# TOWN COUNCIL MEETING

**April 3, 2017**

# 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

Lisa R. Bryer, Town Planner

Michael C. Gray, Public Works Director

Edward A. Mello, Police Chief

Andrew J. Wade, Parks and Recreation Director

Peter D. Ruggiero, Town Solicitor

Cheryl A. Fernstrom, Town Clerk

# CALL TO ORDER, PLEDGE OF ALLEGIANCE

Council President Trocki called the regular meeting of the Jamestown Town Council to order at 7:06 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and Councilor Dickinson led the Pledge of Allegiance.

# TOWN COUNCIL SITTING AS THE BOARD OF

# WATER AND SEWER COMMISSIONERS

None.

# ACKNOWLEDGEMENTS, ANNOUNCEMENTS, RESOLUTIONS

# AND PROCLAMATIONS

## Proclamation

### No. 2017-08: Declaring Friday, April 28, 2017 “Arbor Day” in Jamestown; review and discussion and/or potential action and/or vote

President Trocki read the Proclamation.

**A motion was made by Councilor Mihaly with second by Councilor Meagher to adopt Resolution No. 2017-08. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

# PUBLIC HEARINGS, LICENSES AND PERMITS

## One Day Event/Entertainment License Application; review and discussion and/or potential action and/or vote

###  Applicant: Payton Elizabeth Watson Memorial Foundation

 Event: Payton’s Pace 5K Run/Walk

 Date: May 21, 2017

 Location: Fort Getty, Pavilion, and Streets of Jamestown

#### Request for Waiver of Pavilion Rental Fee

**A motion was made by Councilor Meagher with second by Vice President White to grant the application for Payton’s Pace and waive the Pavilion rental fee. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

###  Applicant: Quononoquott Garden Club

 Event: Annual Plant Sale

 Date: May 20, 2017

 Location: Ft. Getty Pavilion

#### Request for Waiver of Pavilion Rental Fee

**A motion was made by Councilor Dickinson with second by Councilor Meagher to approve the application for Quononoquott Garden Club and waive the Pavilion rental fee.** **President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

#  OPEN FORUM

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

## Scheduled to address.

## None.

## Non-Scheduled to address.

Gary Girard of Seaside Drive referenced and read the letter of the Taxpayers Association of Jamestown regarding the 2017-2018 budget. He commented on the completeness of the budget document and the outstanding job done by the Town Administrator in its preparation. He asked the Council to review the 2.3% budget increase that exceeds the 1.5% rate of inflation for 2016.

Gayen Thompson of Grinnell Street thanked the Council, Administration, Recreation Department and Senior Center staff for a wonderful year. She noted program expansion and increased attendance for activities and meals. With the new level of enthusiasm, the noise level has also increased. She asked the Council to install acoustic tiles sooner in the renovation project to lower the current noise level.

# COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS

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

### Town Administrator’s Quarterly Report - Local Project Initiatives and Town Department Updates

President Trocki thanked Mr. Nota for the very thorough quarterly report and recommends the public view it on the Town website to see what is going on in town and what our Town departments are doing. Council members agreed.

Town Administrator Nota highlighted ongoing projects and initiatives including:

