



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
**Rosamond A. Tefft Council Chambers**  
**93 Narragansett Avenue**  
**Monday, June 19, 2017**  
**6:30 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.*

*Attachments for items on this meeting agenda are available to the public on the Town website at: <http://www.jamestownri.gov/town-government/town-council/town-council-meetings-minutes/2017-meetings-minutes/2017-meetings>*

**I. ROLL CALL**

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

**III. TOWN COUNCIL SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS**

- A) Approval of Minutes; review, discussion and/or potential action and/or vote
  - 1) May 15, 2017 (regular meeting)
- B) Open Forum
  - 1) Scheduled request to address
  - 2) Non-scheduled request to address
- C) Report of Town Officials - Status Reports; review, discussion and/or potential action and/or vote
  - 1) Pumping Report
  - 2) Town Projects Reports
    - a) Town Wells
    - b) Water Treatment Plant
    - c) Transfer Pumping/Reservoir
    - d) Distribution System
    - e) Wastewater Treatment Facility
- D) Unfinished Business
  - 1) Proposed FY 2018 Water and Sewer Commission Budgets (July 1, 2017 to June 30, 2018) and South Pond Dam Repair Project; review, discussion and/or potential action and/or vote

- a) Proposed FY 2018 Water Budget (continued from 5/15/2017)
- b) Proposed FY 2018 Sewer Budget (continued from 5/15/2017)
- 2) Application of Davitt Design and Scott and Pam Mosenthal (Plat 11 Lot 6, Beavertail Road) for utility service connection; review, discussion and/or potential action and/or vote (tabled from 3/20/2017)
- E) New Business
  - 1) Application of Dan and Elaine Ciampa (Plat 11 Lot 38, Battery Lane) for utility service connection (water only); review, discussion and/or potential action and/or vote
  - 2) Finance Director's Report; review, discussion and/or potential action and/or vote

Town Council Adjourns from sitting as the Board of Water and Sewer Commissioners

**IV. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, PRESENTATIONS, RESOLUTIONS AND PROCLAMATIONS**

- A) Presentation
  - 1) Jamestown Police Immersion Program Certificate Presentation: Police Chief Edward A. Mello

**V. 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) TOWN COUNCIL SITTING AS THE ALCOHOLIC BEVERAGE LICENSING BOARD**

- 1) Pursuant to Title 3 Chapter 7 of the General Laws of Rhode Island 1956 and as amended the following license application has been received under said Act for June 23, 2017:

**CLASS F (NON-PROFIT)**

Jamestown Historical Society  
 92 Narragansett Avenue  
 P. O. Box 156  
 Jamestown, RI 02835

- a) Approval of the **CLASS F (NON-PROFIT) LIQUOR LICENSE**; review, discussion and/or potential action and/or vote
- b) Request for waiver of Class F (Non-Profit) Liquor License Fee (\$15.00); review, discussion and/or potential action and/or vote

- B) One Day Event/Entertainment License Application; review, discussion and/or potential action and/or vote
  - 1) Applicant: Jamestown Historical Society
  - Event: Jamestown Historical Society Museum Opening Reception
  - Date: June 23, 2017
  - Location: Jamestown Historical Society Museum
- C) Victualing License Application (New); review, discussion and/or potential action and/or vote
  - 1) Applicant: Live & Learn LLC dba: Live & Learn LLC
  - Address: 34 Narragansett Avenue
- D) Holiday License Application (New); review, discussion and/or potential action and/or vote
  - 1) Applicant: Ernie Savastano dba: Vin Oliva
  - Address: 47 Conanicus Avenue

**VI. 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 request to address
- B) Non-scheduled request to address

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

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

**VIII. UNFINISHED BUSINESS**

*For past discussion documentation, please visit <http://www.jamestownri.gov/town-government/town-council/town-council-meetings-minutes/2017-meetings-minutes/2017-meetings>*

- A) Voter Initiative, Non-Binding Resolution, Ordinance, or All-day Referendum regarding recreational target shooting and firearms discharge in the Town of Jamestown; review, discussion, and/or potential action and/or vote, continued from 5/22/2017 (Councilor Dickinson)
- B) Charter Review Committee suggestion for implementation of a paper ballot or electronic ballot to approve the Town, School, and Combined Budgets and any Warrant item exceeding fifty thousand dollars (\$50,000), whether through a Financial Town Meeting or through an all-day Referendum; review, discussion and/or potential action and/or vote (Councilor Dickinson)
- C) Upcoming Meetings and Sessions – dates and times
  - 1) Town Council Meeting dates for July and August; review, discussion and/or potential action and/or vote

**IX. NEW BUSINESS**

- A) Award of Bid: Design Services for Lawn Avenue Recreation Complex to Weston & Sampson of Worcester, MA for an amount not to exceed \$38,000.00 as bid as recommended by Parks and Recreation Director Andrew J. Wade; review, discussion and/or potential action and/or vote
- B) Jamestown Traffic Committee: Establish term ending dates and revise Committee Charge; review, discussion and/or potential action and/or vote (Councilor Meagher)
- C) Low Speed Vehicles on Town roads, as requested by William Munger and referred to the Council by the Jamestown Traffic Committee; review, discussion and/or potential action and/or vote
- D) Jamestown Transfer Station annual sticker price increase from \$125.00 to \$150.00 annually, as recommended by Public Works Director Michael C. Gray; review, discussion and/or potential action and/or vote
- E) Marijuana Cultivation and Sales: Adoption of a Resolution for a Temporary Moratorium on applications and permitting for marijuana cultivation, processing, distribution and sales, as recommended by the Jamestown Planning Commission; review, discussion and/or potential action and/or vote
  - 1) Resolution No. 2017-13 “Establishing a Temporary Moratorium on Applications and Permitting for Marijuana Cultivation, Processing, Distribution and Sales”

**X. ORDINANCES AND APPOINTMENTS, VACANCIES AND EXPIRING TERMS**

- A) Appointments, Vacancies and Expiring Terms; review, discussion and/or potential action and/or vote
  - 1) Jamestown Affordable Housing Committee (Three vacancies with three-year term ending dates of May 31, 2020 and One vacancy with an unexpired three-year term ending date of May 31, 2018); duly advertised
    - a) Letter of interest for reappointment
      - i) Jerome Scott
    - b) Letters of interest for appointment
      - i) Job Toll
      - ii) Valerie Malloy
      - iii) Donna Andreozzi
      - iv) William Piva
    - c) Letters of resignation
      - i) William Dawson
      - ii) William Reardon
  - 2) Jamestown Conservation Commission (One vacancy with a three-year unexpired term ending date of December 31, 2017)
    - a) Letter of resignation
      - i) Maureen Coleman
    - b) Letter of interest for appointment



- i) Kenneth Schadegg
- 3) Jamestown Fire Department Compensation Committee – Fire Department Representative (One vacancy with a three-year term ending date of May 31, 2020); duly advertised
  - a) Letter of interest for reappointment
    - i) Polly Bullock
- 4) Jamestown Housing Authority (One vacancy with an unexpired five-year term ending date of December 31, 2018)
  - a) Letter of resignation
    - i) Jane Carroll
- 5) Jamestown Police Pension Plan Committee (One vacancy with a three-year term ending date of May 31, 2017)
  - a) Letter of interest for reappointment
    - i) Anthony Antine
- 6) Jamestown Tree Preservation and Protection Committee (One vacancy with a three-year term ending date of December 31, 2019); duly advertised; no applicants

## **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) Adoption of Council Minutes
  - 1) May 15, 2017 (work session)
  - 2) May 15, 2017 (regular meeting)
  - 3) May 22, 2017 (special meeting)
  - 4) May 22, 2017 (executive session)
  - 5) June 5, 2017 (Financial Town Meeting)
- B) Minutes of Boards/Commissions/Committees
  - 1) Jamestown Philomenian Library Board of Trustees (04/11/2017)
  - 2) Jamestown Library Renovation Building Committee (02/07/2017)
  - 3) Jamestown Library Renovation Building Committee (02/21/2017)
  - 4) Jamestown Zoning Board of Review (04/25/2017)
  - 5) Jamestown Zoning Board of Review (05/23/2017)
- C) CRMC Notices
  - 1) June 2017 Calendar
- D) Abutter Notifications
  - 1) Town of Jamestown as an abutter - Plat 5 Lot 358: NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING JUNE 27, 2017 AT THE JAMESTOWN TOWN HALL, 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT 7:00 P.M. UPON THE FOLLOWING: Application of Richard Ventrone, whose property is located at 12 Nautilus St., and further identified as Assessor's Plat 5, Lot 305 for a variance from Article 3, Section

302 (District Dimensional Regulations) to construct a 20 x 20 one story detached garage with a north & east setback of 5 ft. where 10 ft. is required. Said property is located in a R40 zone and contains 7,666 sq. ft.

- 2) Town of Jamestown/Friends Burying Ground as an abutter - Plat 5, Lot 424: NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING JUNE 27, 2017 AT THE JAMESTOWN TOWN HALL, 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT 7:00 P.M. UPON THE FOLLOWING: Application of Richard Ventrone, whose property is located at 12 Nautilus St., and further identified as Assessor's Plat 5, Lot 305 for a variance from Article 3, Section 302 (District Dimensional Regulations) to construct a 20 x 20 one story detached garage with a north & east setback of 5 ft. where 10 ft. is required. Said property is located in a R40 zone and contains 7,666 sq. ft.

E) Abatements/Addenda of Taxes

Total Abatements: \$47,461.28; Total Addenda: \$47,279.99

- 1) Real Property/Motor Vehicle/Tangible Abatements to 2016 Tax Roll

**Account/Abatement Amount**

a)	03-1522-28	\$ 3,138.83
b)	07-0550-30	\$ 2,078.34
c)	13-1395-10	\$ 2,868.56
d)	14-0393-40	\$12,815.37
e)	16-0045-00	\$24,422.38
f)	19-1521-10	\$ 181.29
g)	23-1045-12	\$ 1,956.51

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

**Account/Addenda Amount**

a)	04-0343-95	\$12,815.37
b)	07-0550-30	\$ 2,868.56
c)	12-0846-74	\$ 2,078.34
d)	16-0755-00	\$24,422.38
e)	19-0158-75	\$ 1,956.51
f)	19-0965-16	\$ 3,138.83

F) One Day Event/Entertainment License

- 1) Applicant: Alexandra Kent  
 Event: Jamestown Farmers Market  
 Dates: 6/19, 6/26, 7/03, 7/10, 7/17, 7/24, 7/31, 8/7, 8/14, 8/21, 8/28 and 9/4/2017  
 Location: Fort Getty Pavilion
- 2) Applicant: Judy K. Beckman  
 Event: Beckman-Angelosanto Wedding  
 Date: June 24, 2017  
 Location: Fort Getty Pavilion

- 3) Applicant: Jamestown Baseball Association  
Event: Cal Ripken 10 Year Old State Tournament  
Date: June 24, 2017 – June 29, 2017  
Location: Lawn Avenue Field
- 4) Applicant: Nathan Seelig  
Event: Seelig Wedding  
Date: July 1, 2017  
Location: Fort Getty Pavilion
- 5) Applicant: Gregg Charest dba: The Rocket Hogs  
Event: Independence Day Fireworks  
Date: July 2, 2017; rain date July 7, 2017  
Location: East Ferry (off barge)
- 6) Applicant: Jessica Roberts  
Event: Roberts-Barin Wedding  
Date: July 9, 2017  
Location: Fort Getty Pavilion
- 7) Applicant: Conanicut Island Art Association  
Event: CIAA Annual Members Show  
Date: July 17, 2017 – July 24, 2017  
Location: Jamestown Recreation Center
- G) One Day Peddler License Application
  - 1) Applicant: Chopmist Charlie's  
Event: Colinslaw.org Annual Fundraiser  
Date: June 25, 2017  
Location: Fort Getty Pavilion
- H) Finance Director's Report

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

- A) Communications; review and discussion and/or potential action and/or vote
  - 1) Memorandum of Jamestown Conservation Commission re: Advisory review of Section 82-308 variance request for Earley, Plat 1 Lot 324
  - 2) Letter of Beavertail Lighthouse Museum Association requesting to address the Town Council re: Capital Campaign for a perpetual endowment fund
  - 3) Letter of Robert Roach III re: "shooting ban" ordinance (Chapter 38, Article V. Sec. 38-113), its adoption and advertising, and suggestion for a compromise
  - 4) Letter of Burrillville Town Council President John Pacheco requesting support for Bills H 6051 and S 0769 that would change the Energy Facility Siting Act
  - 5) Letter of Alison Bogle and Arthur Milnes requesting a Proclamation declaring July 1, 2017 as "Sir John A. McDonald

- Day” commemorating Canada’s 150<sup>th</sup> Birthday for inclusion in the Canada Day 150 time capsule
- 6) Memorandum of Attorney General Peter F. Kilmartin announcing annual Open Government Summit on July 28, 2017 at Roger Williams University School of Law
  - 7) Letter of the Exeter Town Council Opposing House Bill 6172 “An Act Relating to Agriculture and Forestry-Right to Farm”
  - 8) Letter of Verizon Regional Director for Government Affairs Michele Cinquegrano announcing National Grid and Verizon Agreement updating procedures for performing utility pole work, effective June 1, 2017
- B) Resolutions and Proclamations from other Rhode Island Cities and Towns; review, discussion and/or potential action and/or vote
- 1) Resolution of the Burrillville Town Council Opposing Bills H 5475 and S 0481 Acts Relating to Cities and Towns – Subdivision of Land

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

- A) Plastic Bag Ban Presentation (July)
- B) Board/Commission/Committee and Department Reports (July)
- C) Library MOU – Council discussion in Executive Session (July)
- D) Financial Town Meeting Rules and Procedures

### **XIV. EXECUTIVE SESSION**

- A) Pursuant to RIGL §42-46-5(a) Subsection (2) Collective Bargaining (IBPO Union Contract tentative agreement); review, discussion and/or potential action and/or vote in executive session and/or open session
- B) Pursuant to RIGL §42-46-5(a) Subsection (2) potential litigation (RITBA solar array project); review, discussion and/or potential action and/or vote in executive session and/or open session

### **XV. 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 not less than three (3) business days prior to the meeting.

*Posted on the RI Secretary of State website June 15,2017*

**TOWN OF JAMESTOWN  
TOWN COUNCIL MEETING  
for  
TOWN, WATER AND SEWER MATTERS**

Monday, May 15, 2017

A regular meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 7:18 PM by Commission President Kristine S. Trocki.

The following members were present:

Mary E. Meagher, Vice-President  
Blake A. Dickinson  
Eugene B. Mihaly  
Michael G. White

Also present were:

Andrew Nota, Town Administrator  
Peter D. Ruggiero, Esq., Town Solicitor  
Michael Gray PE, Public Works Director  
Christina D. Collins, Finance Director  
Cheryl Fernstrom, Town Clerk  
Denise Jennings, Water and Sewer Clerk

**AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS**

1) Jamestown Wastewater Treatment Facility: Recipient of the Narragansett Water Pollution Control Association Gold Award for Complete Permit Compliance in 2016  
The Public Works Director reported that the Wastewater Treatment Facility staff has been selected to receive the Gold Award from the Narragansett Water Pollution Control Association for Complete Permit Compliance for the 2016. The Public Works Director stated that staff would be presented the award at a dinner later this month. Commission President Trocki asked the Public Works Director to extend the Commissions congratulations to the Wastewater Treatment Facility staff.

**READING AND APPROVAL OF MINUTES**

1) 04/17/17 (regular meeting)  
Motion was made by Commissioner Mihaly, seconded by Commissioner Meagher to accept the 03/20/17 regular meeting minutes. So unanimously voted.

**OPEN FORUM**

1) Scheduled requests to address:  
a) Katherine Maxwell re: Town Reservoirs, Water and Sewer Regulations, and Bond or South Pond Dam repairs  
Katherine Maxwell of 170 Narragansett Avenue stated that she was not only a water and sewer customer, she was also a previous government employee for 30 years. Ms. Maxwell briefly outlined her government

background and stated that she has reviewed the following:

- Board of Water and Sewer Commissioners Rules and Regulations
- Pare Report from 2017
- The proposed plan for South Pond Dam repairs

Ms. Maxwell stated that she tried to get a copy of the violation letter to the Town of Jamestown, but was unable to. Commission President Trocki asked Ms. Maxwell what subject she would like to discuss. Ms. Maxwell stated that she would like to discuss the bond for South Pond dam improvements and that if the resolution is approved at the Financial Town Meeting, she recommended that a working group get together to discuss financing options. Ms. Maxwell feels that the cost for South Pond dam improvements should be shared by the whole town and not by just the 1,500 users. Ms. Maxwell expressed her concerns regarding the 54% increase on water and sewer bills since 2010. Ms. Maxwell stated that she knows that those residents on private wells and septic systems are responsible for their own systems, but since this is a natural resource for all, such as the schools and emergency use the town should come together as a group to see how this can be best resolved. Commission President Trocki thanked Ms. Maxwell for her comments.

2) Non-Scheduled requests to address:

(None)

### REPORT OF TOWN OFFICIALS

1) **Pumping Report:**

The Public Works Director reported the following:

- JR-1 has been serviced for the season and will be placed into service this month.
- Rainfall was up for the month of April.
- North Reservoir is @ capacity- 60MG, usable storage-60MG.
- South Pond is @ capacity- 6MG, usable storage-6MG

2) **Town project reports: (See Project Update Report dated May 2017)**

The Public Works Director reported the following:

**Treatment Plant:**

The Public Works Director reported that the Trihalomethanes (TTHMs) levels are elevated, but are still below the maximum level set by the EPA and that the elevated level is due to the water main flushing and its reaction with the organics.

**Transfer Pumping/Reservoir:**

**South Pond Dam improvements:**

The Public Works Director reported the following:

- He met with the Project Manager from Pare Corporation to review and finalize the plans for submission to CRMC.
- Since the South Pond area is considered a sensitive area for archaeological resources, he is meeting with the RI Historical Preservation and Heritage Commission at the site to determine if an archaeological survey is required for the proposed South Pond Dam improvement project.

Administrator Nota noted that the Town of Jamestown has received a notice of violation and the South Pond Dam improvements are not optional and if the improvements are not made the Town will be fined. Brief discussion and clarification followed.

**Distribution System:**

The Public Works Director reported that Water Department staff has been working with the Highway Department to make improvements to the distribution system on the northern section of Ocean Avenue.

**Wastewater Treatment Facility:**

The Public Works Director reported that Green Mountain Pipeline Services has completed the slip-lining project and he briefly outlined the 4,805 linear feet of sanitary sewer piping that was lined.

Following clarification of a few items, it was the consensus of the Commission to accept the report, as presented by the Public Works Director.

**LETTERS AND COMMUNICATIONS**

- 1) Letter of Narragansett Water Pollution Control Association announcing Gold Award for Complete Permit Compliance in 2016  
Previously discussed.
- 2) Email from Katherine Maxwell requesting to be speak at Open Forum re: Town reservoirs, Water and Sewer Regulations, ad Bond for South Pond Dam repairs  
Previously discussed.

Motion was made by Commissioner Meagher, seconded by Commissioner White to accept the communications from Narragansett Water Pollution Control Association and Katherine Maxwell. So unanimously voted.

