduced assessment based on condition	\$258.26

**REAL PROPERTY/TANGIBLE ADDENDA TO 2016 TAX ROLL**

#01-0262-00 A.M.S. Development Corp.	Plat 16, Lot 185 – Property transfer 12-13-16 from Account #13-0687-00	\$561.13
#03-0197-43 Carll, Stephen J.	Plat 7, Lot 103 – Property transfer 12-12-16 from Account #03-0420-00	\$3,887.86
#04-0946-00 Dugan Robert O. & Barry, Lynn E.	Plat 8, Lot 27 – New Construction – Prorated 44 days – New Value \$809,000	\$314.11
#07-0657-90 Goodman, Jonathan H. & Henry, Robin	Plat 12, Lot 217 – New Construction – Prorated 253 days – New Value \$4,556,800	\$2,421.12
#07-1000-91 Grippi, Dianne	Plat 8, Lot 524 – Property transfer 12-9-16 from Account #04-0231-02	\$2,550.51
#11-0354-97 Kinzel, Jennifer Blythe	Plat 14, Lot 395 – Property transfer 12-14-16 from Account #03-1414-20	\$3,093.36
#16-0689-75 Philcox, Ashley	Plat 14, Lot 94 – Property transfer 12-12-16 from Account #12-0447-26	\$2,329.74
#19-0962-06 Slingluff, Duval C. & DiGaspar, Gregory	Plat 8, Lot 203 – New Construction – Prorated 79 days – New Value \$1,472,100	\$616.91
#20-0022-00 Taji, Shannon Stuart Blair	Plat 15, Lot 254 – New Construction – Prorated 59 days – New Value \$657,100	\$324.96

<b>TOTAL ABATEMENTS</b>	<b>\$15,537.13</b>
<b>TOTAL ADDENDA</b>	<b>\$16,099.70</b>

RESPECTFULLY SUBMITTED,

*Kenneth S. Gray*KENNETH S. GRAY,  
TAX ASSESSOR

RECEIVED  
TOWN OF JAMESTOWN, R.I.  
16 DEC 28 AM 10:08

TO: Honorable Town Council

FROM: Nick Robertson

SUBJECT: Town Administrator

DATE: 12/26/16

I've read in the Jamestown Press that the Town Administrator's review is incomplete. I would ask that the Town Council complete this review as expediently as possible.

I've had the opportunity to work with Andy Nota on a number of issues and found him to be very professional, knowledgeable and even handed. But above all, he puts the interest of Jamestown in the forefront.

As Town Administrator, he is called on from time to time to make very hard decisions. Some of these may be very unpopular on occasion; not all will be satisfied with the decision that he makes. I believe Andy Nota has the ability and experience to make these decisions in a professional manner. Jamestown will reap the benefit of this administrator's ability and experience.

I would like to commend Andy Nota for a job well done and thank him for his service to Jamestown. I would hope his tenure would be long and rewarding for both Andy and Jamestown as well.

Nick Robertson  
109 Carr Lane  
Jamestown, RI 02835





## Cheryl Fernstrom

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**From:** John Recca [jsrecca@yahoo.com]  
**Sent:** Friday, December 02, 2016 12:10 PM  
**To:** trockijamestowntc@gmail.com; mgblanco@cox.net; dickinsonjamestowntc@gmail.com; Meagherjamestowntc@gmail.com  
**Cc:** Andrew Nota; Cheryl Fernstrom  
**Subject:** Comments re: November 7th, 2016 Town Council Meeting

Dear Members of the Town Council, Town Administrator, Town Clerk, and the Chiefs of the Jamestown Fire Department;

[PLEASE, WILL ONE OR ALL OF YOU FORWARD THIS LETTER TO COUNCILMAN MIHALY, AS AT THE TIME I WRITE THIS, HIS E-MAIL IS NOT ON THE TOWN WEBSITE AS YET.]

I write this letter to dispel any misconceptions of my oral comments to the Town Administrator last week in the Town Clerk's office, as well as to convey my observations and thoughts re the November 7th Town Council Meeting at which the local liquor licenses were conditionally approved.