* Fort Getty Facility rehabilitation/replacement
* Mackerel Cove portable restroom and equipment storage pavilion (work performed by town staff
* East Ferry Parking area restoration
* Playground Restoration project and parking
* Lawn Avenue Recreation project
* Target Shooting public hearing – April 10, 2017 – comments & communications to be listed on agenda
* Solar Array Project discussions
* Golf Course facility
* Transfer Station replanting
* Grant Applications
* RI Foundation grant – Lyme Disease education and prevention ($5,500)
* RI Commerce Corp. Main infrastructure grant – planned improvements at East Ferry (50% total project costs estimated at $300,000)
* RIDEM small grant for Playground Renovations ($100,000 – awarded)
* RIDEM large grant for rehabilitation of Lawn Avenue recreational complex ( $400,000 – awarded)
* Budget Development process – FY 2017-2018 operating, capital and school budgets – budget adoption April 17th
* Transfer Station buildings and grounds – repairs/restoration of building exterior, landscape plan, & entryway (majority of funding from private sources; work performed by town staff)
* Fiber Cabling project – Fire Department to Police Department to Highway & Wastewater; possible tie-in to RITBA facility
* Public ROW Review & CRMC Maintenance Assents
* RI Commerce Corp “LEAN” professional development training for town staff – funding by RI Commerce Corp. (includes business licensing)
* Police Department – 3 patrol officer vacancies, accreditation mock assessment underway, union negotiations commencing
* Harbor Division – West Ferry pilings replacement & Harbormaster preparation for new season
* Fire Department – station renovation & expansion project, pumper truck & rescue delivered
* Tax Assessment Department – appeal hearings completed
* Planning Department – Sustainability Program Phase 1 completed, affordable housing opportunities under review, RI Foundation Centennial Grant/Native American memorial and signage ongoing & Safe Routes to School Grant plans review ongoing
* Public Works Department – seasonal maintenance including catch basin cleaning, grading, street sweeping, tree removals, Mackerel Cove pavilion, Transfer Station, Water Treatment plant, hydrant flushing, collection system piping, & annual reporting to RIDEM and EPA
* Library – program collaboration with Senior Center and Parks & Recreation, Summer Reading Program, and potential Library renovations
* Parks and Recreation – Spring Programs begin, Summer Program planning, seasonal work applications being accepted, online registration staff training, Playground Renovation Committee meeting weekly, Teen Center/Police Department Dodgeball Tournament, Lawn Avenue project, outdoor athletic field preparation, baseball/softball opening day April 29, Fort Getty seasonal preparations, support for Taylor Point Restoration, Earth Day cleanup & Recreation Center 75th Anniversary Celebration

Council members comment on the completeness of the report and the fine projects and work underway by Town departments. The public was urged to view the full report on the town website.

## Tax Assessment Board of Review Annual Report for FY 2017

Town Administrator Nota reviewed the report containing appeals (13), assessment reductions (7), assessments unchanged (6), assessment reductions granted ($382,200), and total abatements issued ($2,157.01).

Discussion ensued of upcoming sessions with Town departments at the second meeting of the month.

# UNFINISHED BUSINESS

##  Golf Course presentation and update: Public Works Director Michael Gray and Town Planner Lisa Bryer; review and discussion and/or potential action and/or vote

Public Works Director Gray and Town Planner Bryer gave a synopsis of events to date for the golf course project and the plans developed by Architect Bill Burgin (in attendance). The Construction Cost Summary prepared by Farrar & Associates based on architect Burgin’s conceptual drawings was referenced, including its completeness and detail. Mr. Gray praised the professionalism of Farrar & Associates and the accuracy of their work.

Mr. Gray gave a PowerPoint presentation and overview of the project to date, including the January 17, 2017 presentation. The drawings show existing clubhouse, existing golf course, parking, location for a new facility, golf course storage, 1st tee, maintenance shed, and open space. The proposed building program is based on what currently exists. The Council supported the construction of a new clubhouse. Golf Course support space is 1,900 square feet, porches and decks 1,800 square feet, golf cart storage 2,500 square feet, for Total Golf Support of 6,200 square feet. Community/shared space was reviewed, including multipurpose area, catering kitchen, circulation and storage for a total of 1,650 square feet, community porches/decks of 1,200 square feet for total community space of 2,850 square feet. Total finished space is 3,550 square feet, total porches/decks/terrace area 3,000 square feet, and golf cart storage/event space 2,500 square feet for Total Clubhouse and Community Space of 9,050 square feet. Mr. Gray detailed the proposed spaces and uses for the operator, proposed activities, storage, and community/shared space. Based on the square footage footprint we were looking at a $2 million base building. The annual golf course lease of $175,000 covers the annual debt service of $145,000 for the base building.