**UNFINISHED BUSINESS**

(None)

**NEW BUSINESS**

- 1) Proposed FY 2018 Water and Sewer Commission Budgets (July 1, 2017 to June 30, 2018); review and discussion and /or potential action and/or vote
  - a) Proposed FY 2018 Water Budget
  - b) Proposed FY 2018 Sewer Budget

Commission President Trocki asked the Public Works Director to explain why the Water and Sewer Budgets are different than the General Fund budget. The Public Works Director reported that the Water and Sewer budgets are separate funds from the General Fund and are supported the water and sewer customers/rate payers. The Public Works Director further reported that the water and sewer budgets are generally reviewed in the spring and are effective with the first billing in the fall.

The Public Works Director reported that the proposed Water and Sewer Budgets for FY2017/2017 are pretty straight forward and he outlined the details as follows:

- No increase in rates is recommended for the proposed Water Budget for FY2017/2018, although there is an increase in the budget due to additional expenses in the amount of \$25,072.73, which includes personnel, operating expenses and equipment maintenance. This increase is offset by



additional revenue due to renegotiation of lease contacts from some of the cellular carriers on the water tower.

- A 5.5 % increase is recommended for the proposed Sewer Budget for FY2017/2018. There is an increase in expenses in the amount of \$46,066, which includes personnel, an increase in capital cost and debt service for the Jet-Vac Truck lease and the Sewer Slip-Lining project.

Commissioner Meagher asked the Public Works Director, if the Commission could review the proposed budgets and continue discussion to the next water and sewer meeting in June. The Public Works Director and the Finance Director stated that this was fine and discussion could be continued to the next meeting in June.

The Public Works Director briefly outlined the following:

- Two upcoming RIDOT projects, specifically the bridge on North Road at the creek and a project on Narragansett Avenue. He stated that the Town will need to work with RIDOT to coordinate these projects.
- Asset Management Plan- He is currently reviewing and assessing assets specifically the pump stations that were upgraded in 2005 and the Wastewater Treatment Facility which was upgraded during the 2008/2009 fiscal year, which is almost 10 years old.

Commission consensus: To continue the discussion on the Proposed Water Budget and the Sewer Budget for FY2017/2018 to the next Water and Sewer meeting on 06/19/17.

2) Finance Director's Report

No action taken.

**TOWN BUSINESS**

(None)

**ADJOURNMENT**

There being no further business before the Commission, motion was made by Commissioner White seconded by Commissioner Meagher to adjourn the Water and Sewer meeting at 8:00 PM. So unanimously voted.

Attest:



Denise Jennings  
Water and Sewer Clerk

xc: Commission Members (5)  
Town Administrator  
Town Solicitor  
Public Works Director  
Town Clerk



## Project Update May 2017

### WELLS

JR-1, JR-3

- JR-1 has been serviced and is ready for this coming season. The well will be placed into service this month.

### TREATMENT PLANT

- To provide safe drinking water to our customers, the water is disinfected with chlorine as the last step in treatment before distribution. Disinfectants can react with naturally occurring materials in the water to form byproducts that can pose health risks. The water department is responsible for monitoring water from the distribution system once every quarter for disinfection byproducts that include Total Trihalomethanes (TTHMs) and Total Haloacetic Acids (HAAs).

The Stage 2 Disinfection by-products rule requires us to collect and analyze a sample taken from the Town Hall each quarter. The first quarter testing results were 70.3 ppb for TTHMs and 41.9 ppb for HAAs. The EPA has set a maximum level of 80 ppb for TTHMs and 60 ppb for HAAs. The EPA determines maximum levels of contaminants in drinking water at which no adverse health effects are likely to occur. As the results show we are below the levels set by EPA.

### TRANSFER PUMPING/RESERVOIR

- Transfer pumping from South Pond has been suspended. The North Reservoir has been spilling over as of April 1<sup>st</sup>.

#### Dam Improvements

I met with the Project Manager from Pare Corporation to review and finalize our plans for submission to the CRMC for permitting. The project will be submitted as a maintenance application.

The South Pond area is considered sensitive for archaeological resources. A notice was sent to the RI Historic Preservation and Heritage Commission to inform them about the project as required. I will be meeting with the staff of HPHC at the site to determine if an archaeological survey is required for the proposed project.

### DISTRIBUTION SYSTEM

South Pond @ 6 MG  
Usable Storage, 6 Million Gallons

North Pond @ 60 MG  
Usable Storage 60 Million Gallons

- There were no leaks in the distribution system in April.
- Water Department staff completed flushing of our distribution system. You will see a slight increase in pumping for the month due to hydrant flushing.
- Water department staff have been working with the highway department to make improvements to the distribution system at the northern terminus of Ocean Avenue.

## WASTEWATER TREATMENT PLANT

- The staff at the wastewater department have been selected to receive the Gold Award from the Narragansett Water Pollution Control Association for Complete Permit Compliance for 2016.
- The monthly average daily flow at the treatment plant for April was 0.91 million gallons per day. The peak daily flow was 1.94 million gallons. The permitted flow for the monthly average is 0.73 million gallons per day. The average daily flow for the month is an exceedance of the permitted flow caused by excessive Inflow/Infiltration from the recent rainfall received.
- There were no SSO's for the month of April even though there was almost nine inches of rainfall for the month. In the past, the wastewater staff would be dealing with Sanitary Sewer Overflows from the collection system due to excess inflow and infiltration into the sewer system during storms where heavy rainfall was received. We are seeing the positive effects of lining our collection system with a reduction of I/I and flow at the wastewater plant during severe weather events.
- Green Mountain Pipeline Services has completed the slip-lining project. A total of 4,805 linear feet of sanitary sewer piping was lined. Attached is a summary of the collection system that was lined over the past month. Please note that there were (4) four sections of sewer main piping that were cleaned and inspected where we determined that lining was not feasible. These sections will require excavation of the roadway and the total replacement of the sewer main piping.



**TOWN OF JAMESTOWN**

**SANITARY SEWER LINING REHABILITATION PROJECT**

**March 2017**

Below is a description of observations found during the TV'ing, cleaning and lining of sewer lines performed by Green Mountain Pipeline Services of Vermont between March 8<sup>th</sup>, 2107 and May 2<sup>nd</sup>, 2017.

<u>Streets Lined</u>	<u>No. Feet</u>	
Columbia	1,199	
Grinnell	734	
Knowles Ct.	691	
Lawn	986	
Valley	530	
Whittier	665	<b>TOTAL 4,805'</b>

<u>Street</u>	<u>Areas not lined due to issues</u>
Grinnell	Pipe from SMH 4-1B to 4-33 should be replaced. It is 6" and the offsets are extremely poor. The line cannot be lined as a result. <i>(Dig line and replace)</i>
Lawn	49.5' from SMH 1-13 line transitions from 8" to 6". <i>(Transition not in MH). (Recommendation is to dig line and replace with 8")</i>

- Whittier Line is 8" out of SMH 4-17-1 for 12.5' then transitions to 6" then back to 8" prior to SMH 4-17E. *(Recommend line entire line with 6", otherwise dig.)*
- Longfellow SMH 4-17A does not exist. As a result the easement between SMH 4-17B and SMH 4-17A cannot be lined, it ties directly into the Longfellow main. *(Recommendation is to dig and install a SMH then line)*

## **Project Update May 2017**

### **WELLS**

JR-1, JR-3

- JR-1 has been placed into service for the season. The well pumps at a rate of 50 gallons per minute directly into the transmission main that flows to the water plant.

### **TREATMENT PLANT**

- Staff has completed valve maintenance on the treatment system to prepare for the peak pumping season.

### **TRANSFER PUMPING/RESERVOIR**

- Transfer pumping from South Pond has been suspended. The North Reservoir has been spilling over as of April 1<sup>st</sup>.

#### **Dam Improvements**

The CRMC permit has been submitted and comments were received. Pare has addressed all of the comments and we are anticipating that an approval for a Maintenance Assent will be received this month. We have received the Army Corps permit for the proposed work within the wetland adjacent to the South Pond Dam.

### **DISTRIBUTION SYSTEM**

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 60 MG

Usable Storage 60 Million Gallons

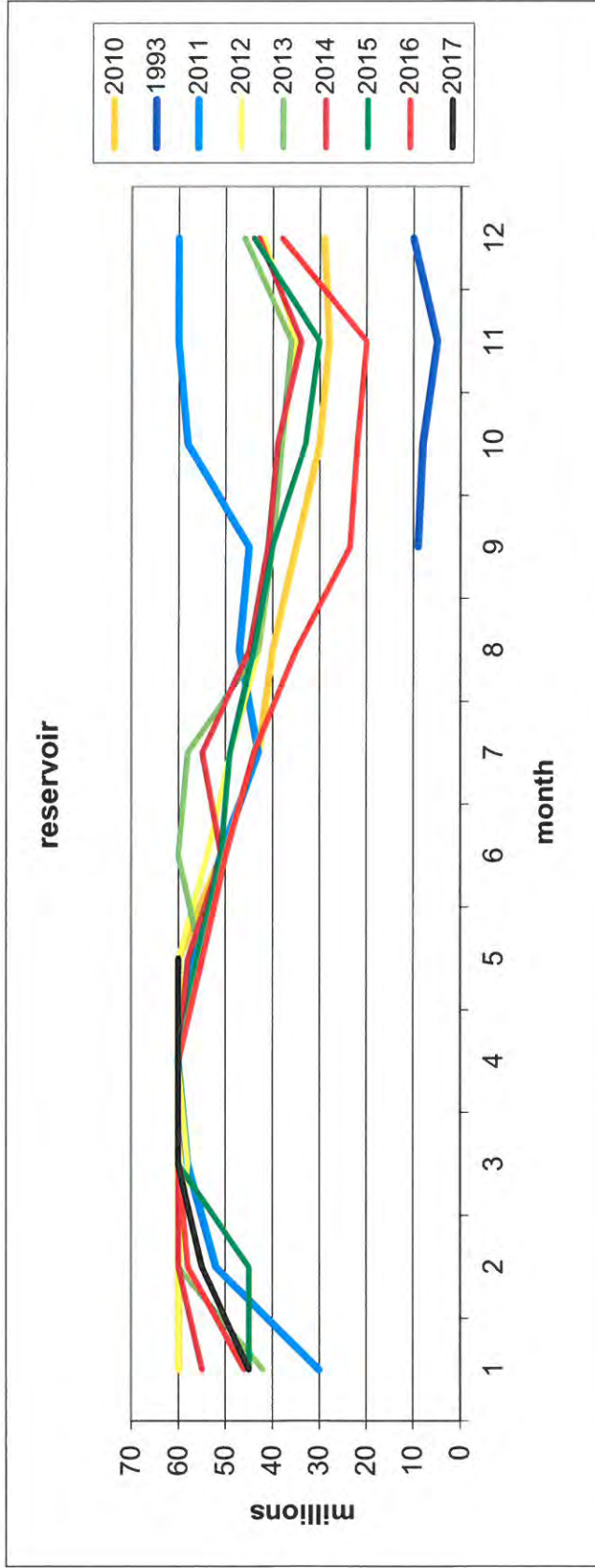
- There were no leaks in the distribution system in May.
- Water department staff have been working with the highway department to make improvements to the distribution system at the northern terminus of Ocean Avenue. The watermain extension is complete and new services have been installed.

### **WASTEWATER TREATMENT PLANT**

- The monthly average daily flow at the treatment plant for May was 0.65 million gallons per day. The peak daily flow was 1.05 million gallons. The permitted flow for the monthly average is 0.73 million gallons per day.
- There were no SSO's for the month of May.

# RESERVOIR LEVEL

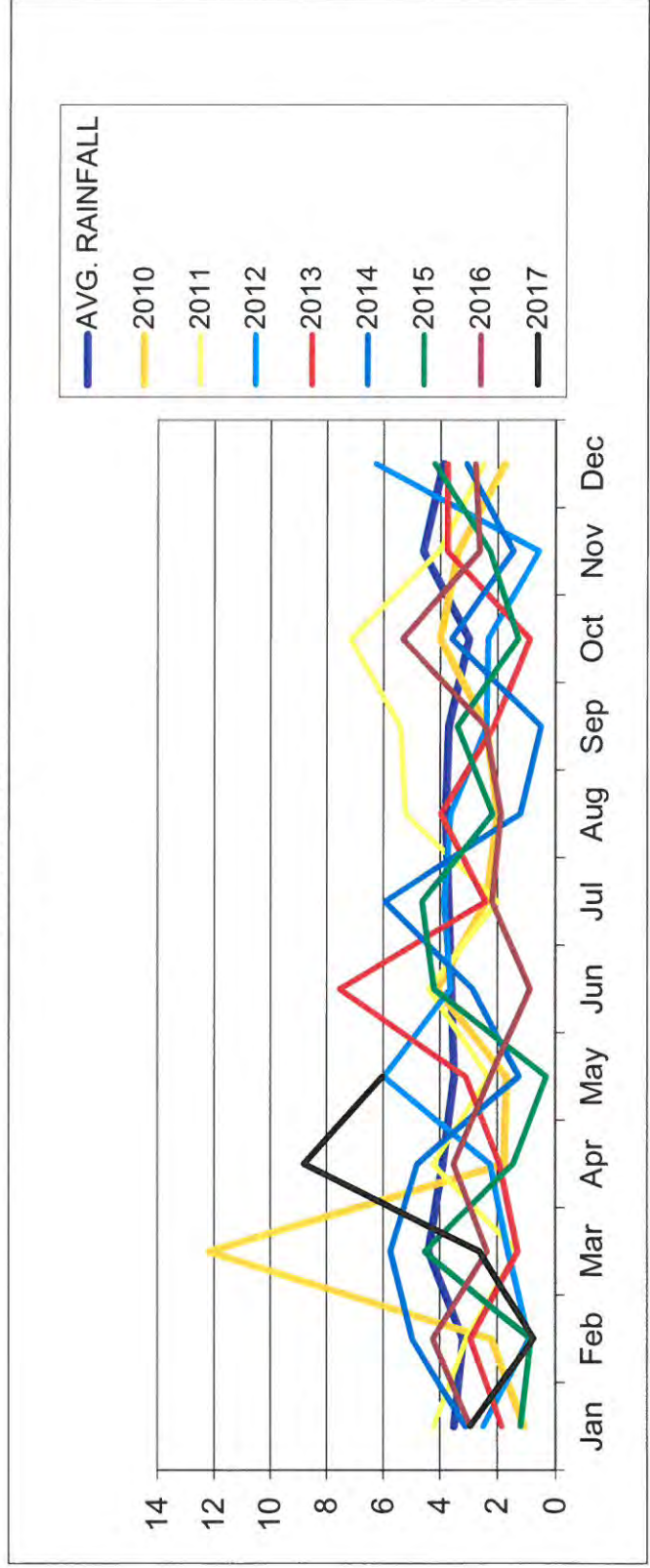
	1993	2010	2011	2012	2013	2014	2015	2016	2017
Jan	9	60	30	60	42	55	45	46	45
Feb		60	52	60	60	60	45	58	55
Mar		60	58	58	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60
May		60	57	60	55	58	56	55	60
Jun		51	51	54	60	51	51	50	60
Jul		43	43	49	58	55	49	44	60
Aug		40	47	43	43	45	44	35	60
Sep	9	35	45	40	40	41	40	23.5	60
Oct	8	30	58	38	38	39	33	22	60
Nov	5	28	60	35	36	34	30	20	60
Dec	10	29	60	42	46	43	44	38	60





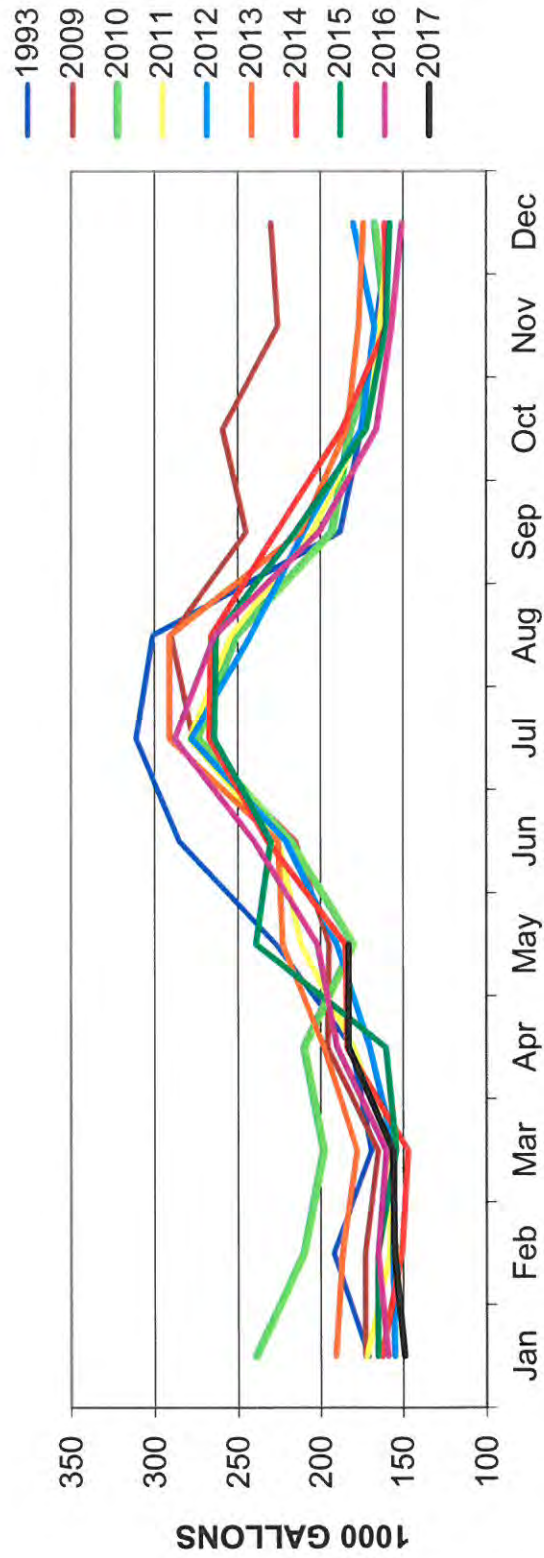
	AVG. RAINFALL											
	2010	2011	2012	2013	2014	2015	2016	2017				
Jan	3.5	1.1	4.22	2.49	1.85	3.1	1.22	2.94	2.94			
Feb	3.2	2.2	3.09	0.93	2.94	4.98	0.86	4.25	0.76			
Mar	4.4	12.2	1.32	1.64	1.32	5.74	4.53	2.36	2.62			
Apr	3.9	1.77	4.25	2.24	1.92	4.8	1.47	3.53	8.8			
May	3.5	1.69	2.32	5.97	3.11	1.27	0.32	2.24	6.03			
Jun	3.6	4.11	4.4	3.64	7.55	2.86	4.2	0.89				
Jul	3.7	2.4	2.01	3.86	2.42	5.93	4.63	2.19				
Aug	3.8	2	5.23	3.64	3.98	1.23	2.17	1.88				
Sep	3.7	2.4	5.41	2.39	2.13	0.5	3.41	2.42				
Oct	3	4	7.18	2.33	0.9	3.61	1.31	5.33				
Nov	4.6	3.4	4.05	0.58	3.76	1.47	2.27	2.63				
Dec	3.9	1.76	2.51	6.28	3.76	3.1	4.2	2.79				
Total	44.8											