You will all notice I have copied the 4 Chiefs of the Jamestown Fire Department, so that they we will hear first hand my thoughts.

Let me volunteer that the forum in which the conversation between myself and Andy Nota took place was less than ideal. I was simply picking up, and paying for my licenses and Andy happened to be present. The discussion which ensued should have taken place in an office or by letter, not in public view and in front of town employees, and for that I apologize.

To begin, and let me be clear, I never called for the dismissal of any town official or that of the JFD. I did, however, in no uncertain terms suggest that had lapses similar to those that occurred during the Liquor License renewal period, occurred in private industry, that there would more than likely be firings of those involved.

For over 30 years, the last eight as a business owner, I have enjoyed what I hope is a mutual, excellent relationship with the JFD. I have contributed often to their fundraising efforts, I contributed a significant amount towards the purchase Marine One, the Fire and Rescue boat. I and my business' have hosted and or contributed to many of their annual Holiday Parties. I supported their successful efforts to expand their operational footprint in the downtown area. I believe they perform a very, very important function in this community and they do it with great professionalism and they should be commended for it far more often than they are. They are an essential part of this community.

As for the Town Council Meeting of November 7th, 2016.

The fact that the licenses were "Conditionally Approved" makes much of this discussion moot.

The issue would have been far more detrimental if, as has been the case in the past, the licenses were not approved on a conditional basis, and the matter continued to a later date.

The practical matter is simple.

As liquor license holders we rely on those licenses to legally open our doors for business. We are required to submit the renewal packets sometime around the second or third week in September. Depending on Council meeting dates in November, that gives the various state and town agencies and departments and the Clerk's Office, anywhere from 5 to 7 weeks to complete their due diligence.

If issues should arise during this renewal period we, as business owners, need to be informed so we can rectify any deficiencies prior to the Town Council vote.

On three separate occasions during this year's renewal period I visited the Town Clerk's office to inquire about the progress of my renewals. On the first two occasions I was informed that the State of RI had not signed and delivered the Certificate of Good Standing, clearing the way for both of my license renewals.

On the third occasion, I was informed by the Clerk's office that all was in order and there were no issues with my renewals and that there should be no problems at the Town Council meeting.

If signatures were missing, all the Clerk's office had to do was inform me of this, and I would have been able to contact the office which was missing and attempt to rectify the situation and avoid any problems with renewal.

If we are submitting renewal packets in September, it seems ludicrous to me to have to wait until the first or second week in November to learn at a Town Council Meeting, whether I have a clean renewal or not.

If I were informed of a deficiency, by the act of non-approval at an early November meeting, that allows me only 2 to 3 weeks to rectify the issue and get the approval back onto a Town Council Meeting Agenda prior to the November 30th state imposed deadline for renewal. In many cases that is not enough time to act.

This entire discussion would not be occurring, if the Town Clerk's office had simply informed me of a missing signature on my renewal applications. I would have chased down the official in question and either secured the signature or been notified of the reason for it's omission, allowing me time to rectify the issue prior to the Town Council Meeting.

There were other less important items mentioned as part of the discussion between myself and Administrator Nota. Questions about the placement of the Alcohol Licenses on the Agenda, and whether Alcohol and Victualling and Entertainment could be placed closer together on the Agenda etc. Questions about the timing of Holiday licenses being renewed in February. These are perhaps topics for a later discussion.

My principle purpose for writing this letter is to unequivocally, without any reservation, affirm my continued support of the Jamestown Fire Department, it's rank and file volunteers as well as it's current officers. I totally support their mission and the job they do so well.

Secondly, I apologize to the Town employees in the Clerk's office for their having to listen to and witness what was certainly an inappropriate display on my part.

Thirdly, I would offer my apologies to Andy Nota, for allowing the discussion in question to escalate to the point where it has. It was not my intention to create a town wide incident. I was simply venting frustration at small town bureaucracy. It was inappropriate and ill-timed.

Hopefully this letter will bring this issue to a close.

Happy Holidays to you all.

Sincerely,

John Recca