Conceptual drawings/plans were further reviewed, including views from various directions and elevations depicting the clubhouse, roofline, parking area, gazebo, golf cart storage, decks, grade, golf course, walkout, lounge area, shared public space, 1st tee, cooking area, and outdoor seating. The minimum program footprint for the base building is displayed as B without a walkout, deck, or covered golf court storage, as this could not meet the $2 million. The golf cart storage would exist but not covered. Councilor Dickinson questioned why the common area wasn’t removed to meet the target $2 million cost. Councilor Meagher noted a future golf course tenant may wish to have more than a 40 seat restaurant. Removed is the basement common area, elaborate cart storage, and the building is pushed down so that it is more at grade. This is a bare bones facility that focuses on the golf course operation.

Mr. Gray commented on the estimate and alternates:

 Base Building at grade (including 3% contingency) $1,910,725

 Alternate 1 Gazebo and Chimney $ 109,140

 Alternate 2 Cart Storage Structure $ 225,556

 Alternate 3 Walk-out Basement & Deck $ 499,064

 Alternate 4 Second Floor $ 772,912

Lengthy explanation and discussion ensued. It was noted Alternate 3 cannot be added later due to the structural requirements. Town Administrator Nota explained the debt service of $180,000 annually needed for a $2.5 million project, and the $190,000 for the Golf Course in the capital program. Council discussion continued whether to build what is desired or what is in the original price range, the basement offers flexibility for the future and is money well spent, and golf court storage is needed. Public Works Director Gray commented the design is not extravagant and meets the needs of today. Discussion ensued of holding off finishing certain areas and what could be left undone and/or done in house to produce a building for the future. Discussion ensued of the cost for an unfinished second floor, finishing the kitchen area, and making the first floor complete. President Trocki thanked Mr. Gray for the realistic figures. We have the opportunity to do the project right and need time to digest the presentation and the 54 page detailed project cost analysis. Mr. Nota stated next steps involve continuing this discussion to the April 17th or May 1st meeting, and an FTM vote.

Councilor Dickinson would like to see us develop the space properly; don’t rush to meet the FTM deadline, as we need time to properly present it to the voters for this to pass. Town Administrator Nota reviewed options. Public Works Director Gray stated the analysis gives us confidence the costs for the new building would be supported by the lease. President Trocki commented we will continue this to the April 17th agenda.

Donald Richardson of Davis Street asked if the voters of Jamestown will have a chance to vote on this. He was informed they will. He also asked if the cost of maintenance-free siding could be determined, as the prior facility was not maintained properly.

Councilor Meagher stated the Town of Jamestown is much better at maintaining facilities, especially under Public Works Director Gray’s tenure. The Golf Course building (built in 1902) was already suffering at the time it was purchased.

Mr. Richardson commented on European buildings with quality materials that last for thousands of years. Council members agreed, and that would be wonderful.

Derrick Blackman of Lincoln Street asked if there would be a transcript of this meeting available. Mr. Blackman was informed the video of this meeting will be on the town website and there will be Minutes of the meeting. Town Administration can provide a copy of this evening’s presentation.

## Upcoming Meetings and Sessions – dates and times; review and discussion and/or potential action and/or vote

Town Administrator Nota referenced the Budget Review Work Session scheduled for Thursday, April 6th at 6:00 p.m., the tentative session on April 13th that may not be necessary, the target shooting ordinance public hearings on April 10th at 7:00 p.m., and budget adoption at the regular meeting on April 17th at 6:00 p.m.

#  NEW BUSINESS

##  Conservation Commission request to the Town Council to convene a Technical Review Committee of volunteers to address growing concernsfor water resources on the Island; review and discussion and/or potential action and/or vote

President Trocki referenced the Communication on the March 20th meeting agenda placed on this evening’s agenda. Ann Kuhn Hines of Narragansett Avenue, Conservation Commission Member, noted the Water Resources Protection Committee formed in 1999 and active for 10 years and reconvened in 2012 focused on Jamestown shores lots, groundwater issues, and water protection issues for the whole Island, focusing on education and grants. Discussion ensued of how this committee would differ from the original committee, its proposed Committee Charge, and its important works in the past, and whether this could be an extension of the original committee. Ms. Kuhn Hines was asked to coordinate with the Town Administrator and Conservation Chair Maureen Coleman to determine the Committee Charge and function and come back to the Council at a future meeting.