## RAINFALL



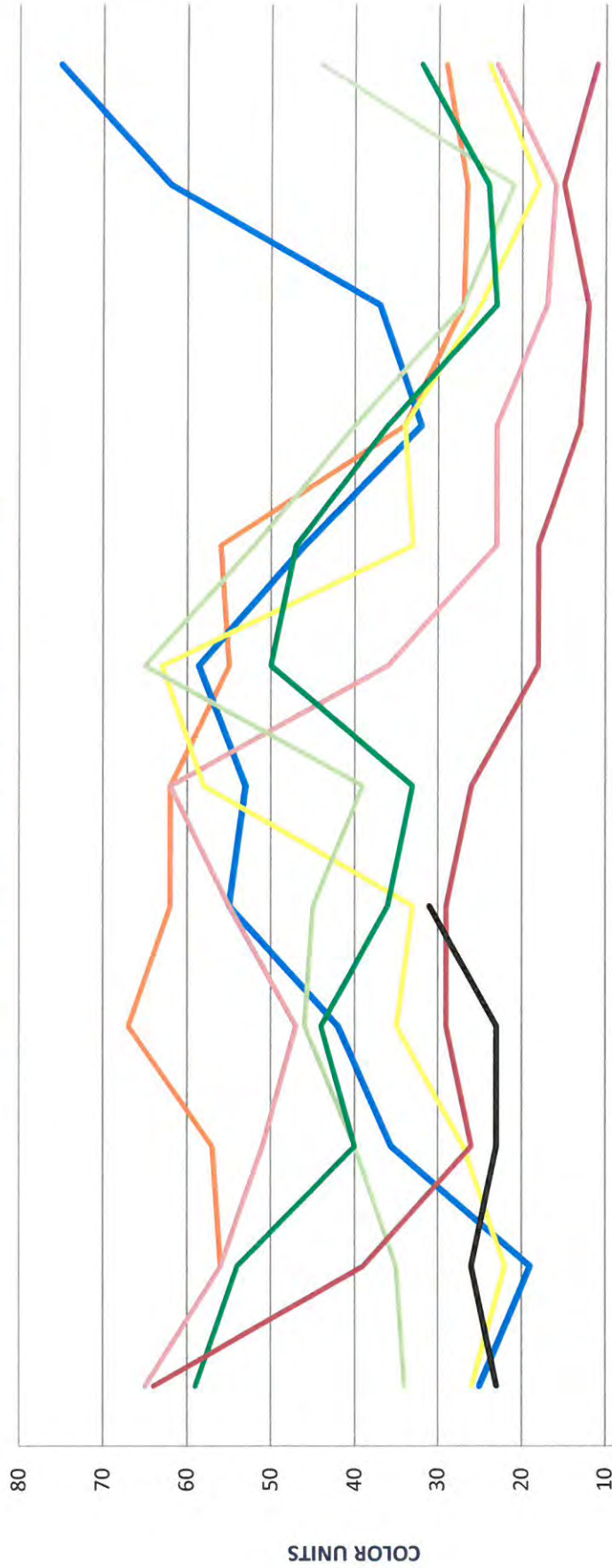
	1993	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Jan	171	172	173	239	172	155	191	163	165	159	149
Feb	192	154	173	210	158	156	187	151	165	165	155
Mar	169	155	165	198	157	155	178	147	154	160	156
Apr	181	174	196	210	180	170	198	184	160	190	183
May	227	202	195	180	212	190	223	185	239	202	183
Jun	285	246	215	218	226	221	226	232	230	240	
Jul	311	296	277	274	279	278	291	267	264	288	
Aug	301	256	290	251	254	242	291	266	263	264	
Sep	188	210	245	193	205	210	212	227	215	201	
Oct	175	187	259	182	175	175	184	187	172	166	
Nov	166	175	226	160	164	167	177	160	160	157	
Dec	158	192	230	167	158	180	174	161	158	151	

### PUMPING REPORT





# Transfer Pumping NORTH POND WATER QUALITY



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2010	65	56	57	67	62	62	55	56	34	27	26.6	29.07
2011	25	18.97	35.62	42	55	53	58.6	46	32	37	62	75
2012	65	56	51	47	55	62	36	23	23	17	16	23
2013	26	22	27	35	33	58	63	33	34	25	18	24
2014	34	35	40	46	45	39	65	52	40	27	21	44
2015	59	54	40	44	36	33	50	47	36	23	24	32
2016	64	39	26	29	29	26	18	18	13	12	15	11
2017	23	26	23	23	31							



## Town of Jamestown

Finance Department

Town Hall

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9809 Fax 401-423-7229

Email: [ccollins@jamestownri.net](mailto:ccollins@jamestownri.net)

To: Honorable Council Members  
From: Christina D. Collins, Finance Director  
Date: May 12, 2017

Subject: 2017/2018 Water & Sewer Budget

Attached please find the Town Administrator's proposed Water & Sewer budgets for fiscal year 2017/2018.

The Water budget as presented includes additional expenses of \$25,072.76 or a 2.08% increase in the operating costs for the water department. Proposed increases include costs for personnel, operating expenses, and equipment maintenance. However, the proposed additional budget expenses are offset by an increase in anticipated revenue generated by rent received from cellular carriers on the water tower and income received for water services. Therefore, the water budget as proposed will not result in an increase to the rate for our customers for the next fiscal year.

The Sewer budget as presented includes additional expenses of \$46,066 or an 6.80% increase in the operating costs for the sewer department. Proposed increases include costs for personnel, an increase in capital costs, and the full debt service for the Jet Vac Truck Lease and the Sewer Slip Lining Project. The proposed budget will require an increase of 5.5% (\$12.50 to \$13.19), in the rate for our customers for the next fiscal year.

Attached is a summary of rates for water and sewer for the existing fiscal year and the proposed 2017/2018 year which shows an increase between 1.20% and 2.14% based on the tiered structure for gallons used.

**TOWN OF JAMESTOWN - WATER DIVISION**  
**Proposed Budget**  
**July 1, 2017 - June 30, 2018**

<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>ACTUAL FY 15.16</u>	<u>BUDGET FY 16.17</u>	<u>BUDGET FY 17.18</u>	<u>FY16.17 YTD 4/30/2017</u>	<u>\$ Change Prev. Yr.</u>	<u>% Change Prev. Yr.</u>
<b>OPERATING REVENUES</b>						
40100401 Metered Excess Water	361,465.23	320,418.00	320,418.00	282,264.89	0.00	0.00%
40100402 Minimum Charge	518,260.42	518,641.00	521,108.00	521,108.11	2,467.00	0.47%
40100403 Fire Protection Charges	160,000.00	165,000.00	165,000.00	0.00	0.00	0.00%
40100408 Income From New Services	4,850.00	24,000.00	45,000.00	27,000.00	21,000.00	46.67%
40100409 Miscellaneous Income	17,109.43	20,000.00	17,000.00	11,031.90	-3,000.00	-17.65%
40100415 Interest Income	3,520.48	3,500.00	3,500.00	3,034.28	0.00	0.00%
40100420 Rental Water Tower	144,308.41	154,475.00	159,081.00	110,864.98	4,606.00	2.90%
<b>40100 TOTAL REVENUES</b>	<b>1,209,513.97</b>	<b>1,206,034.00</b>	<b>1,231,107.00</b>	<b>955,304.16</b>	<b>25,073.00</b>	<b>2.04%</b>
<b>OPERATING SALARIES</b>						
70000500 Public Works Director	22,738.56	23,648.00	24,239.00	20,010.07	591.00	2.50%
70000501 Utility Foreman- Labor w/Long	67,862.25	61,544.00	63,082.00	57,016.35	1,538.00	2.50%
70000502 Accounting w/Long	38,048.10	38,715.00	39,595.00	33,790.40	880.00	2.27%
70000503 Treatment Plant Oper	70,298.86	69,088.00	67,851.00	60,113.07	-1,237.00	-1.79%
70000504 Asst. Treatment Plant w/Long	47,173.29	59,687.00	0.00	42,549.88	-59,687.00	0.00%
70000505 Plant Operator	0.00	0.00	56,317.00	4,015.09	56,317.00	0.00%
70000511 Utility Foreman - Labor (OT)	10,852.48	10,000.00	11,000.00	10,653.38	1,000.00	10.00%
70000513 Treatment Plant Oper (OT)	13,041.29	10,000.00	13,000.00	8,959.18	3,000.00	30.00%
70000514 Assist Treatment Plant Oper (OT)	5,466.51	9,000.00	0.00	12,004.73	-9,000.00	-100.00%
70000515 Plant Operator (OT)	0.00	0.00	8,000.00	0.00	8,000.00	0.00%
<b>7000 Salaries</b>	<b>275,481.34</b>	<b>281,682.00</b>	<b>283,084.00</b>	<b>249,112.15</b>	<b>1,402.00</b>	<b>0.50%</b>
70010900 Social Security	18,953.94	21,262.00	21,540.00	20,710.79	278.00	1.31%
70010901 Health & Dental	39,895.93	43,025.00	46,332.00	24,265.26	3,307.00	7.69%
70010902 Worker's Compensation	27,500.00	27,500.00	27,500.00	27,500.00	0.00	0.00%
70010906 Life Insurance	669.60	780.00	780.00	539.40	0.00	0.00%
70020904 Retirement Fund/Pension	26,487.93	27,016.00	27,065.00	14,807.40	49.00	0.18%
Salary Adjustment	0.00	8,952.00	0.00	0.00	-8,952.00	-100.00%
70020910 Clothing Allowance	1,485.38	1,500.00	1,500.00	154.99	0.00	0.00%
<b>7001 Benefits</b>	<b>114,992.78</b>	<b>130,035.00</b>	<b>124,717.00</b>	<b>87,977.84</b>	<b>-5,318.00</b>	<b>-4.09%</b>
<b>7000/7001/7002 SALARIES/BENEFITS</b>	<b>390,474.12</b>	<b>411,717.00</b>	<b>407,801.00</b>	<b>337,089.99</b>	<b>-3,916.00</b>	<b>-0.95%</b>
70050601 Maintenance	5,335.94	5,000.00	6,000.00	1,300.00	1,000.00	20.00%
70050606 Alarm Lines	1,864.92	2,000.00	2,000.00	1,241.86	0.00	0.00%
<b>7005 Reservoirs/Rights of Way</b>	<b>7,200.86</b>	<b>7,000.00</b>	<b>8,000.00</b>	<b>2,541.86</b>	<b>1,000.00</b>	<b>14.29%</b>
70060601 Maintenance	200.00	1,000.00	1,000.00	0.00	0.00	0.00%
70060636 Electricity	8,237.60	6,000.00	7,000.00	6,197.05	1,000.00	16.67%
70060934 Depreciation Expense	200,430.40	0.00	0.00	0.00	0.00	0.00%
<b>7006 Wells</b>	<b>208,868.00</b>	<b>7,000.00</b>	<b>8,000.00</b>	<b>6,197.05</b>	<b>1,000.00</b>	<b>14.29%</b>
70100631 Chemicals	48,866.13	45,000.00	47,000.00	33,579.69	2,000.00	4.44%
70100632 Heat	6,061.01	14,500.00	14,500.00	6,768.34	0.00	0.00%
70100633 Equipment Maintenance	24,401.10	25,000.00	30,000.00	41,515.65	5,000.00	20.00%
70100634 Professional Services	2,727.40	5,000.00	5,000.00	6,185.00	0.00	0.00%
70100635 Telephone	2,675.89	2,000.00	2,500.00	2,046.46	500.00	25.00%
70100636 Electricity	38,189.68	38,000.00	38,000.00	26,650.66	0.00	0.00%
70100637 Building Maintenance	5,016.92	8,000.00	8,000.00	4,296.18	0.00	0.00%
70100638 State Testing	16,371.14	18,000.00	18,000.00	12,666.68	0.00	0.00%
70100639 License Fees	3,016.00	2,000.00	3,000.00	393.05	1,000.00	50.00%
70100643 Pump Out Treatment Plant	1,930.00	2,000.00	2,000.00	2,320.00	0.00	0.00%
70100645 Sludge Remonal	16,092.09	11,500.00	16,000.00	11,779.07	4,500.00	39.13%
<b>7010 Pump Station &amp; Treatment Plant</b>	<b>165,347.36</b>	<b>171,000.00</b>	<b>184,000.00</b>	<b>148,200.78</b>	<b>13,000.00</b>	<b>7.60%</b>
70110636 South Pond - Electricity	1,260.61	1,650.00	1,650.00	746.30	0.00	0.00%
70110637 South Pond - Transfer Pump	2,920.35	2,000.00	3,300.00	4,646.93	1,300.00	65.00%
<b>7011 South Pond Pre-Treatment Bldg</b>	<b>4,180.96</b>	<b>3,650.00</b>	<b>4,950.00</b>	<b>5,393.23</b>	<b>1,300.00</b>	<b>35.62%</b>
70120636 Water Tower - Electricity	1,940.91	3,000.00	3,000.00	1,523.82	0.00	0.00%
70120643 Water Tower - Maintenance	0.00	500.00	500.00	0.00	0.00	0.00%
<b>7012 Water Tower</b>	<b>1,940.91</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>1,523.82</b>	<b>0.00</b>	<b>0.00%</b>

**TOWN OF JAMESTOWN - WATER DIVISION**  
**Proposed Budget**  
**July 1, 2017 - June 30, 2018**

<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>ACTUAL FY 15.16</u>	<u>BUDGET FY 16.17</u>	<u>BUDGET FY 17.18</u>	<u>FY16.17 YTD 4/30/2017</u>	<u>\$ Change Prev. Yr.</u>	<u>% Change Prev. Yr.</u>
70130644 Gasoline/Oil	1,210.62	1,500.00	1,500.00	603.20	0.00	0.00%
70130645 Repairs/Maintenance	898.90	1,000.00	4,000.00	3,023.09	3,000.00	300.00%
<b>7013 Vehicles</b>	<b>2,109.52</b>	<b>2,500.00</b>	<b>5,500.00</b>	<b>3,626.29</b>	<b>3,000.00</b>	<b>120.00%</b>
70200651 Clamps	1,882.97	1,000.00	1,000.00	0.00	0.00	0.00%
70200652 Pipe	5,839.66	5,000.00	5,000.00	2,114.00	0.00	0.00%
70200653 Backfill & Excavation	74.64	2,000.00	2,000.00	0.00	0.00	0.00%
<b>7020 Maintenance &amp; Laterals</b>	<b>7,797.27</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>2,114.00</b>	<b>0.00</b>	<b>0.00%</b>
70300661 Service Repairs	8,813.91	8,000.00	8,000.00	3,471.73	0.00	0.00%
70300663 New Services	2,636.17	3,000.00	3,000.00	2,548.87	0.00	0.00%
<b>7030 Water Division Services</b>	<b>11,450.08</b>	<b>11,000.00</b>	<b>11,000.00</b>	<b>6,020.60</b>	<b>0.00</b>	<b>0.00%</b>
70400672 Supplies/Expenses	8,869.91	14,000.00	14,000.00	4,270.33	0.00	0.00%
<b>7040 Meters</b>	<b>8,869.91</b>	<b>14,000.00</b>	<b>14,000.00</b>	<b>4,270.33</b>	<b>0.00</b>	<b>0.00%</b>
70500681 Maintenance	9,497.42	8,000.00	8,000.00	555.00	0.00	0.00%
<b>7050 Hydrants</b>	<b>9,497.42</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>555.00</b>	<b>0.00</b>	<b>0.00%</b>
70600923 Billing	5,459.01	6,500.00	6,500.00	3,450.42	0.00	0.00%
70600924 Insurance	7,200.00	7,200.00	7,200.00	7,200.00	0.00	0.00%
70600925 Audit	4,000.00	4,000.00	4,000.00	0.00	0.00	0.00%
70600926 Supplies & Training	5,019.71	5,000.00	6,000.00	6,437.23	1,000.00	20.00%
<b>7030 Administration</b>	<b>21,678.72</b>	<b>22,700.00</b>	<b>23,700.00</b>	<b>17,087.65</b>	<b>1,000.00</b>	<b>4.41%</b>
70700350 Principal	0.00	0.00	0.00	0.00	0.00	0.00%
70700940 Interest	155,070.80	0.00	0.00	0.00	0.00	0.00%
Dam Repair (Interest Only)	0.00	0.00	10,000.00	0.00	0.00	0.00%
70700300 Transfer to \$6.2 Water Debt	0.00	435,967.00	434,656.00	0.00	-1,311.00	-0.30%
<b>7070 Debit Service</b>	<b>155,070.80</b>	<b>435,967.00</b>	<b>444,656.00</b>	<b>0.00</b>	<b>8,689.00</b>	<b>1.99%</b>
70800000 Infrastructure Replacement Fund/Capital Improvements	65,105.44	100,000.00	100,000.00	81,791.27	0.00	0.00%
<b>7080 Total</b>	<b>65,105.44</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>81,791.27</b>	<b>0.00</b>	<b>0.00%</b>
<b>TOTAL EXPENSES</b>	<b>1,059,591.37</b>	<b>1,206,034.00</b>	<b>1,231,107.00</b>	<b>616,411.87</b>	<b>25,073.00</b>	<b>2.08%</b>
<b>TOTAL REVENUES</b>	<b>1,209,513.97</b>	<b>1,206,034.00</b>	<b>1,231,107.00</b>	<b>955,304.16</b>	<b>25,073.00</b>	<b>2.08%</b>

**TOWN OF JAMESTOWN WATER DIVISION  
PROPOSED OPERATING BUDGET  
July 1, 2017 - June 30, 2018**

2102-20020119	RI Clean Water	\$297,000.00 principal
		\$137,655.60 interest
	Total	\$434,655.60
70070940	Total Debt Due	\$434,655.60



## TOWN OF JAMESTOWN - SEWER DIVISION

## Proposed Budget

July 1, 2017 - June 30, 2018

<b>ACCOUNT NUMBER &amp; DESCRIPTION</b>	<b>ACTUAL FY 15.16</b>	<b>BUDGET FY 16.17</b>	<b>PROPOSED FY 17.18</b>	<b>FY16.17 YTD 4/30/2017</b>	<b>\$ Change Prev. Yr.</b>	<b>% Change Prev. Yr.</b>
<b>OPERATING REVENUES</b>						
40100400 Sewer Line Frontage Assessment	80,042.12	79,501.00	80,042.00	0.00	541.00	0.68%
40100404 New Service Deposits	0.00	0.00	0.00	0.00	0.00	#DIV/0!
40100405 Inspection Fees	0.00	250.00	250.00	150.00	0.00	0.00%
40100406 Sewer Use Sales	552,483.45	555,000.00	585,525.00	419,294.86	30,525.00	5.50%
40100408 New Service Connection Fees	3,000.00	30,000.00	45,000.00	12,000.00	15,000.00	50.00%
40100413 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	#DIV/0!
40100414 Dumping Fees	4,503.00	5,000.00	5,000.00	2,905.00	0.00	0.00%
40100415 Investment Income	0.00	0.00	0.00	0.00	0.00	#DIV/0!
44000850 Golf Course Allocation	8,000.00	8,000.00	8,000.00	0.00	0.00	0.00%
<b>40100 TOTAL REVENUES</b>	<b>648,028.57</b>	<b>677,751.00</b>	<b>723,817.00</b>	<b>434,349.86</b>	<b>46,066.00</b>	<b>6.80%</b>
<b>OPERATING EXPENSES</b>						
70000100 Public Works Director	22,738.56	23,648.00	24,239.00	20,009.89	591.00	2.50%
70000101 Wastewater Super w/Long	70,360.68	71,161.00	72,940.00	61,688.01	1,779.00	2.50%
70000102 Accounting w/Long	39,632.83	38,175.00	39,595.00	33,790.18	1,420.00	3.72%
70000103 Asst. Superintendent w/Long	65,252.55	66,089.00	67,741.00	57,174.31	1,652.00	2.50%
70000104 Plant Operator w/Long	56,982.06	57,965.00	59,415.00	50,076.32	1,450.00	2.50%
70000111 Wastewater Super OT	2,491.17	9,000.00	9,000.00	1,488.22	0.00	0.00%
70000113 Asst. Superintendent OT	14,205.53	9,000.00	9,000.00	13,029.46	0.00	0.00%
70000114 Plant Operator OT	15,503.26	8,000.00	9,000.00	8,429.41	1,000.00	12.50%
<b>7000 Salaries</b>	<b>287,166.64</b>	<b>283,038.00</b>	<b>290,930.00</b>	<b>245,685.80</b>	<b>7,892.00</b>	<b>2.79%</b>
70009900 Social Security	19,811.89	21,069.00	22,256.00	17,877.09	1,187.00	5.63%
70009901 Health & Dental	57,791.57	55,825.00	44,841.00	28,208.22	-10,984.00	-19.68%
70009902 Life Insurance	669.60	550.00	550.00	558.00	0.00	0.00%
70009904 Retirement	29,316.82	30,042.00	30,042.00	18,403.31	0.00	0.00%
70009906 Worker's Compensation	9,000.00	9,000.00	9,000.00	9,000.00	0.00	0.00%
Salary Adj.	0.00	-1,672.00	0.00	0.00	1,672.00	-100.00%
70020910 Clothing Allowance	1,230.67	1,500.00	1,500.00	158.13	0.00	0.00%
<b>7000 Benefits</b>	<b>117,820.55</b>	<b>116,314.00</b>	<b>108,189.00</b>	<b>74,204.75</b>	<b>-8,125.00</b>	<b>-6.99%</b>
<b>7000 TOTAL SALARY &amp; BENEFITS</b>	<b>404,987.19</b>	<b>399,352.00</b>	<b>399,119.00</b>	<b>319,890.55</b>	<b>-233.00</b>	<b>-0.06%</b>
70020001 Power - Electricity	39,257.24	40,000.00	38,000.00	28,181.58	-2,000.00	-5.00%
70020002 Chemicals	2,468.39	2,500.00	2,500.00	2,336.07	0.00	0.00%
70020003 Heat	6,902.68	10,000.00	9,000.00	4,456.96	-1,000.00	-10.00%
70020004 Water	2,197.36	2,200.00	2,200.00	1,830.45	0.00	0.00%
70020005 Chlorine	5,461.82	7,000.00	7,000.00	3,689.28	0.00	0.00%
70020006 Equipment Maintenance	25,286.78	22,000.00	22,000.00	15,549.82	0.00	0.00%
70020007 Solvents, Cleaning, Office Supplies	5,705.34	5,000.00	5,000.00	9,134.60	0.00	0.00%
70020008 Laboratory Supplies	3,887.82	4,500.00	4,500.00	2,204.03	0.00	0.00%
70020009 Telephone	662.86	750.00	750.00	494.17	0.00	0.00%
70020010 Alarm Lines	6,297.17	5,500.00	5,500.00	4,723.39	0.00	0.00%
70020011 Sludge Disposal	44,691.26	40,000.00	39,400.00	24,979.72	-600.00	-1.50%
70020012 Truck Operation & Maintenance	2,356.73	1,000.00	1,000.00	439.07	0.00	0.00%
70020013 Gas - Truck	934.85	2,500.00	2,500.00	127.68	0.00	0.00%
70020014 State Mandated Testing	24,493.49	20,000.00	20,000.00	16,859.07	0.00	0.00%
70020015 Permit Renewal	1,520.00	0.00	0.00	0.00	0.00	#DIV/0!
70020016 Training	49.95	1,000.00	1,000.00	360.00	0.00	0.00%
700200xx Audit	0.00	2,500.00	2,500.00	0.00	0.00	0.00%
70020103 Generator Fuel	0.00	0.00	0.00	0.00	0.00	#DIV/0!
70020600 Professional Services	385.00	2,000.00	2,000.00	50.00	0.00	0.00%
<b>7002 Wastewater Treatment Facility</b>	<b>172,558.74</b>	<b>168,450.00</b>	<b>164,850.00</b>	<b>115,415.89</b>	<b>-3,600.00</b>	<b>-2.14%</b>
700300017 Pumping Station #3 (W Ferry)	3,636.73	4,000.00	4,000.00	2,567.78	0.00	0.00%
700300018 Pumping Station #1 (Bayview)	17,871.95	18,500.00	15,000.00	12,837.38	-3,500.00	-18.92%
700300019 Pumping Station #2 (Hamilton)	9,571.19	10,500.00	10,000.00	7,502.81	-500.00	-4.76%
700300020 Pumping Station #4 (Maple)	529.06	750.00	750.00	352.10	0.00	0.00%
<b>7003 Pumping Stations</b>	<b>31,608.93</b>	<b>33,750.00</b>	<b>29,750.00</b>	<b>23,260.07</b>	<b>-4,000.00</b>	<b>-11.85%</b>
70040598 Equipment Insurance	4,000.00	4,000.00	4,000.00	4,000.00	0.00	0.00%
<b>7004 Insurance</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>0.00%</b>
70050021 Maintenance and Cleaning	6,806.75	6,500.00	6,500.00	1,633.40	0.00	0.00%
70050xxx Jet Vac Truck Lease	0.00	5,371.00	21,793.00	0.00	16,422.00	305.75%
70050xxx Slip Lining	0.00	10,703.00	42,225.00	0.00	31,522.00	294.52%
70050605 West Ferry Extension Notes	-1,588.16	9,625.00	5,580.00	22,794.86	-4,045.00	-42.03%
<b>7005 Sanitary Sewers, Laterals&amp;Mains</b>	<b>5,218.59</b>	<b>32,199.00</b>	<b>76,098.00</b>	<b>24,428.26</b>	<b>43,899.00</b>	<b>136.34%</b>
<b>70100.xxx Capital Expense</b>	<b>20,805.39</b>	<b>40,000.00</b>	<b>50,000.00</b>	<b>12,094.29</b>	<b>10,000.00</b>	<b>25.00%</b>
<b>TOTAL EXPENSES</b>	<b>639,178.84</b>	<b>677,751.00</b>	<b>723,817.00</b>	<b>499,089.06</b>	<b>46,066.00</b>	<b>6.80%</b>

**TOWN OF JAMESTOWN SEWER DIVISION  
PROPOSED OPERATING BUDGET  
July 1, 2017- June 30, 2018**

<b>NUMBER</b>	<b>ACCOUNT</b>	<b>PROPOSED 2017/2018</b>
70070940	Total Debt Due	\$462,563.90
	Income to offset Debt	\$462,563.00

**CURRENT WATER RATES 2016/2017**

**PROPOSED WATER RATES 2017/2018**

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	Yrly % inc.
<b>3,000 gallons</b>										
Minimum in Advance	1	\$76.13	\$76.13	\$304.52	1	\$76.13	\$76.13	\$304.52	\$0.00	
Excess Water	0		\$0.00	\$0.00	0		\$0.00	\$0.00	\$0.00	
State Surcharge 1	3	\$0.11	\$0.32	\$1.26	3	\$0.11	\$0.32	\$1.26	\$0.00	
State Surcharge 2	3	\$0.17	\$0.50	\$2.00	3	\$0.17	\$0.50	\$2.00	\$0.00	
Sewer Charge- usage	3	\$12.50	\$37.50	\$150.00	3	\$13.19	\$39.57	\$158.28	\$8.28	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	3	\$6.49	\$19.47	\$77.88	3	\$6.49	\$19.47	\$77.88	\$0.00	
			\$171.94	\$687.74			\$174.01	\$696.02	\$8.28	1.20%

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	Yrly % inc.
<b>8,000 gallons</b>										
Minimum in Advance	1	\$76.13	\$76.13	\$304.52	1	\$76.13	\$76.13	\$304.52	\$0.00	
Excess Water	3	\$6.40	\$19.20	\$76.80	3	\$6.40	\$19.20	\$76.80	\$0.00	
State Surcharge 1	8	\$0.11	\$0.84	\$3.37	8	\$0.11	\$0.84	\$3.37	\$0.00	
State Surcharge 2	8	\$0.17	\$1.33	\$5.32	8	\$0.17	\$1.33	\$5.32	\$0.00	
Sewer Charge- Usage	8	\$12.50	\$100.00	\$400.00	8	\$13.19	\$105.52	\$422.08	\$22.08	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	8	\$6.49	\$51.92	\$207.68	8	\$6.49	\$51.92	\$207.68	\$0.00	
			\$287.44	\$1,149.78			\$292.96	\$1,171.86	\$22.08	1.92%

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	Yrly % inc.
<b>13,000 gallons</b>										
Minimum in Advance	1	\$76.13	\$76.13	\$304.52	1	\$76.13	\$76.13	\$304.52	\$0.00	
Excess Water	8	\$6.89	\$55.12	\$220.48	8	\$6.89	\$55.12	\$220.48	\$0.00	
State Surcharge 1	13	\$0.11	\$1.37	\$5.48	13	\$0.11	\$1.37	\$5.48	\$0.00	
State Surcharge 2	13	\$0.17	\$2.16	\$8.65	13	\$0.17	\$2.16	\$8.65	\$0.00	
Sewer Charge- usage	13	\$12.50	\$162.50	\$650.00	13	\$13.19	\$171.47	\$685.88	\$35.88	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	13	\$6.49	\$84.37	\$337.48	13	\$6.49	\$84.37	\$337.48	\$0.00	
			\$419.67	\$1,678.69			\$428.64	\$1,714.57	\$35.88	2.14%

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	Yrly % inc.
<b>16,000 gallons</b>										
Minimum in Advance	1	\$76.13	\$76.13	\$304.52	1	\$76.13	\$76.13	\$304.52	\$0.00	
Excess Water	11	\$8.74	\$96.14	\$384.56	11	\$8.74	\$96.14	\$384.56	\$0.00	
State Surcharge 1	16	\$0.11	\$1.69	\$6.75	16	\$0.11	\$1.69	\$6.75	\$0.00	
State Surcharge 2	16	\$0.17	\$2.66	\$10.65	16	\$0.17	\$2.66	\$10.65	\$0.00	
Sewer Charge- usage	16	\$12.50	\$200.00	\$800.00	16	\$13.19	\$211.04	\$844.16	\$44.16	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	16	\$6.49	\$103.84	\$415.36	16	\$6.49	\$103.84	\$415.36	\$0.00	
			\$518.48	\$2,073.92			\$529.52	\$2,118.08	\$44.16	2.13%



	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.
<b>32,000 gallons</b>									
Minimum in Advance	1	\$76.13	\$76.13	\$304.52	1	\$76.13	\$76.13	\$304.52	\$0.00
Excess Water	27	\$12.16	\$328.32	\$1,313.28	27	\$12.16	\$328.32	\$1,313.28	\$0.00
State Surcharge 1	32	\$0.11	\$3.37	\$13.49	32	\$0.11	\$3.37	\$13.49	\$0.00
State Surcharge 2	32	\$0.17	\$5.32	\$21.30	32	\$0.17	\$5.32	\$21.30	\$0.00
Sewer Charge- usage	32	\$12.50	\$400.00	\$1,600.00	32	\$13.19	\$422.08	\$1,688.32	\$88.32
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00
Sewer Debt Usage Fee	32	\$6.49	\$207.68	\$830.72	32	\$6.49	\$207.68	\$830.72	\$0.00
			\$1,058.85	\$4,235.39			\$1,080.93	\$4,323.71	2.09%

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.
<b>68,000 gallons</b>									
Minimum in Advance	1	\$76.13	\$76.13	\$304.52	1	\$76.13	\$76.13	\$304.52	\$0.00
Excess Water	63	\$14.90	\$938.70	\$3,754.80	63	\$14.90	\$938.70	\$3,754.80	\$0.00
State Surcharge 1	68	\$0.11	\$7.17	\$28.67	68	\$0.11	\$7.17	\$28.67	\$0.00
State Surcharge 2	68	\$0.17	\$11.32	\$45.26	68	\$0.17	\$11.32	\$45.26	\$0.00
Sewer Charge- usage	68	\$12.50	\$850.00	\$3,400.00	68	\$13.19	\$896.92	\$3,587.68	\$187.68
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00
Sewer Debt Usage Fee	68	\$6.49	\$441.32	\$1,765.28	68	\$6.49	\$441.32	\$1,765.28	\$0.00
			\$2,362.65	\$9,450.61			\$2,409.57	\$9,638.29	1.99%

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.
<b>169,000 gallons</b>									
Minimum in Advance	1	\$76.13	\$76.13	\$304.52	1	\$76.13	\$76.13	\$304.52	\$0.00
Excess Water	164	\$19.08	\$3,129.12	\$12,516.48	164	\$19.08	\$3,129.12	\$12,516.48	\$0.00
State Surcharge 1	169	\$0.11	\$17.81	\$71.25	169	\$0.11	\$17.81	\$71.25	\$0.00
State Surcharge 2	169	\$0.17	\$28.12	\$112.49	169	\$0.17	\$28.12	\$112.49	\$0.00
Sewer Charge- usage	169	\$12.50	\$2,112.50	\$8,450.00	169	\$13.19	\$2,229.11	\$8,916.44	\$466.44
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00
Sewer Debt Usage Fee	169	\$6.49	\$1,096.81	\$4,387.24	169	\$6.49	\$1,096.81	\$4,387.24	\$0.00
			\$6,498.51	\$25,994.06			\$6,615.12	\$26,460.50	1.79%

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.
<b>210,000 gallons</b>									
Minimum in Advance	1	\$76.13	\$76.13	\$304.52	1	\$76.13	\$76.13	\$304.52	\$0.00
Excess Water	205	\$24.27	\$4,975.35	\$19,901.40	205	\$24.27	\$4,975.35	\$19,901.40	\$0.00
State Surcharge 1	210	\$0.11	\$22.13	\$88.54	210	\$0.11	\$22.13	\$88.54	\$0.00
State Surcharge 2	210	\$0.17	\$34.94	\$139.78	210	\$0.17	\$34.94	\$139.78	\$0.00
Sewer Charge- usage	210	\$12.50	\$2,625.00	\$10,500.00	210	\$13.19	\$2,769.90	\$11,079.60	\$579.60
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00
Sewer Debt Usage Fee	210	\$6.49	\$1,362.90	\$5,451.60	210	\$6.49	\$1,362.90	\$5,451.60	\$0.00
			\$9,134.48	\$36,537.91			\$9,279.38	\$37,117.51	1.59%

# JAMESTOWN WATER AND SEWER RATES

PROPOSED -Rate changes beginning with the 10/17 Billing

Minimum in advance:		
Meter size	Quarterly	Seasonal
<b>Current Billing Rates</b>		
5/8"	\$76.13	\$304.51
3/4"	\$114.27	\$457.07
1"	\$141.92	\$567.64
1 1/2"	\$174.81	\$698.46
2"	\$227.71	\$910.84
3"	\$419.82	\$1,679.23
4"	\$631.91	\$2,527.68

Current Excess Water Rates:		
Minimum	Maximum	Rates
0	5,000	\$0.00
5,000	9,999	\$6.40
10,000	14,999	\$6.89
15,000	19,999	\$8.74
20,000	49,999	\$12.16
50,000	99,999	\$14.90
100,000	199,999	\$19.08
200,000	999,999,999	\$24.27

\*per 1,000 gallons

Excess Seasonal Water Rates:		
Minimum	Maximum	Rates
0	20,000	\$0.00
20,000	49,999	\$12.16
50,000	99,999	\$14.90
100,000	199,999	\$19.08
200,000	999,999,999	\$24.27

\*per 1,000 gallons

CURRENT SEWER RATES:	
Sewer use rate (per 1000 gallons):	<b>\$13.19</b>
Sewer flat rate for pump out:	<b>\$152.66</b>
Sewer flat rate for those without meters and without water:	<b>\$61.12</b>
Sewer metered rate for those without water (per 1000 gallons):	<b>\$13.19</b>
Sewer Debt Flat Fee:	<b>\$38.02</b>
Sewer Debt Usage Fee (per 1000 gallons):	<b>\$6.49</b>

Misc. Charges:	Rates
Turn on/off	\$30.00
Install/Remove	\$100.00
Early Install/Remove	\$50.00
Sprinkler Charge (per unit)	\$0.18
Frozen Meter	\$125.00
Special Reading	\$20.00
Call out	\$150.00
Lien discharge recording fee	\$49.00

State Surcharge Rates
SC 1 .01054 per 100 gals.
SC 2 .01664 per 100 gals.

**Town of  
Jamestown, Rhode Island**

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PO Box 377  
Jamestown, RI 02835- 1509  
Phone: (401) 423-7220  
Fax: (401) 423-7229



**Date:** June 15, 2017

**To:** Board of Water and Sewer Commissioners

**From:** Michael Gray  
Public Works Director

**RE:** Water Connection/Extension Application  
178 Beavertail Road

---

Attached is an application for a new water connection within the Rural Water District for a vacant residential property located at 178 Beavertail Road at the intersection of Battery Lane that is owned by Scott and Pam Mosenthal. This application was before the board in March for a new water service to a proposed dwelling to be constructed on their property.

The commission requested that they make an attempt at installing a well to determine if there is sufficient water to support a dwelling. The applicant drilled a well but it did not yield any water and they are now requesting approval for a connection to the municipal system. An 8" watermain is located on Beavertail Road and Battery Lane. Adjacent properties are currently serviced by the Town water system.

Applications for an individual service connection have been approved by the commission where the property has frontage on an existing watermain and the applicant has shown that a well does not yield sufficient quantity to support the dwelling and/or that the water quality is poor.

**Town of  
Jamestown, Rhode Island**

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PO Box 377  
Jamestown, RI 02835- 1509  
Phone: (401) 423-7220  
Fax: (401) 423-7229



**Date:** March 16, 2017

**To:** Board of Water and Sewer Commissioners

**From:** Michael Gray  
Public Works Director

**RE:** Water Connection/Extension Application  
178 Beavertail Road

---

Attached is an application for a new water connection within the Rural Water District for a vacant residential property located at 178 Beavertail Road at the intersection of Battery Lane that is owned by Scott and Pam Mosenthal. The Owner's are seeking approval for a new water service to a proposed dwelling to be constructed on their property.

The Lot is located in the Rural Water District and requires approval from commission. An 8" watermain is located on Beavertail Road and Battery Lane. Adjacent properties are currently serviced by the Town water system.