## 2017 Vending RFP Results

###  Award of Seasonal Vending Permit:

#### At Mackerel Cove to: Del’s Lemonade & Refreshments, Inc. of Cranston, RI for the amount of $3,250.00 as bid as recommended by Parks and Recreation Director Andrew Wade; review and discussion and or potential action and/or vote

#### At East Ferry to: Del’s Lemonade & Refreshments, Inc. of Cranston, RI for the amount of $3,350.00 as bid as recommended by Parks and Recreation Director Andrew Wade; review and discussion and/or potential action and/or vote

Town Administrator Nota reviewed the RFP results and process to date. The Fort Getty location had no bidders. Past Peddler licenses and RFP results were reviewed. The Del’s truck traditionally located at Mackerel Cove would remain the same, and proposed for East Ferry is a Del’s cart with umbrella on the grassy area.

Parks and Recreation Director Wade gave a synopsis of events leading up to the decision to explore other opportunities including the RFP process for Mackerel Cove, East Ferry and Fort Getty. The same two bidders bid Mackerel Cove and East Ferry - Del’s Lemonade and Johnny Angel’s Clam Shack. Discussion ensued of the East Ferry location and proposal, which would differ from past operations. Discussion ensued of potential impact on local businesses and the options before Council.

President Trocki and Councilor Meagher commented on the initiative to provide a service to the public and increasing revenues. Councilor Dickinson commented on potential disruption with a cart at the East Ferry location and ongoing parking issues. Councilor Mihaly and Vice President White wondered if the proposed Del’s cart would have enough product for an entire day, parking issues at East Ferry, and this would be an experiment for one season.

Mike Ridge of Spinnaker’s addressed the Council, recommended they not offer any vending permits at East Ferry, and noted concerns forwarded to Town Administration when the RFP went out. He chose not to submit a proposal and didn’t use his mobile permit for some time. He expressed concern for parking issues at East Ferry, the potential loss of a parking space to the successful bidder, and the bid should be awarded to something complimentary to current downtown businesses, such as a vegetable farm stand. Mr. Ridge noted rent, taxes and fees paid by brick and mortar businesses compared to a stand, concern for the green space at East Ferry, and Mackerel Cove is a better location for Del’s.

Councilor Dickinson commented on drawing people into town and supporting existing businesses during the winter season.

Mr. Nota stated this will not affect special events, as Del’s would be there until 5:00 p.m. No East Ferry parking space would be allocated for the vendor, who would park behind the Recreation Center.

**A motion was made by Councilor Meagher with second by Vice President White to approve the vendor for Mackerel Cove. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

President Trocki would like to see more thought and more creative ideas to make this happen and would like to table Agenda Item No. IX. B) 1) b). Discussion ensued of whether this would raise the level of business activity or compete with local businesses. This agenda item is continued to the April 17th Town Council Meeting agenda.

# X. ORDINANCES AND APPOINTMENTS AND VACANCIES

## Jamestown Tree Preservation and Protection Committee (One vacancy with a three-year term ending date of December 31, 2019); duly advertised; no applicants

There are no applicants, citizens are urged to apply, and advertising of the vacancy will continue.