The regulations prohibit extensions to and within the rural water district. This application does not require an extension of a watermain only an individual connection. Applications for an individual service connection have been approved by the commission where the property has frontage on an existing watermain and the applicant has shown that a well does not yield sufficient quantity to support the dwelling and/or that the water quality is poor. I spoke to the Tim Hiller of Davitt Design who is representing the owners with the application to the Board. He stated that the owners have not explored the feasibility of a well on the subject property.

Before granting an approval, I recommend that the applicant provide additional information to the board to support their request for a connection.

RECEIVED  
MAR -1 2017  
Town of Jamestown

**Board of  
Water and Sewer Commissioners**  
TOWN OF JAMESTOWN, RHODE ISLAND 02835

**APPLICATION FOR UTILITY SERVICE CONNECTION**

COMPLETED BY APPLICANT

DATE: 2-28-17

Rural Water and Sewer District

Urban Water and Sewer District

Applicant: Any questions call Tim Hiller @ Davitt Design @ 792-9799

Name: SCOTT AND PAM MOSENTHAL Phone: 1914-815-4119

Address: 178 BEAVERTAIL ROAD Plat: 11 Lot: 6

mailing address  
194 Schrade Road

Zoning District: RR-80

Briarcliff, NY 10510

Type of Service Being Requested:

Water  Sewer

Use: Residential (single family)

(multi family)

Commercial

Number of Units

Other

Plans Required Yes  No  (For Office Use Only-to be checked by the Public Works Director)

New Building

Existing Building

Existing Well

Existing ISDS

Does applicant own contiguous land?

Yes  No

Estimated water usage

**ALL NOTE:** Regular meetings of the Board of Water and Sewer Commissioner are held once monthly. Meetings are held at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue, Jamestown, RI. This meeting location is accessible to the physically challenged. Hearing or speech impaired individuals requiring the services of an interpreter should call 1-800-745-5555 or



423-1212 not less than 3 business days prior to this meeting.

Please provide a written description and plans addressing Sections 13A, 13B, 14A, 14B (Applications and Transfers) required in the Rules and Regulations of the Board of Water Commissioner. All plans when required by the Director of Public Works Director, must be received a minimum of two weeks prior to the application being placed on the agenda. Any questions concerning the rules and regulations, please call the Pubic Works Director, Mike Gray at 423-7225.

*Application For new water service connection for property addressed as 178 Beaver tail Road which also has frontage on Battery Ln. the proposed connection to service would come From Battery Lane (see attached plan) Dwelling proposed is approx. 2300 SF single family dwelling, and under (15b 1. NEW CONSTRUCTION) all fixtures will meet or exceed water efficiency ratings as set by the board*

*Rec. check # 43009 in the amount of \$49.00 01 31 17*  
\*  --\$49.00 Recording Fee for Decision Letter. (Fee effective 11/12/07 per RIGL 34-13-7(a)  
This fee is due at the time the application is filed with this office. If the application is not approved by the Board of Water and Sewer Commissioners the fee will be returned to the applicant.

Applicant agrees to take water and sewer service in full compliance with the rules and regulations of the Commission. Applicant agrees to accept all cost associated with the requested service connection. In addition, applicant agrees to pay \$3000 for Water Service Connection fee and \$3000 for Sewer Service Connection fee and any other applicable water or sewer fees. All work according to approved plans and specifications. The Town of Jamestown will inspect all work before final acceptance.

Date: 2-28-17

Applicants Signature: *[Signature]* For DAVITT DESIGN BUILD

Owners Signature: \_\_\_\_\_

Approval by the Board of Water and Sewer Commissioners:

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Date

423-1212 not less than 3 business days prior to this meeting.

Please provide a written description and plans addressing Sections 13A, 13B, 14A, 14B (Applications and Transfers) required in the Rules and Regulations of the Board of Water Commissioner. All plans when required by the Director of Public Works Director, must be received a minimum of two weeks prior to the application being placed on the agenda. Any questions concerning the rules and regulations, please call the Pubic Works Director, Mike Gray at 423-7225.

*Application For new water service connection for property addressed as 178 Beaver tail Road which also has frontage on Battery Ln. The proposed connection to service would come From Battery Lane (see attached plan) Dwelling proposed is approx. 2300 sq ft single family dwelling, and under (15b 1. NEW CONSTRUCTION) all fixtures will meet or exceed water efficiency ratings as set by the board*

*A*

[ ]-\$49.00 Recording Fee for Decision Letter. (Fee effective 11/12/07 per RIGL 34-13-7(a) This fee is due at the time the application is filed with this office. If the application is not approved by the Board of Water and Sewer Commissioners the fee will be returned to the applicant.

Applicant agrees to take water and sewer service in full compliance with the rules and regulations of the Commission. Applicant agrees to accept all cost associated with the requested service connection. In addition, applicant agrees to pay \$3000 for Water Service Connection fee and \$3000 for Sewer Service Connection fee and any other applicable water or sewer fees. All work according to approved plans and specifications. The Town of Jamestown will inspect all work before final acceptance.

Date: 2-28-17

Applicants Signature: [Signature] For DAVIDT DESIGN

Owners Signature: [Signature] Build

Approval by the Board of Water and Sewer Commissioners:

\_\_\_\_\_  
Commission President

Date \_\_\_\_\_

The following information is requested by the Federal Government in order to monitor our compliance with various civil rights laws. You are not required to furnish this information, but are encourage to do so. The law requires that we may not discriminate based upon this information, nor whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations we are required to note the race and sex on the basis of visual observation or surname. If you do not wish to furnish the above information, please check the box below.

I do not wish to furnish this information  \_\_\_\_\_

Race/National Origin: American Indian or Alaskan Native \_\_\_\_\_

Asian or Pacific Island \_\_\_\_\_

White, not of Hispanic origin \_\_\_\_\_

Black, not of Hispanic origin \_\_\_\_\_

Hispanic origin \_\_\_\_\_

Other (specify) \_\_\_\_\_

Sex: Female \_\_\_\_\_

Male \_\_\_\_\_



**COMPLETED BY PUBLIC WORKS/ENGINEERING DEPARTMENTS**

Location of nearest water main BATTERY LANE

sewer main N/A

Location of nearest fire hydrant \_\_\_\_\_

Size of water main 8" TRANSITE

Type and condition of main GOOD

Water pressure at applicants location 45-50 psi

Estimated water usage \_\_\_\_\_

New construction YES, VACANT LOT


Retrofit \_\_\_\_\_

Compliant with water saving devices \_\_\_\_\_

Comments: PLEASE SEE ATTACHED

\_\_\_\_\_

\_\_\_\_\_

Date 3-15-17 Signature/Title  PWD

**COMPLETED BY PLANNING DEPARTMENT**

Is request consistent with Comprehensive Community Plan?

Please explain

Although the Comprehensive Plan does not provide specific policy in terms of water or sewer connections in the Rural district, it does have reference to the issue as follows:  
*The main service area for the public water supply is the village area. The urban district is the area that has historically served as the commercial and residential focus for the Island. Public services and facilities have traditionally been located in the village area. Water service is also supplied to the rural water district. The current policy of the Town in the rural water district is to provide public water only to existing lots and not subdivided lots. Water service connections in this area are subject to the approval of the Town's Board of Water and Sewer Commissioners, and must be consistent with the Comprehensive Community Plan.*

Goals and Policies of the Comprehensive Plan relevant to this application are as follows:

**Public Services and Facilities Element**

**Goal #1** : Provide a high quality of public services to the community that protect the health, safety, and welfare of all residents.

**Goal #2**: Provide orderly and efficient arrangement of public services and facilities that support the existing and future needs of the community.

**Policy #4**: Manage growth to ensure there are adequate public services and facilities to accommodate Jamestown's growing population.

Potential for future subdivision? Please explain: This parcel of land (Plat 11, Lot 6) is an existing lot of record in the R-80 Zoning District (requiring 80,000 square feet minimum lot size) containing 108,900 square feet or 2.5 acres. Based upon the size and the Dimensional Regulations listed in Table 3-2 of the Zoning Ordinance, Lot 6 is not subdividable.

Date March 15, 2017 Signature/Title Lisa W. Bryer, AICP, Town Planner

Water-Sewer Applications/Mosenthal, Plat 11 Lot 6

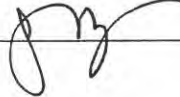
**COMPLETED BY FIRE CHIEF**

Request will or will not reduce the level of fire protection of the community? Please explain \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fire Hydrants required? Yes  No \_\_\_\_\_ IN AREA

Date 3.2.17

Signature/Title  CHIEF

**Town of  
Jamestown, Rhode Island**

---

PO Box 377  
Jamestown, RI 02835- 1509  
Phone: (401) 423-7220  
Fax: (401) 423-7229



**Date:** June 15, 2017

**To:** Board of Water and Sewer Commissioners

**From:** Michael Gray  
Public Works Director

**RE:** Water Connection/Extension Application  
Plat 11 Lot 38 Battery Lane

---

Attached is an application for a new water connection within the Rural Water District for a vacant residential property located at Plat 11 Lot 38 on Battery Lane owned by Dan and Elaine Ciampa. The owners have completed the installation of a well to service a proposed dwelling to be constructed on their property. I have attached the well drilling report that indicates that the well did not yield any water. As a result, they are seeking approval to connect to the municipal water system. An 8" watermain is located in Battery Lane and adjacent properties are currently serviced by the Town water system.

Applications for an individual service connection have been approved by the commission where the property has frontage on an existing watermain and the applicant has shown that a well does not yield sufficient quantity to support the dwelling and/or that the water quality is poor.





CITIZEN NUMBER

RECEIVED  
 JUN 05 2017  
 Town of Jamestown

OWNER	Elaine Ciampa		
LOCATION OF WELL	Battery Lane Jamestown 11 38		
DRILLING EQUIPMENT	ROTARY _____ COMPRESSED AIR PERCUSSION <input checked="" type="checkbox"/> CABLE PERCUSSION _____ OTHER _____		
CASING DETAILS	DIAMETER 6	LENGTH 20	TYPE St NEW <input checked="" type="checkbox"/> USED _____
	DEPTH OF CASING BELOW SURFACE 500		
	THREADED <input checked="" type="checkbox"/> WELDED _____	DRIVE SHOE <input checked="" type="checkbox"/> YES NO _____	GROUTING MATERIAL _____
PUMP TEST DATA (5 HR. MIN.)	STATIC WATER LEVEL (FT.) _____	PUMPING LEVEL (FT.) _____	DRAWDOWN (FT.) _____
	DURATION (HOURS) _____	YIELD (GPM) 0	DEPTH TO BEDROCK 5
SCREEN DETAILS	MAKE _____	MATERIAL _____	LENGTH _____ DIAMETER _____ SLOT SIZE _____
HAS WATER BEEN TESTED	WHEN _____	USE OF WELL	BUSINESS _____ ESTABLISHMENT _____ TEST WELL _____
WHERE? (LAB)	LAB # _____	<input checked="" type="checkbox"/> DOMESTIC _____	INDUSTRIAL _____ OTHER _____
IGDS APPROVAL NUMBER _____	LOT SIZE _____	<input type="checkbox"/> PUBLIC SUPPLY _____	FARM <i>To Be Abandoned</i>
DEPTH FROM LAND SURFACE	SKETCH EXACT LOCATION OF WELL WITH DISTANCES, TO AT LEAST TWO PERMANENT LANDMARKS, INCLUDING HOUSE (IF PRESENT).		
FEET TO FEET	FORMATION DESCRIPTION	<p style="text-align: center;">INDICATE NORTH</p>	
0 5 5 500	Hard pan Bedrock		
		LOCATION OF LOT TO AT LEAST TWO ROADS	
		<p style="text-align: center;">INDICATE NORTH</p> <p style="text-align: center;">N 41.479196 E - 71.395511</p>	
DATE WELL COMPLETED	DATE OF REPORT	WELL DRILLER (SIGNATURE)	WELL DRILLER (PRINT)
6/1/17	6/2/17	<i>[Signature]</i>	Gary J Bourque
REGISTRATION #	REGISTERED WELL DRILLER (SIGNATURE)	REGISTERED WELL DRILLER (PRINT)	
40	<i>[Signature]</i>	Gary J Bourque	

WELL DRILLER

**Board of  
Water and Sewer Commissioners  
TOWN OF JAMESTOWN, RHODE ISLAND 02835**



**APPLICATION FOR UTILITY SERVICE CONNECTION**

COMPLETED BY <sup>ATTORNEY FOR</sup> APPLICANT:  
MORREAU & MURPHY  
77 NARRAGANSETT AVE

DATE: 5/26/17

Rural Water and Sewer District

Urban Water and Sewer District

Applicant:

Any questions contact:  
Christian Infantolino, ESCO @  
Phone: 433-0400 ext. 14

Name: Dan and Elaine Ciampa

Address: 93 Worcester street  
Wellesley Hill, MA 02481

Plat: 11 Lot: 38

Zoning District: R80

Type of Service Being Requested:

Water  Sewer

Use: Residential  
(single family)

(multi family)

Commercial

Number of Units

Other

Plans Required Yes  No  (For Office Use Only-to be checked by the Public Works Director)

New Building

Existing Building

Existing Well

Existing ISDS

Does applicant own contiguous land?

Yes  No

Estimated water usage

**ALL NOTE:** Regular meetings of the Board of Water and Sewer Commissioner are held once monthly. Meetings are held at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue, Jamestown, RI. This meeting location is accessible to the physically challenged. Hearing or speech impaired individuals requiring the services of an interpreter should call 1-800-745-5555 or



423-1212 not less than 3 business days prior to this meeting.

Please provide a written description and plans addressing Sections 13A, 13B, 14A, 14B (Applications and Transfers) required in the Rules and Regulations of the Board of Water Commissioner. All plans when required by the Director of Public Works Director, must be received a minimum of two weeks prior to the application being placed on the agenda. Any questions concerning the rules and regulations, please call the Pubic Works Director, Mike Gray at 423-7225.

The subject Property is UNDEVELOPED LAND LOCATED IN THE RURAL WATER District (14B) and Fronts on Battery Lane. SURROUNDING HOMES ARE CONNECTED TO WATER DUE TO INADEQUATE SOURCES OF Potable Water in the AREA. Applicant is REQUESTING a NEW CONNECTION to AP11 Lot 38. Applicant

HAS DRILLED A WELL AND THIS PROCESS HAS PROVED INADEQUATE POTABLE WATER ON THE LOT.

NOTE: DRILLING TO OCCUR JUNE 5<sup>TH</sup>, REPORT TO BE SUBMITTED ONCE RECEIVED.

[ ]--\$49.00 Recording Fee for Decision Letter. (Fee effective 11/12/07 per RIGL 34-13-7(a) This fee is due at the time the application is filed with this office. If the application is not approved by the Board of Water and Sewer Commissioners the fee will be returned to the applicant.

Applicant agrees to take water and sewer service in full compliance with the rules and regulations of the Commission. Applicant agrees to accept all cost associated with the requested service connection. In addition, applicant agrees to pay \$3000 for Water Service Connection fee and \$3000 for Sewer Service Connection fee and any other applicable water or sewer fees. All work according to approved plans and specifications. The Town of Jamestown will inspect all work before final acceptance.

Date: 5/26/17

Applicants Signature: David and Elaine Cimarra  
by their Attorney Christine S. Apple  
77 WARRINGHAMSETT AVE  
JAMESTOWN RI 02835

Owners Signature: \_\_\_\_\_

Approval by the Board of Water and Sewer Commissioners:

\_\_\_\_\_  
Commission President  
Date \_\_\_\_\_

The following information is requested by the Federal Government in order to monitor our compliance with various civil rights laws. You are not required to furnish this information, but are encourage to do so. The law requires that we may not discriminate based upon this information, nor whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations we are required to note the race and sex on the basis of visual observation or surname. If you do not wish to furnish the above information, please check the box below.

I do not wish to furnish this information \_\_\_\_\_

Race/National Origin: American Indian or Alaskan Native \_\_\_\_\_

Asian or Pacific Island \_\_\_\_\_

White, not of Hispanic origin \_\_\_\_\_

Black, not of Hispanic origin \_\_\_\_\_

Hispanic origin \_\_\_\_\_

Other (specify) \_\_\_\_\_

Sex: Female \_\_\_\_\_

Male \_\_\_\_\_

**COMPLETED BY PUBLIC WORKS/ENGINEERING DEPARTMENTS**

Location of nearest water main \_\_\_\_\_

sewer main \_\_\_\_\_

Location of nearest fire hydrant \_\_\_\_\_

Size of water main \_\_\_\_\_

Type and condition of main \_\_\_\_\_

Water pressure at applicants location \_\_\_\_\_

Estimated water usage \_\_\_\_\_

New construction \_\_\_\_\_

Retrofit \_\_\_\_\_

Compliant with water saving devices \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_ Signature/Title \_\_\_\_\_

**COMPLETED BY PLANNING DEPARTMENT**

Is request consistent with Comprehensive Community Plan?

Please explain

Although the Comprehensive Plan does not provide specific policy in terms of water or sewer connections in the Rural district, it does have reference to the issue as follows:

*The main service area for the public water supply is the village area. The urban district is the area that has historically served as the commercial and residential focus for the Island. Public services and facilities have traditionally been located in the village area. Water service is also supplied to the rural water district. The current policy of the Town in the rural water district is to provide public water only to existing lots and not subdivided lots. Water service connections in this area are subject to the approval of the Town's Board of Water and Sewer Commissioners, and must be consistent with the Comprehensive Community Plan.*

Goals and Policies of the Comprehensive Plan relevant to this application are as follows:

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**Goal #2**: Provide orderly and efficient arrangement of public services and facilities that support the existing and future needs of the community.

**Policy #4**: Manage growth to ensure there are adequate public services and facilities to accommodate Jamestown's growing population.

Potential for future subdivision? Please explain: This parcel of land (Plat 11, Lot 38) is an existing lot of record in the R-80 Zoning District (requiring 80,000 square feet minimum lot size) containing 229,561 square feet or 5.27 acres. Based upon the size requirement in Table 3-2 of the Zoning Ordinance, Lot 38 is subdividable, however the frontage requirement may make subdivision challenging since the lot is accessed by easement currently.

Date June 12, 2017 Signature/Title Lisa W. Bryer, AICP, Town Planner

Water-Sewer Applications/Ciampa, Plat 11 Lot 38

**COMPLETED BY FIRE CHIEF**

Request will or will not reduce the level of fire protection of the community? Please explain \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fire Hydrants required? Yes  No \_\_\_\_\_ *IN AREA*

Date 5.31.17 Signature/Title *[Signature]* *CHIEF*



**TOWN OF JAMESTOWN - WATER DIVISION**

**BUDGET VS ACTUAL**

**JULY 2016 - JUNE 2017**

**YTD Ending June 7, 2017**

<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>ACTUAL BUDGET</u>	<u>PTD EXPENSES</u>	<u>YTD EXPENSES</u>	<u>REMAINING \$</u>	<u>% of BUDGET</u>
<b>OPERATING REVENUES</b>					
40100401 Metered Excess Water	320,418.00	0.00	282,264.89	38,153.11	88.09%
40100402 Minimum Charges	518,641.00	0.00	521,108.11	-2,467.11	100.48%
40100403 Fire Protection Charges	165,000.00	0.00	0.00	165,000.00	0.00%
40100408 Income From New Services	24,000.00	0.00	33,300.00	-9,300.00	138.75%
40100409 Miscellaneous Income	20,000.00	0.00	11,031.90	8,968.10	55.16%
40100415 Interest Income	3,500.00	0.00	3,336.67	163.33	95.33%
40100420 Rental Water Tower	154,475.00	0.00	130,689.86	23,785.14	84.60%
40100xxx Use of Surplus	0.00	0.00	0.00	0.00	#DIV/0!
<b>40100 TOTAL REVENUES</b>	<b>1,206,034.00</b>	<b>0.00</b>	<b>981,731.43</b>	<b>224,302.57</b>	<b>81.40%</b>
<b>OPERATING SALARIES</b>					
70000500 Public Works Director	22,739.00	0.00	21,829.17	909.83	96.00%
70000501 Field Work - Labor w/Long	60,329.00	0.00	61,745.42	-1,416.42	102.35%
70000502 Accounting w/Long	37,097.00	0.00	36,746.98	350.02	99.06%
70000503 Treatment Plant Oper w/Long	69,088.00	0.00	65,205.09	3,882.91	94.38%
70000504 Asst Treatment Plant w/Long	59,687.00	0.00	42,549.88	17,137.12	71.29%
70000505 Plant Operator	0.00	0.00	7,818.87	-7,818.87	#DIV/0!
70000511 Field Work - Labor (OT)	10,000.00	0.00	12,005.18	-2,005.18	120.05%
70000513 Treatment Plant Oper (OT)	10,000.00	0.00	10,701.61	-701.61	107.02%
70000514 Asst Treatment Plant Oper (OT)	9,000.00	0.00	12,361.34	-3,361.34	137.35%
<b>7000 Salaries</b>	<b>277,940.00</b>	<b>0.00</b>	<b>270,963.54</b>	<b>6,976.46</b>	<b>97.49%</b>
70010900 Social Security	21,262.00	0.00	20,710.79	551.21	97.41%
70010901 Health & Dental	43,025.00	2,391.24	28,157.73	14,867.27	65.45%
70010902 Worker's Compensation	27,500.00	0.00	27,500.00	0.00	100.00%
70010906 Life Insurance	780.00	0.00	595.20	184.80	76.31%
70020904 Retirement Fund/Pension	27,016.00	872.05	17,659.12	9,356.88	65.37%
700XXXX Salary Adjustment	12,694.00	0.00	0.00	12,694.00	0.00%
70020910 Clothing Allowance	1,500.00	0.00	154.99	1,345.01	10.33%
<b>7001 Benefits</b>	<b>133,777.00</b>	<b>3,263.29</b>	<b>94,777.83</b>	<b>38,999.17</b>	<b>70.85%</b>
<b>7000/7001 SALARIES/BENEFITS</b>	<b>411,717.00</b>	<b>3,263.29</b>	<b>365,741.37</b>	<b>45,975.63</b>	<b>88.83%</b>
70050601 Maintenance	5,000.00	4,000.00	7,340.00	-2,340.00	146.80%
70050603 Emergency Supplies	0.00	0.00	0.00	0.00	#DIV/0!
70050606 Alarm Lines	2,000.00	0.00	1,331.44	668.56	66.57%
<b>7005 Reservoirs/Rights of Way</b>	<b>7,000.00</b>	<b>4,000.00</b>	<b>8,671.44</b>	<b>-1,671.44</b>	<b>123.88%</b>
70060601 Maintenance	1,000.00	0.00	0.00	1,000.00	0.00%
70060605 Monitoring	0.00	0.00	0.00	0.00	#DIV/0!
70060636 Electricity	6,000.00	0.00	7,318.77	-1,318.77	121.98%
70060934 Depreciation Expense	0.00	0.00	0.00	0.00	#DIV/0!
<b>7006 Wells</b>	<b>7,000.00</b>	<b>0.00</b>	<b>7,318.77</b>	<b>-318.77</b>	<b>104.55%</b>
70100631 Chemicals	45,000.00	85.16	40,963.51	4,036.49	91.03%
70100632 Heat	14,500.00	0.00	7,748.18	6,751.82	53.44%
70100633 Equipment Maintenance	25,000.00	0.00	45,895.65	-20,895.65	183.58%
70100634 Professional Services	5,000.00	0.00	6,185.00	-1,185.00	123.70%
70100635 Telephone	2,000.00	160.66	2,207.12	-207.12	110.36%
70100636 Electricity	38,000.00	0.00	31,420.54	6,579.46	82.69%
70100637 Building Maintenance	8,000.00	564.56	5,552.54	2,447.46	69.41%
70100638 State Testing	18,000.00	942.91	17,524.55	475.45	97.36%
70100639 License Fees	2,000.00	1,000.00	3,409.05	-1,409.05	170.45%
70100643 Pump Out Treatment Plant	2,000.00	390.00	2,710.00	-710.00	135.50%
70100645 Sludge Removal	11,500.00	1,067.35	14,604.40	-3,104.40	126.99%
<b>7010 Pump Station &amp; Treatment Plant</b>	<b>171,000.00</b>	<b>4,210.64</b>	<b>178,220.54</b>	<b>-7,220.54</b>	<b>104.22%</b>



**TOWN OF JAMESTOWN - WATER DIVISION**

**BUDGET VS ACTUAL**

**JULY 2016 - JUNE 2017**

**YTD Ending June 7, 2017**

<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>ACTUAL BUDGET</u>	<u>PTD EXPENSES</u>	<u>YTD EXPENSES</u>	<u>REMAINING \$</u>	<u>% of BUDGET</u>
70110570 South Pond - Alarm	0.00	0.00	0.00	0.00	#DIV/0!
70110636 South Pond - Electricity	1,650.00	0.00	1,126.77	523.23	68.29%
70110637 South Pond - Transfer Pump	2,000.00	100.07	4,778.10	-2,778.10	238.91%
<b>7011 South Pond Pre-Treatment Bldg</b>	<b>3,650.00</b>	<b>100.07</b>	<b>5,904.87</b>	<b>-2,254.87</b>	<b>161.78%</b>
70120636 Water Tower - Electricity	3,000.00	0.00	1,804.38	1,195.62	60.15%
70120643 Water Tower - Maintenance	500.00	0.00	0.00	500.00	0.00%
<b>7012 Water Tower</b>	<b>3,500.00</b>	<b>0.00</b>	<b>1,804.38</b>	<b>1,695.62</b>	<b>51.55%</b>
70130644 Gasoline/Oil	1,500.00	0.00	603.20	896.80	40.21%
70130645 Repairs/Maintenance	1,000.00	271.05	3,314.97	-2,314.97	331.50%
<b>7013 Vehicles</b>	<b>2,500.00</b>	<b>271.05</b>	<b>3,918.17</b>	<b>-1,418.17</b>	<b>156.73%</b>
70200651 Clamps	1,000.00	0.00	0.00	1,000.00	0.00%
70200652 Pipe	5,000.00	200.00	2,851.93	2,148.07	57.04%
70200653 Backfill & Excavation	2,000.00	0.00	0.00	2,000.00	0.00%
<b>7020 Maintenance &amp; Laterals</b>	<b>8,000.00</b>	<b>200.00</b>	<b>2,851.93</b>	<b>5,148.07</b>	<b>35.65%</b>
70300661 Service Repairs	8,000.00	2,738.89	8,055.34	-55.34	100.69%
70300663 New Services	3,000.00	487.80	3,036.67	-36.67	101.22%
<b>7030 Water Division Services</b>	<b>11,000.00</b>	<b>3,226.69</b>	<b>11,092.01</b>	<b>-92.01</b>	<b>100.84%</b>
70400672 Supplies/Expenses	14,000.00	112.28	4,382.61	9,617.39	31.30%
70400673 Meter Reading	0.00	0.00	0.00	0.00	#DIV/0!
<b>7040 Meters</b>	<b>14,000.00</b>	<b>112.28</b>	<b>4,382.61</b>	<b>9,617.39</b>	<b>31.30%</b>
70500681 Maintenance	8,000.00	0.00	555.00	7,445.00	6.94%
<b>7050 Hydrants</b>	<b>8,000.00</b>	<b>0.00</b>	<b>555.00</b>	<b>7,445.00</b>	<b>6.94%</b>
70600201 Legal Fees	0.00	0.00	0.00	0.00	#DIV/0!
70600923 Billing	6,500.00	0.00	3,527.52	2,972.48	54.27%
70600924 Insurance	7,200.00	0.00	7,200.00	0.00	100.00%
70600925 Audit	4,000.00	0.00	0.00	4,000.00	0.00%
70600926 Supplies & Training	5,000.00	0.00	6,910.50	-1,910.50	138.21%
<b>7060 Administration</b>	<b>22,700.00</b>	<b>0.00</b>	<b>17,638.02</b>	<b>5,061.98</b>	<b>77.70%</b>
70700350 Principal	0.00	0.00	0.00	0.00	#DIV/0!
70700940 Interest	0.00	0.00	0.00	0.00	#DIV/0!
70700300 Transfer to \$6.2 Water Debt	435,967.00	0.00	0.00	435,967.00	0.00%
<b>7070 Debit Service</b>	<b>435,967.00</b>	<b>0.00</b>	<b>0.00</b>	<b>435,967.00</b>	<b>0.00%</b>
70800000 Infrastructure Replacement					
Fund/Capital Improvements	100,000.00	8,602.50	100,893.77	-893.77	100.89%
Implementation & Conservation	0.00	0.00	0.00	0.00	#DIV/0!
<b>7080 Total</b>	<b>100,000.00</b>	<b>8,602.50</b>	<b>100,893.77</b>	<b>-893.77</b>	<b>100.89%</b>
<b>TOTAL EXPENSES</b>	<b>1,206,034.00</b>	<b>23,986.52</b>	<b>708,992.88</b>	<b>497,041.12</b>	<b>58.79%</b>
<b>TOTAL REVENUES</b>	<b>1,206,034.00</b>	<b>0.00</b>	<b>981,731.43</b>	<b>224,302.57</b>	<b>81.40%</b>

**TOWN OF JAMESTOWN - SEWER DIVISION**  
**BUDGET VS ACTUAL**  
**JULY 2016 - JUNE 2017**  
**YTD Ending June 7, 2017**

<u>ACCOUNT NUMBER &amp; DESCRIPTION</u>	<u>ACTUAL BUDGET</u>	<u>PTD EXPENSES</u>	<u>YTD EXPENSES</u>	<u>REMAINING \$</u>	<u>% of BUDGET</u>
<b>OPERATING REVENUES</b>					
40100400 Sewer Line Frontage Assessment	79,501.00	0.00	0.00	79,501.00	0.00%
40100404 New Service Deposits	0.00	0.00	0.00	0.00	#DIV/0!
40100405 Inspection Fees	250.00	0.00	150.00	100.00	60.00%
40100406 Sewer Use Sales	555,000.00	0.00	419,081.99	135,918.01	75.51%
40100408 New Service Connection Fees	30,000.00	3,000.00	18,000.00	12,000.00	60.00%
40100413 Miscellaneous Income	0.00	0.00	0.00	0.00	#DIV/0!
40100414 Dumping Fees	5,000.00	0.00	3,290.00	1,710.00	65.80%
40100415 Investment Income	0.00	0.00	0.00	0.00	#DIV/0!
44000850 Golf Course Allocation	8,000.00	0.00	0.00	8,000.00	0.00%
<b>40100 TOTAL REVENUES</b>	<b>677,751.00</b>	<b>3,000.00</b>	<b>452,521.99</b>	<b>225,229.01</b>	<b>66.77%</b>
<b>OPERATING EXPENSES</b>					
70000100 Public Works Director	22,739.00	0.00	21,828.97	910.03	96.00%
70000101 Wastewater Super w/Long	69,089.00	0.00	66,780.04	2,308.96	96.66%
70000102 Accounting w/Long	37,097.00	0.00	36,746.74	350.26	99.06%
70000103 Asst. Superintendent w/Long	64,164.00	0.00	61,903.39	2,260.61	96.48%
70000104 Plant Operator w/Long	56,277.00	0.00	54,302.74	1,974.26	96.49%
70000111 Wastewater Super OT	9,000.00	0.00	1,693.49	7,306.51	18.82%
70000113 Asst. Superintendent OT	9,000.00	0.00	14,173.30	-5,173.30	157.48%
70000114 Plant Operator OT	8,000.00	0.00	9,725.27	-1,725.27	121.57%
<b>7000 Salaries</b>	<b>275,366.00</b>	<b>0.00</b>	<b>267,153.94</b>	<b>8,212.06</b>	<b>97.02%</b>
70009900 Social Security	21,069.00	0.00	18,070.74	2,998.26	85.77%
70009901 Health & Dental	55,825.00	2,992.27	34,226.51	21,598.49	61.31%
70009902 Life Insurance	550.00	0.00	613.80	-63.80	111.60%
70009904 Retirement	30,042.00	894.23	21,118.52	8,923.48	70.30%
70009906 Worker's Compensation	9,000.00	0.00	9,000.00	0.00	100.00%
Salary Adj	6,000.00	0.00	0.00	0.00	0.00%
70020910 Clothing Allowance	1,500.00	0.00	158.13	1,341.87	10.54%
<b>7000 Benefits</b>	<b>123,986.00</b>	<b>3,886.50</b>	<b>83,187.70</b>	<b>34,798.30</b>	<b>67.09%</b>
<b>7000 TOTAL SALARY &amp; BENEFITS</b>	<b>399,352.00</b>	<b>3,886.50</b>	<b>350,341.64</b>	<b>43,010.36</b>	<b>87.73%</b>
70020001 Power - Electricity	40,000.00	0.00	31,232.47	8,767.53	78.08%
70020002 Chemicals	2,500.00	0.00	2,365.47	134.53	94.62%
70020003 Heat	10,000.00	0.00	5,511.19	4,488.81	55.11%
70020004 Water	2,200.00	0.00	1,830.45	369.55	83.20%
70020005 Chlorine	7,000.00	0.00	3,689.28	3,310.72	52.70%
70020006 Equipment Maintenance	22,000.00	1,038.95	19,148.64	2,851.36	87.04%
70020007 Solvents, Cleaning, Office Supplies	5,000.00	22.28	9,455.20	-4,455.20	189.10%
70020008 Laboratory Supplies	4,500.00	0.00	2,120.07	2,379.93	47.11%
70020009 Telephone	750.00	57.35	551.52	198.48	73.54%
70020010 Alarm Lines	5,500.00	290.45	5,605.89	-105.89	101.93%
70020011 Sludge Disposal	40,000.00	0.00	27,700.10	12,299.90	69.25%
70020012 Truck Operation & Maintenance	1,000.00	0.00	439.07	560.93	43.91%
70020013 Gas - Truck	2,500.00	0.00	127.68	2,372.32	5.11%
70020014 State Mandated Testing	20,000.00	1,122.00	19,856.07	143.93	99.28%
70020015 Permit Renewal	0.00	1,500.00	1,500.00	-1,500.00	#DIV/0!
70020016 Training	1,000.00	0.00	360.00	640.00	36.00%
70020103 Generator Fuel	0.00	0.00	0.00	0.00	#DIV/0!
70020600 Professional Services	2,000.00	0.00	50.00	1,950.00	2.50%
70020xxx Audit	2,500.00	0.00	0.00	2,500.00	0.00%
<b>7002 Wastewater Treatment Facility</b>	<b>168,450.00</b>	<b>4,031.03</b>	<b>131,543.10</b>	<b>36,906.90</b>	<b>78.09%</b>

**TOWN OF JAMESTOWN - SEWER DIVISION**  
**BUDGET VS ACTUAL**  
**JULY 2016 - JUNE 2017**  
**YTD Ending June 7, 2017**

<b><u>ACCOUNT NUMBER &amp; DESCRIPTION</u></b>	<b><u>ACTUAL BUDGET</u></b>	<b><u>PTD EXPENSES</u></b>	<b><u>YTD EXPENSES</u></b>	<b><u>REMAINING \$</u></b>	<b><u>% of BUDGET</u></b>
700300017 Pumping Station #3 (W Ferry)	4,000.00	198.21	3,164.12	835.88	79.10%
700300018 Pumping Station #1 (Bayview)	18,500.00	0.00	17,021.64	1,478.36	92.01%
700300019 Pumping Station #2 (Hamilton)	10,500.00	0.00	8,912.52	1,587.48	84.88%
700300020 Pumping Station #4 (Maple)	750.00	0.00	451.11	298.89	60.15%
<b>7003 Pumping Stations</b>	<b>33,750.00</b>	<b>198.21</b>	<b>29,549.39</b>	<b>4,200.61</b>	<b>87.55%</b>
70040598 Equipment Insurance	4,000.00	0.00	4,000.00	0.00	100.00%
<b>7004 Insurance</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>100.00%</b>
70050021 Maintenance and Cleaning	6,500.00	0.00	1,633.40	4,866.60	25.13%
70050605 West Ferry Extension Notes	5,371.00	0.00	23,006.94	-17,635.94	428.35%
70050xxx Jet Vac Truck Lease	10,703.00	0.00	0.00	10,703.00	0.00%
70050xxx Slip Lining	9,625.00	0.00	0.00	9,625.00	0.00%
<b>7005 Sanitary Sewers, Laterals&amp;Mains</b>	<b>32,199.00</b>	<b>0.00</b>	<b>24,640.34</b>	<b>7,558.66</b>	<b>76.53%</b>
70100.xxx Capital Set Aside	40,000.00	0.00	12,094.29	27,905.71	30.24%
<b>7007 Capital Improvement</b>	<b>40,000.00</b>	<b>0.00</b>	<b>12,094.29</b>	<b>27,905.71</b>	<b>30.24%</b>
<b>TOTAL EXPENSES</b>	<b>677,751.00</b>	<b>8,115.74</b>	<b>552,168.76</b>	<b>119,582.24</b>	<b>81.47%</b>
<b>TOTAL REVENUE</b>	<b>677,751.00</b>	<b>3,000.00</b>	<b>452,521.99</b>	<b>225,229.01</b>	<b>66.77%</b>





Town of Jamestown

## Resolution of the Town Council

No. 2017-\_\_

**DRAFTED AT THE REQUEST OF COUNCILMAN  
DICKINSON**

**Town of Jamestown**

### **A RESOLUTION AUTHORIZING A NON-BINDING REFERENDUM REGARDING THE TOWN'S TARGET SHOOTING PROHIBITION**

**WHEREAS**, the Town Council of the Town of Jamestown (the "Town Council") adopted certain amendments to the Jamestown Code of Ordinances at Sec. 38 – to wit: prohibiting the discharge of weapons for recreational target shooting (the "Amendments"); and

**WHEREAS**, the Town Council is concerned that the Amendments have caused a division of opinion in the Jamestown community between those supporting the Amendments and those opposing the Amendments; and

**WHEREAS**, it is important to the Town Council to understand the opinion of the general public in instances where it is alleged that divisions of opinion exist regarding actions of the Town Council; and

**WHEREAS**, the Town Council, after careful review and discussion of the Amendments and their alleged division of opinion in the Jamestown community, is willing and does hereby act to authorize an opinion poll of the community on the question of whether the qualified voters supports the Amendments.