**XI. CONSENT AGENDA**

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

**A motion was made by Councilor Meagher with second by 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:

##  Adoption of Council Minutes

###  March 20, 2017 (regular meeting)

### March 21, 2017 (budget work session)

### March 23, 2017 (budget work session)

## Minutes of Boards/Commissions/Committees

###  Jamestown Traffic Committee (02/23/2017)

### Jamestown Zoning Board of Review (01/24/2017)

## One Day Event/Entertainment License Applications

###  Applicant: Joyce Solomon

 Event: Diane and Harve Wedding

 Date: June 17, 2017

 Location: Ft. Getty Pavilion

### Applicant: Jamestown Baseball Association

 Event: Opening Day Parade

 Date: April 29, 2017

 Location: Recreation Center/Narragansett Avenue/Lawn Avenue/Baseball Field

### Applicant: Peyton Fowler

 Event: Fowler-Hoffman Rehearsal Dinner

 Date: July 21, 2017

 Location: Ft. Getty Pavilion

### Applicant: Deborah Younce

 Event: Younce-Primiano Wedding

 Date: June 4, 2017

 Location: Ft. Getty Pavilion

### Applicant: Amanda Gajewski

 Event: Hunter-Gajewski Wedding

 Date: August 11, 2017

###  Location: Ft. Getty Pavilion

### Applicant: Suzan Birt & Bruce Miller

 Event: Miller Wedding

 Date: June 3, 2017

 Location: Ft. Getty Pavilion

##  Marine Vessel Beverage License – **Class** **G** – Renewal

### Conanicut Marine Services

 dba: MV The Jamestown

 Location: East Ferry Wharf

### Conanicut Marine Services, Inc.

 dba: MV The Katherine

 Location: East Ferry Wharf

##  Victualing License Application Renewal

###  The Island Scoop dba: The Island Scoop

 Address: 79 North Road

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

Items A) 1), B) 1) and A) 6) are removed from the Consent Agenda for discussion.

**A motion was made by Councilor Meagher with second by Vice President White to accept the Communications and Resolutions except for A) 1), B) 1), and A) 6). President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

The Communications, Petitions and Proclamations accepted consists of the following:

## Communications; review and discussion and/or potential action and/or vote

### Letter of Cynthia Long thanking the Council for their support of House Bill 5515 and adopting Resolution No. 2017-05

### Email ofEarth Day Network President Kathleen Rogers and Board Chair Emeritus Denis Hayesrequesting Jamestown host an environmental education roundtable event or adopt a Proclamation for Earth Day 2017

### Letter of RIDEM Division of Forest Environment and the Arbor Day Foundation congratulating Jamestown for again qualifying as a Tree City USA Community

### Letter of the Housing Network of RI Board of Directors announcing that the Town of Jamestown is a *2017 Housing Innovation Award* recipient and will be honored at the 25th Anniversary Annual Meeting on May 15th

## Proclamations and Resolutions from other Rhode Island Cities and Towns; review and discussion and/or potential action and/or vote

## 2) Resolution of the Town of Charlestown Relative to the Regulation of Earth Removal, Extraction, Processing and Blasting

##  3) Resolution of the Town of Charlestown in Support of Inadequacies of the Low and Moderate Income Housing Act as Identified by the Town of Glocester, RI and forwarded to the RI Legislatve LMIH Study Commission

## Communications

## 1) Letter of Jamestown Traffic Committee regarding the request of William Munger to the Traffic Committee to allow Low Speed Vehicles on Town roads where the speed limit is 35 mph or less

#### Sample Ordinance from North Carolina

## Resolutions and Proclamations

### Resolution of the Town of Charlestown in Support of Governor Raimondo’s Rhode Island’s Promise Program

## Communications

## 6) Letter of the ACLU providing a model “Municipal Immigrant protection Ordinance for RI Cities and Towns”

Councilor Dickinson requested A) 1) be placed on a future agenda, preferably June 19th, re: golf carts on town roads, as heard before the Traffic Committee.Councilor Meagher reported this would require approval by the State Traffic Commission.

Councilor Meagher would like the Resolution for college tuition support on the next agenda.

Councilor Mihaly believes this is a complex document that deserves future study on a Council agenda.

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

## FY 2018 Budget Adoption

##  Calendar for Board/Commission/Committee Sessions

##  Affordable Housing Committee Session

## Tick Task Force: Development and Adoption of Committee Charge and Establishing Term Ending dates for Members

## Traffic Committee: Amending of Committee Charge and Establishing Terms and Term Ending dates for Members

Town Administrator Nota will prepare a proposed calendar for Board/Commission/ Committee sessions with the Town Council (quarterly). The Affordable Housing Committee requested to appear before Council on April 17th and requests to delay that session. Councilor Meagher noted the Traffic Committee does not have terms limits and they should be established, with discussion in May or June. Councilor Mihaly noted the Tick Task Force is restructuring and the Committee Charge and term limits should be on a May or June agenda.

**XIV. EXECUTIVE SESSION**

None.

**XIV. ADJOURNMENT**

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

The Jamestown Town Council adjourned the regular meeting at 9:06 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council

 Town Administrator

 Finance Director

 Town Solicitor