**NOW, THEREFORE, BE IT RESOLVED**, that we, the Town Council of the Town of Jamestown, Rhode Island, hereby act to authorize the Jamestown Board of Canvassers to conduct a special election at the earliest time possible to present the following non-binding question to the qualified voters of the Town of Jamestown:

"Do you support the action of the Town Council of the Town of Jamestown to prohibit the discharge of weapons for recreational target shooting?"

Yes

No

**BE IT FURTHER RESOLVED**, that the Town Administrator and Town Clerk are hereby authorized to do and to take any and all actions to implement and effect this decision of the Town Council of the Town of Jamestown.

By Order of the Jamestown Town Council

\_\_\_\_\_  
Kristine S. Trocki, President

\_\_\_\_\_  
Michael G. White, Vice President

\_\_\_\_\_  
Blake A. Dickinson

\_\_\_\_\_  
Mary E. Meagher

\_\_\_\_\_  
Eugene B. Mihaly

IN WITNESS WHEREOF, I hereby attach my hand and the official seal  
of the Town of Jamestown this 22<sup>nd</sup> day of May, 2017.

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

**JAMESTOWN TOWN CHARTER  
INITIATIVE PROCEDURE**

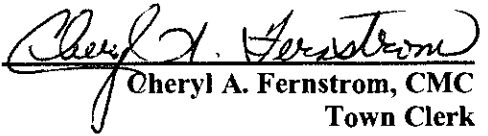
Sec. 218. - Initiative and referendum.

In order to preserve direct participation in government to the voters of Jamestown, there are hereby established procedures whereby they may initiate legislative proposals for consideration by the town council and the voters.

Sec. 219. - Initiative procedure.

Any proposed ordinance may be submitted to the town council by a petition signed by qualified electors of the town equal in number to at least ten percent of the number of persons registered to vote at the time of the last regular town election. Whenever the town council receives a certified initiative petition from the town clerk, it shall proceed at once to consider the proposed ordinance transmitted therewith, and shall take a final vote on the enactment of same no more than 30 days following receipt of the petition from the town clerk. If the town council shall fail to pass an ordinance thus proposed by initiative petition, or shall pass it in altered form, the said ordinance as originally proposed by the petitioners shall be submitted to the electors for their approval or rejection, no less than 30 days nor more than one year from the date the town council takes its final vote thereon. The town council may, and if no regular election is to be held within such period shall, provide for a special election.

Adopted by the Jamestown Town Council  
At a Public Hearing on April 10, 2017

Attest:   
Cheryl A. Fernstrom, CMC  
Town Clerk

**PUBLIC HEARING NOTICE  
TOWN OF JAMESTOWN**

1  
2  
3  
4 Notice is hereby given that the Town Council of the Town of Jamestown will conduct a public  
5 hearing on April 10, 2017 at 7:00 p.m. at the Jamestown Town Hall, 93 Narragansett Avenue  
6 on the following proposed amendment to the Code of Ordinances regarding Chapter 38 –  
7 Offenses and Miscellaneous Provisions, Article V - Weapons. Opportunity shall be given to all  
8 persons interested to be heard upon the matter at the public hearing. The following proposed  
9 ordinance amendment is under consideration and may be adopted and/or altered or amended  
10 prior to the close of the public hearing without further advertising, as a result of further study or  
11 because of the views expressed at the public hearing. Any alteration or amendment must be  
12 presented for comment in the course of the public hearing. The proposed amendment is  
13 available for review and/or purchase at the Town Clerk's Office between the hours of 8:30 a.m.  
14 and 4:30 p.m., Monday through Friday, excluding Holidays and on the Town's web site at  
15 [www.jamestownri.gov](http://www.jamestownri.gov).

16  
17 **Section 1.** Be it hereby ordained by the Town Council of the Town of Jamestown that the  
18 Jamestown Code of Ordinances, Chapter 38, as the same may have been heretofore amended, is  
19 hereby amended by changing the text of the Chapter, as follows:

20 NOTE: words set as ~~strike through~~ are to be deleted from the ordinance; words  
21 underlined are to be added to the ordinance.

22 See Exhibit A, attached hereto and incorporated herein by reference.

23 **Section 2.** The Town Clerk is hereby authorized to cause said changes to be made to Chapter  
24 38 of the Town of Jamestown's Code of Ordinances.

25 **Section 3.** This Ordinance shall take effect upon its passage.

26  
27 Ad Date(s): March 30, 2017  
28 Publication Source: Jamestown Press  
29 Hearing Date: April 10, 2017  
30 Action: Adopted April 10, 2017  
31 Certified: Cheryl A. Fernstrom, CMC, Town Clerk



1 **Exhibit A**

2 **Sec. 38-111. - Use of rifled firearm while hunting.**

3 No person shall, while hunting within the town, use a rifled firearm, other than a shotgun  
4 outfitted with a rifled barrel or a muzzleloader with a rifled barrel.

5 **Sec. 38-112. Definitions.**

6 The following definitions shall have the following meanings for the purposes of this chapter:

7 “Building”: any structure used or intended for supporting or sheltering any use or occupancy,  
8 including but not limited to a dwelling, and or accessory building or structure.

9 “Discharge”: the operation of a firearm as to cause the ignition of the powder charge with or  
10 without the expulsion of a projectile from the firearm.

11 “Firearm”: includes any machine gun, pistol, rifle, air rifle, air pistol, “blank gun,” “BB gun,” or  
12 other instrument from which steel or metal projectiles are propelled, or which may readily be  
13 converted to expel a projectile, except crossbows, recurve, compound, or longbows, and except  
14 instruments propelling projectiles which are designed or normally used for a primary purpose  
15 other than as a weapon. The frame or receiver of the weapon shall be construed as a firearm  
16 under the provisions of this section.

17 “Recreational Target Range”: a non-commercial target range which may be located indoors or  
18 outdoors to practice the discharge of weapons aimed at a target.

19 **Sec. 38-113 Firearm Discharge.**

20 Conanicut Island is determined and declared to be a compact area as that term is set forth  
21 pursuant to the relevant provisions of the R.I. General Laws at Title 11, Chapter 47, Section 50,  
22 as amended. No person, not being at the time under police or military duty, shall Discharge any  
23 Firearm on Conanicut Island in the Town of Jamestown.

24 **Sec 38-114. Use of weapons in self-defense and hunting.**

25 No provision of this chapter shall be construed as prohibiting the use of Firearms by licensed  
26 armed guards or by private persons in the Town for the protection or defense of person or  
27 property and/or hunting in accordance with applicable provisions of the General Laws.

28 **Sec. 38-115. Enforcement.**

29 Any person violating the provisions of this section shall be punished as provided in Section 1-15.

## RECOMMENDATIONS

Perhaps most significant to the committee was its discussion of the Financial Town Meeting (FTM) and the means by which citizens vote on the Town Budget. The TCRC did review alternatives to the FTM in their charter review, but chose instead to unanimously support the following resolution.

While the FTM voting process is not described in the Charter, it is the Committee's hope that the Town Council will give the budget approval process, whether it be at an FTM or referendum, a thorough review and support this resolution.

### Resolution

Article XI. Financial Provisions

The TCRC strongly recommends the implementation of a paper ballot or electronic ballot to approve the Town, School, and combined budgets and any warrant item exceeding fifty thousand dollars (\$50,000), whether through a Financial Town Meeting or through an all-day Referendum.

---

This change more closely follows the Open Meetings Act:

Article II. The Town Council

#### Section 206 Special Meetings

The town council may convene a special meeting only by majority consent of the town council. ~~The town council may meet sooner than 48 hours after each member has been notified of a special meeting, but only by unanimous consent of the town council. Any member may waive the requirement of notice of a special meeting, and such waiver shall be entered in the record of the proceedings of such special meeting.~~ Special Meetings shall be subject to and comply with the Open Meetings legislation of the State as set forth in Title 42, Chapter 42-46 of the Rhode Island General Laws. The town council may by a majority vote convene an Emergency Meeting as set forth in § 42-46-6 to address only an unexpected occurrence that requires immediate action to protect the public.

---

Following discussions with the Town Clerk and the Board of Canvass Clerk it was decided that there was no need for party designation:

Article IV. Administrative Departments

#### Section 405. Board of Assessment Review

There shall be a board of assessment review consisting of three members and one alternate member who shall sit only when any one of the three members is unavailable. All members shall be qualified electors and residents of the town and shall be appointed by the town council for a term of three years. ~~There shall be no more than two board members belonging to the same political party noninclusive of the alternate member.~~ If a member of such board shall cease to be a qualified elector and resident of the town that office shall thereby become vacant. The board of assessment review shall hear and consider the appeal of any property owner concerning the amount of the assessed valuation as determined by the assessor. The board shall keep an accurate record of its proceedings which shall be available for public inspection. If it shall appear that the valuation of any property has been erroneous or incorrect, the board shall have authority to order a correction. Such determination shall be certified by the board to the tax assessor

**BUDGET ADOPTION  
PROCEDURES**

**FOR**

**RHODE ISLAND  
MUNICIPALITIES**

## **BARRINGTON**

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

### **Procedure for Adopting Town Budget:**

1. Town manager prepares proposed budget.
2. Town manager submits proposed budget to the town council.
3. Town council may revise the budget as submitted by the town manager.
4. Town council adopts a recommended budget which it presents to the committee on appropriations.
5. Committee on appropriations reviews the budgets of the town council and the school committee. It develops a recommended consolidated town budget for presentation at a public meeting.
6. Following the preliminary public meeting, the committee on appropriations prepares a town budget which it submits to the financial town meeting.
7. Financial town meeting adopts town budget.

**2010 Census:** 16,310

**Year Charter was Adopted:** 1958

# **BRISTOL**

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

## **Procedures for Adopting Town Budget:**

1. Each department head, including town clerk, the school committee, and boards and agencies submit estimates of proposed expenditures to the town treasurer.
2. Town treasurer prepares and submits budget recommendations to the town council.
3. Town council may alter budget recommendations as submitted by town treasurer.
4. Town council holds public hearing on the proposed budget.
5. Town council may alter proposed budget and then adopt final budget.
6. A special town meeting may be called, by petition, to reconsider any item for expenditure in the operating budget or capital budget as finally approved by town council.

**2010 Census:** 22,954

**Year Charter was Adopted:** 1970

## **BURRILLVILLE**

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

### **Procedures for Adopting Town Budget:**

1. Budget board receives estimates of expenditures from town departments and offices.
2. Budget board holds hearing on departmental requests.
3. Budget board submits its recommendations to town manager.
4. Town manager submits budget to town council.
5. Town council must hold at least two public hearings on proposed budget.
6. Town council adopts final budget.
7. Budget as finally adopted by town council may be subject to referendum.
8. Finance director shall amend the budget to reflect election results.

**2010 Census:** 15,955

**Year Charter was Adopted:** 1988



# **CENTRAL FALLS**

**Form of Government:** Mayor-Council

**Legislative Body:** City Council

**Chief Executive:** Mayor

**Procedure for Adopting City Budget:**

1. Finance director compiles budget information for mayor.
2. Mayor prepares and submits budget to city council.
3. City council adopts budget.

**2010 Census:** 19,376

**Year Charter was Adopted:** 1952

# **CHARLESTOWN**

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

**Procedures for Adopting Town budget:**

1. Departments, officers, commissions and agencies submit budget requests to town administrator.
2. Town administrator submits budget estimates to the budget commission.
3. Budget commission holds meetings on recommended annual budget.
4. Budget commission submits recommended budget to town council.
5. Town council may revise budget and adopts tentative budget for presentation at financial referendum town meeting.
6. Budget public hearing is held and warrant items submitted.
7. After the budget public hearing, the council makes final revisions to the budget for placement on ballot for all-day referendum.
8. All-day financial referendum determines final budget.

**2010 Census:** 7,827

**Year Charter was Adopted:** 1980

# COVENTRY

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

## **Procedure for Adopting Town Budget:**

1. Manager prepares and submits the annual budget to the town council.
2. Town council holds public hearings on the budget.
3. After the public hearings, town council may amend the budget.
4. Manager may item veto any increase in the budget proposed by the town council.
5. Town council may override the manager's veto.
6. Town council presents the budget to the financial town meeting.
7. Financial town meeting adopts the final budget.
8. Amendments to adopted budget which exceed specified levels require an all-day referendum.

**2010 Census:** 35,014

**Year Charter was Adopted:** 1972

# **CRANSTON**

**Form of Government:** Mayor-Council

**Legislative Body:** City Council

**Chief Executive:** Mayor

## **Procedure for Adopting City Budget:**

1. The head of each department, agency, board, commission or office files with the director of finance an estimate of revenues and expenditures.
2. The mayor, with the cooperation of the director of finance, frames and submits to the city council an operating budget.
3. The city council holds public hearings on the budget.
4. The city council may increase or decrease any items in the budget as submitted by the mayor.
5. The mayor may disapprove of any increase in the budget made by the city council.
6. The city council, by a vote of 2/3 of all its members, may override the mayor's disapproval.

**2010 Census:** 80,387

**Year Charter was Adopted:** 1962

# CUMBERLAND

**Form of Government:** Mayor-Council

**Legislative Body:** Town Council

**Chief Executive:** Mayor

## **Procedures for Adopting Town Budget:**

1. All estimates for operating and capital expenditures by departments, officials and agencies are submitted to the finance director.
2. Finance director reviews all estimates and submits recommendations to the mayor.
3. Mayor reviews recommendations of finance director and submits budget to town council.
4. Council holds public hearings on the budget.
5. Town council adopts final budget and submits it to the mayor for approval.
6. Mayor approves final budget or returns it to council with written statement of objections.
7. Town council can accept or reject the mayor's objections.
8. Revised budget is submitted to mayor until budget is finally adopted. Adopted budget may be subject to a referendum.

**2010 Census:** 33,506

**Year Charter was Adopted:** 1978

# **EAST GREENWICH**

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

## **Procedures for Adopting Town Budget:**

1. Manager prepares and submits the proposed budget to the town council.
2. Town council holds public hearing on the recommended budget.
3. Town council may revise the budget as submitted by manager.
4. Electors may petition the town council to make changes in the proposed budget.
5. Town council adopts recommended budget for presentation to the financial town meeting.
6. If petition is rejected by town council it may be renewed at financial town meeting.
7. Financial town meeting adopts budget.

**2010 Census:** 13,146

**Year Charter was Adopted:** 1972



# **EAST PROVIDENCE**

**Form of Government:** Council-Manager

**Legislative Body:** City Council

**Chief Executive:** City Manager

## **Procedure for Adopting City Budget:**

1. City manager obtains from departments and agencies estimates of revenues and expenditures.
2. City manager submits a proposed budget and an explanatory budget message to the city council.
3. City council holds a public hearing on the proposed budget as submitted.
4. City council holds a public hearing on any proposed changes in the budget.
5. City council adopts budget.

**2010 Census:** 47,037

**Year Charter was Adopted:** 1954

## **EXETER**

**Form of Government:** Town Council-Town Meeting

**Legislative Body:** Town Council

### **Procedure for Adopting Town Budget:**

1. Department and agency heads submit estimates of revenues and expenditures to town council.
2. Town council reviews and revises estimates and prepares proposed budget.
3. Town council holds a public hearing on recommended budget.
4. Town council adopts recommended budget for presentation to the financial town meeting.
5. Financial town meeting adopts budget.

**2010 Census:** 6,425

**Year Charter was Adopted:** 1996

# **FOSTER**

**Form of Government:** Town Council-Town Meeting

**Procedure for Adopting Town Budget:**

1. Department heads submit budget requests to the town council.
2. Town council may revise budget requests.
3. Town council holds public hearing on proposed budget.
4. Town council adopts recommended budget for presentation to financial town meeting.
5. Financial town meeting adopts final budget.

**2010 Census:** 4,606

**Year Charter was Adopted:** 1976

# **GLOCESTER**

**Form of Government:** Town Council-Town Meeting

**Legislative Body:** Town Council

**Procedures for Adopting Town Budget:**

1. The budget board submits recommended budget to the town council.
2. Town council shall review and revise recommended budget.
3. Town council holds public hearing on recommended budget.
4. Town council adopts recommended budget for presentation to the financial town meeting.
5. Financial town meeting adopts budget.

**2010 Census:** 9,746

**Year Charter Adopted:** 1990

# **HOPKINTON**

**Form of government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

## **Procedures for Adopting Town Budget:**

1. Town manager prepares budget based on submissions by department heads, etc. and on recommendations of finance board.
2. Town manager submits proposed budget and finance board's recommendations to council.
3. Town council, after a public hearing, may revise, and must adopt budget for submission to financial town assembly.
4. Electors of town may present a petition of warrant items to change the submitted budget.
5. Financial town assembly determines which items are to be included in the proposed budget.
6. Town council adopts the proposed budget and all warrant items to be submitted to the financial referendum.
7. Electors voting in financial referendum determine final budget.

**2010 Census:** 8,188

**Year Charter was Adopted:** 2002

# **JAMESTOWN**

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

## **Procedures for Adopting Town Budget:**

1. Town administrator obtains estimates of revenues and expenditures from the head of each office, department and agency.
2. Town administrator prepares a proposed budget and submits it to the town council.
3. Town council may revise the proposed budget.
4. Town council adopts a recommended budget for presentation to the financial town meeting.
5. Financial town meeting adopts final budget.

**2010 Census:** 5,405

**Year Charter was Adopted:** 1974



# JOHNSTON

**Form of Government:** Mayor-Council

**Legislative Body:** Town Council

**Chief Executive:** Mayor

**Procedure for Adopting Town Budget:**

1. Mayor prepares the budget and budget message.
2. Mayor presents proposed budget to the town council.
3. Town Council holds one or more public hearings on the proposed budget.
4. Town council enacts budget.

**2010 Census:** 28,769

**Year Charter was Adopted:** 1962

# LINCOLN

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

## **Procedure for Adopting Town Budget:**

1. Each department and agency submits requests to town administrator.
2. Town administrator prepares annual budget and submits it to the budget board.
3. The budget board may confer with the town council and shall hold one or more public hearings.
4. Budget board prepares budget recommendations for submission to financial town meeting.
5. Electors may file motion regarding expenditures to be considered at financial town meeting.
6. Financial town meeting adopts the budget.

**2010 Census:** 21,105

**Year Charter was Adopted:** 1958

# **LITTLE COMPTON**

**Form of Government:** Town Council-Town Meeting

**Legislative Body:** Town Council

**Procedures for Adopting Town Budget:**

1. Budget requests shall be submitted to budget committee.
2. Budget committee prepares budget.
3. Budget committee holds a public hearing on preliminary budget.
4. Town council causes to be published summary of proposed budget.
5. Financial town meeting adopts the final budget.

**2010 Census:** 3,492

**Year Charter was Adopted:** 1994

# MIDDLETOWN

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

**Procedures for Adopting Town Budget:**

1. Town administrator submits town consolidated budget to town council.
2. Town council gives budget two preliminary readings.
3. Town council holds two public hearings on the budget.
4. Town council enacts final budget.

**2010 Census:** 16,150

**Year Charter was Adopted:** 1968

# **NARRAGANSETT**

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

**Procedure for Adopting Town Budget:**

1. Town manager prepares the budget and submits it to the town council.
2. Town council holds two or more public hearings on the entire proposed budget.
3. Town council adopts final budget.

**2010 Census:** 15,868

**Year Charter was Adopted:** 1966

# **NEW SHOREHAM**

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

## **Procedures for Adopting Town Budget:**

1. All department heads, boards, commissions and agencies submit requests to town manager.
2. Town manager prepares and submits proposed budget to town council.
3. Town council holds at least one public hearing on proposed budget.
4. Town council may revise budget as submitted by town manager.
5. Town council adopts recommended budget.
6. Financial town meeting adopts budget.

**2010 Census:** 1,051

**Year Charter was Adopted:** 1988

# **NEWPORT**

**Form of Government:** Council-Manager

**Legislative Body:** City Council

**Chief Executive:** City Manager

## **Procedures for Adopting City Budget:**

1. City manager prepares and submits a proposed budget to the city council.
2. City council holds a public hearing on the proposed budget.
3. Manager prepares and presents to the city council a revised budget and revenue projection.
4. City council holds a public hearing on the revised budget.
5. City council may make further revisions to the revised budget.
6. City council adopts the final budget.

**2010 Census:** 24,672

**Year Charter was Adopted:** 1952



# **NORTH KINGSTOWN**

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

## **Procedure for Adopting Town Budget:**

1. Town manager submits proposed budget to town council.
2. Town council may revise budget as submitted by town manager.
3. Town council adopts a preliminary budget.
4. Town council holds two (2) public hearings on preliminary budget.
5. Electors of the town may circulate a petition requesting changes in the budget.
6. The town council adopts final budget after consideration of any petitions received.
7. Budget as finally approved by town council may be subject to a referendum.

**2010 Census:** 26,486

**Year Charter was Adopted:** 1954

# **NORTH PROVIDENCE**

**Form of Government:** Mayor-Council

**Legislative Body:** Town Council

**Chief Executive:** Mayor

## **Procedure for Adopting Town Budget:**

1. Mayor prepares the annual budget with assistance of director of finance.
2. Mayor submits the proposed budget and his message to town council.
3. Town council must hold at least one public hearing on the proposed budget.
4. Town council may amend budget as submitted by mayor, and returns to mayor for approval.
5. Mayor approves the budget or may veto specific items.
6. Town council may override mayor's veto by a five-sevenths vote or may adopt budget as resubmitted by mayor.

**2010 Census:** 32,078

**Year Charter was Adopted:** 1973

# **NORTH SMITHFIELD**

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

## **Procedure for Adopting Town Budget:**

1. Town administrator assembles annual budget requests of all departments and agencies.
2. Town administrator submits estimates to budget committee.
3. Budget committee submits budget recommendations to town council.
4. Town council holds public hearing on budget prior to adoption.
5. Town council adopts final budget.
6. Upon a petition of at least 500 qualified electors, a special town meeting must be called to reconsider items for expenditure in either the operating or capital budget.

**2010 Census:** 11,967

**Year Charter was Adopted:** 1968

# **PAWTUCKET**

**Form of Government:** Mayor-Council

**Legislative Body:** City Council

**Chief Executive:** Mayor

## **Procedures for Adopting City Budget:**

1. Mayor prepares annual budget.
2. Mayor submits annual budget to city council.
3. City council must hold at least one public hearing on proposed budget.
4. City council may revise budget as submitted by mayor.
5. City council must hold public hearing on any budget revisions.
6. City council adopts final budget.

**2010 Census:** 71,148

**Year Charter was Adopted:** 1952

# **PORTSMOUTH**

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

## **Procedures for Adopting Town Budget:**

1. Administrator prepares and submits budget to town council.
2. Town council conducts hearings on the provisional budget.
3. Town council adopts final town budget by ordinance.
4. Final budget as adopted by town council may be subject to a referendum.

**2010 Census:** 17,389

**Year Charter was Adopted:** 1972

# **PROVIDENCE**

**Form of Government:** Mayor-Council

**Legislative Body:** City Council

**Chief Executive:** Mayor

## **Procedures for Adopting City Budget:**

1. The finance director obtains revenue and expenditure estimates from each department, office and agency.
2. The mayor prepares and submits an operating budget to city council.
3. City council holds a public hearing on the budget.
4. City council may amend budget as submitted by the mayor.
5. City council adopts budget (appropriation ordinance) and submits it to the mayor.
6. Mayor approves appropriation ordinance or disapproves and vetoes the same.
7. City council may override mayor's veto by two-thirds vote or may adopt budget as resubmitted by the mayor.

**2010 Census:** 178,042

**Year Charter was Adopted:** 1980

# **RICHMOND**

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

## **Procedures for Adopting Town Budget:**

1. Town administrator prepares draft preliminary budget and submits it to the board of finance.
2. Board of finance prepares a revised draft budget and submits to town administrator.
3. Town administrator prepares final version of proposed budget and submits to town council.
4. Town council conducts a public hearing on the proposed budget.
5. Town council prepares a budget for submission to the financial town meeting.
6. Electors may petition for changes to the submitted budget.
7. Financial town meeting adopts budget.

**2010 Census:** 7,708

**Year Charter was Adopted:** 2008



# **SMITHFIELD**

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

## **Procedures for Adopting Town Budget:**

1. Town manager submits proposed budget and accompanying message to town council.
2. Town council holds public hearing on the proposed budget.
3. Town council adopts budget with or without amendment for presentation to financial town meeting.
4. Financial town meeting adopts the final budget.

**2010 Census:** 21,430

**Year Charter was Adopted:** 1992

# **SOUTH KINGSTOWN**

**Form of Government:** Council-Manager

**Procedure for Adopting Town Budget:**

1. Town council schedules public hearing to receive public input regarding the budget.
2. Town manager prepares the budget and budget message and submits them to the town council.
3. Town council may revise the budget as submitted by the town manager.
4. Town council adopts a preliminary budget.
5. Town council holds two public hearings on the preliminary budget.
6. Electors of the town may circulate petitions requesting changes in the budget.
7. Town council gives final approval to the budget after consideration of any petitions received.
8. Budget as finally approved by town council may be subject to a referendum.

**2010 Census:** 30,639

**Year Charter was Adopted:** 1968

# **TIVERTON**

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

## **Procedures for Adopting Town Budget:**

1. Budget Committee receives preliminary budget requests.
2. Budget Committee receives final budget requests.
3. Budget Committee approves and submits the Budget Proposal to Town Clerk.
4. Optional Budget Proposals may be submitted by School Committee and Town Council.
5. Elector Budget Proposals may be submitted by elector petitions.
6. Financial Town Hearing scheduled to review all Budget Proposals.
7. Financial Town Referendum adopts Budget Proposal.
8. Financial Town Referendum Runoff occurs if no Budget Proposal receives a majority of votes.

**2010 Census:** 15,780

**Year Charter was Adopted:** 1994

# WARREN

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

## **Procedures for Adopting Town Budget:**

1. Town manager prepares and submits proposed budget to town council.
2. Town council reviews submitted budget and adopts a preliminary budget.
3. Electors may circulate and submit petitions for budget changes to town council.
4. Town council holds two public hearings: first on the preliminary budget; second on the final budget.
5. Town council approves proposed budget for presentation to financial town meeting.
6. Financial town meeting adopts final budget.
7. Budget as finally approved by financial town meeting may be subject to a referendum.

**2010 Census:** 10,611

**Year Charter was Adopted:** 1994

# WARWICK

**Form of Government:** Mayor-Council

**Legislative Body:** City Council

**Chief Executive:** Mayor

## **Procedures for Adopting City Budget:**

1. Director of Finance obtains estimates of revenues and expenditures from each department, office and agency.
2. Mayor submits budget and budget message to city council.
3. City council holds a public hearing on the budget.
4. City council may amend budget as submitted by the mayor.
5. City council adopts a budget.
6. Mayor approves budget, but may disapprove any items changed by city council.
7. City council may override mayor's disapproval of any changed items, or may adopt budget as resubmitted by mayor.

**2010 Census:** 82,672

**Year Charter was Adopted:** 1960

# **WEST GREENWICH**

**Form of Government:** Administrator-Council

**Legislative Body:** Town Council

**Chief Executive:** Town Administrator

## **Procedure for Adopting Town Budget:**

1. Town officials, departments and agencies submit budget requests to town administrator.
2. Town administrator submits the budget recommendations to town council.
3. Budget committee may be appointed by town council to assist with recommended budget.
4. Town council holds public hearing on preliminary recommended budget.
5. Town council adopts proposed budget for presentation to the financial town meeting.
6. Financial town meeting adopts budget.

**2010 Census:** 6,135

**Year Charter was Adopted:** 1996

# **WEST WARWICK**

**Form of Government:** Council-Manager

**Legislative Body:** Town Council

**Chief Executive:** Town Manager

## **Procedure for Adopting Town Budget:**

1. All departments, officials and agencies submit estimates for expenditures to town manager.
2. Town manager prepares budget and submits it to the town council.
3. Town council must hold at least two public hearings on the budget.
4. Town council may revise the budget as submitted by town manager.
5. Town council explains and officially proposes budget at financial town meeting.
6. All-day referendum either approves or disapproves the budget.

**2010 Census:** 29,191

**Year Charter was Adopted:** 1986



## **WESTERLY**

**Form of Government:** Council-Manager

**Legislative Body:** Town Council      **Chief Executive:** Town Manager

### **Procedure for Adopting Town Budget:**

1. Manager obtains from the head of each town office, department or agency an estimate of its proposed expenditures and anticipated revenues.
2. Manager prepares budget and submits it to the board of finance.
3. Board of finance may revise any of the proposed budget items and must conduct one (1) public hearing on the tentative budget.
4. Board of finance transmits its recommendation to the town council.
5. Town council may revise the budget, in which case no less than two (2) public hearings shall be conducted.
6. The final budget as proposed by the town council may be amended by referendum.

**2010 Census:** 22,787

**Year Charter was Adopted:** 1968

# **WOONSOCKET**

**Form of Government:** Mayor-Council

**Legislative Body:** City Council

**Chief Executive:** Mayor

## **Procedure for Adopting City Budget:**

1. The finance department obtains from each department, office and agency detailed estimates of revenues and expenditures. The estimates may be revised by the finance department and the mayor.
2. The finance department assists the mayor in compiling the budget.
3. The mayor prepares and recommends to the city council an annual budget.
4. The city council holds a public hearing on the budget.
5. The city council may increase or decrease the budget as presented by the mayor.
6. The city council adopts the budget.
7. The mayor may veto any change in the budget made by the city council.
8. The city council, by an affirmative vote of at least five (5) of its members, may override the mayor's veto.

**2010 Census:** 41,186

**Year Charter was Adopted:** 1952



**TOWN OF JAMESTOWN**  
**Parks & Recreation Office**  
**P.O. Box 377**  
**41 Conanicus Ave.**  
**JAMESTOWN, RHODE ISLAND 02835**

Recreation Office (401) 423-7260  
Teen Center (401) 423-7261  
Fort Getty (401) 423-7211  
Fax (401) 423-7229

TO: ANDREW E. NOTA, TOWN ADMINISTRATOR  
FROM: ANDREW J. WADE, PARKS & RECREATION DIRECTOR  
SUBJECT: RFQ Lawn Avenue Renovation – Design Services Contract Award  
DATE: June 5<sup>th</sup>, 2017

On January 30<sup>th</sup>, the town opened packets from five(5) firms who supplied their qualifications in response to the RFQ for Design Services for the Lawn Avenue Athletic Complex Renovation Project that is associated with the \$400,000 RIDEM Grant awarded in September of 2016. Upon reviewing the qualification packets, three firms were chosen to be interviewed by town staff including myself, Public Works Director Mike Gray, and Town Planner Lisa Bryer. Following the interviews of The Gifford Design Group, Weston & Sampson, and BETA Group, these firms were asked to provide pricing for their services related to this project. Prices were received and reviewed on May 19<sup>th</sup> by myself and Finance Director Tina Collins. Upon reviewing these proposals, in addition to the vetting process comprised of reviewing their submitted qualifications and interviews, it is my recommendation that the Town of Jamestown select Weston & Sampson to complete the design services as defined in the original RFQ.

**RFQ Respondents:**

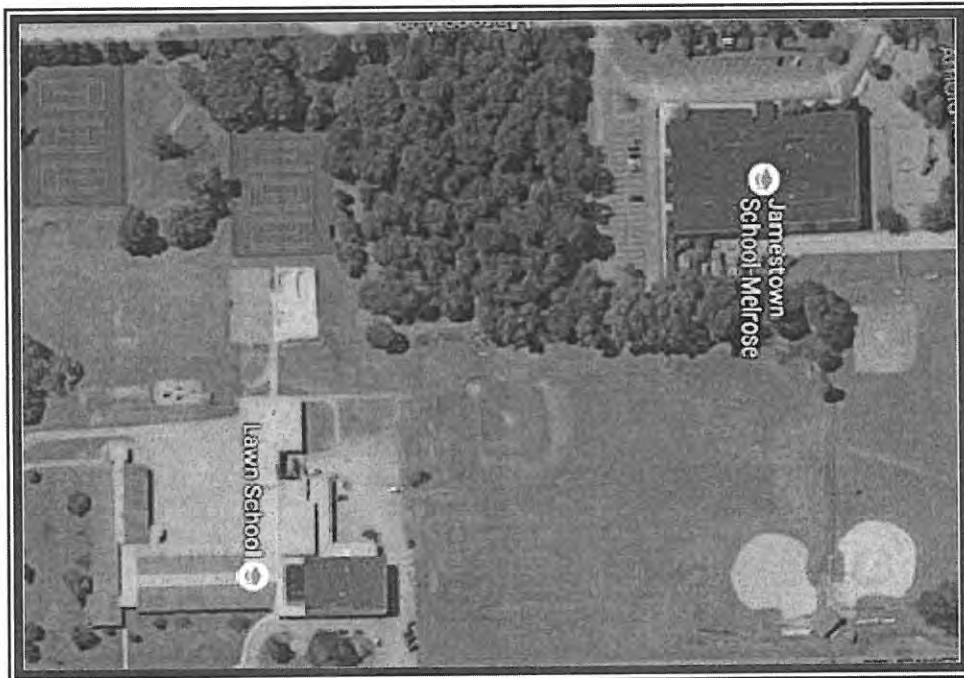
BETA Group  
Garner & Gerrish  
George Gifford Design Group  
Weston & Sampson  
Veri/Waterman & Associates

**RFP Respondents:**

BETA Group	\$44,840.00
The Gifford Design Group	\$39,200.00
Weston & Sampson	\$38,000.00



Request for Qualifications  
for  
Recreation Complex Design Services



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LAWN AVENUE RECREATION COMPLEX  
Jamestown, Rhode Island

2017

## Request for Qualifications

**Project:** Lawn Avenue Recreation Complex Design Services, Jamestown, RI

**Deadline:** February 17, 2017, 2:00 pm. Office of the Finance Director, 93  
Narragansett Avenue, Jamestown RI

### **I. Project Background**

The Lawn Avenue Recreation Complex is Jamestown's only multi-use recreational athletic complex offering a large athletic field, a little league sized baseball field, a basketball court, and a skate park. The property includes both of Jamestown Schools, an elementary and a middle school. The complex is used heavily by both schools for recess, physical education, and interscholastic athletics.

The purpose of this project is to develop an architectural plan for the park to include a town accepted vision for new shingled wooden dugouts on the three ballfields (6), a new basketball court with side baskets (4), an expanded skate park over the footprint of the existing basketball court, a fitness trail around the perimeter of the ballfield area, and a rain collection cistern located near the Melrose School building.

### **II. Scope of Work**

- A. Work with Town Administrator, Public Works, and Parks & Recreation Department to develop a coordinated architectural plan for the park;
- B. Present the architectural plan to the Town Council for acceptance;
- C. Based on the accepted architectural plan, develop schematics for the dugouts, basketball court, expanded skate park, fitness trail, and rain collection system.
- D. Present the schematics and vision in C. above to the Town Council at a public meeting for acceptance;
- E. Based on the accepted schemes in D. above, develop construction documents for public bidding purposes;
- F. In addition to ongoing consultation with Jamestown Town Administrator, Public Works Director, and Parks and Recreation Director, the consultant can expect to participate in at least 5 working meetings with staff and Town Council.
- G. Color renderings shall be developed for initial architectural style presentation and schematic and vision presentations.

### **III. Work Products**

Submit 5 copies of all work products to the staff. Submit 15 copies of all work products to the Town Council. All bid documents and final products determined upon completion and acceptance of the project by the Town Council shall be provided by digital file in Autocad Civil 2010 and Geo-referenced.

1 large presentation style rendering shall be provided of the Final accepted Plans

**IV. Qualifications Statements will include the following:**

- A. Company Profile - Provide a general description of the company and the services that will be provided, office locations, number and type of personnel who will be involved in the different services provided. If the same individual(s) will be assigned to different categories of services, define this in your proposal. If subcontractors will be providing any of the basic services, identify each and provide the same information for each subcontractor.
  - B. Organizational Support and Key Personnel —A project manager(s) or lead consultant, who is a registered Landscape Architect(s) in the State of Rhode Island, must be identified in addition to all proposed support personnel, specifying which service(s) each will support. Provide resumes for all personnel as well as for subcontractors, (if to be used on behalf of the consultant).
  - C. Relevant experience — Provide examples of relevant experience and dates performed for the services proposed. The same information must be provided for subcontractors, if utilized.
  - D. References — A minimum of three (3) municipal references with recently verified phone numbers and addresses. The same information must be provided by subcontractors, if utilized.
  - E. Project Management — Provide a summary description or how services, etc. will be provided to the Town of Jamestown. Fully describe how you would interact with Town personnel, Town hired subcontractors, professionals, etc. and how you would organize yourself to complete the tasks assigned.
  - F. Professional/General Liability Insurance —List in detail (or provide) the types of insurance and monetary levels carried by the proposer. A certificate of insurance will be required from the successful proposer (s). Levels and types of insurance agreed to by the parties will be maintained for the duration of the contract(s) with the Town. Failure to maintain these insurances will be grounds for the Town to void any contract(s).
- V. Basis for Selection**
- A. Quality of work performed previously by individual or firm;
  - B. Experience in land use and recreation planning as evident in similar projects;
  - C. Record of individual or firm in accomplishing work on other project in the required time;



- D. Current workload of individual or firm and the immediate level of commitment should they be hired by the Town;
- E. Subcontractors to be retained by the individual/firm;
- F. Schedule proposal, and;
- G. Familiarity with and/or located within Jamestown.

**VI. Schedule**

The following schedule has been established for the selection of a consultant for the preparation of the plan:

- January 30, 2017**      Advertisement appears on Newport Website
- February 17, 2017**      Deadline for response to the RFQ
- March, 2017**              Consultant selected by Town Council
- April, 2017**              Contract developed and reviewed by Town Representatives
- April, 2017**              Begin work
- June, 2017**              Presentation of architectural plan to the Town Council and public for input
- July, 2017**              Presentation of schematics for the Athletic Complex
- August 1, 2017**          Present construction documents for public bidding purposes to Town for review and acceptance
- September, 2017-  
September, 2018**      Phased onsite construction commences onsite.
- September 22, 2018**      Grant Funding Period ends, project completed

**VII. Submission of Materials**

Please provide 4 (four) copies of your proposal no later than 2:00 PM on February 17<sup>th</sup> to the office of:

Christina D. Collins, Finance Director  
 Jamestown, RI 02835  
 (401) 423-7210  
 ccollins@jamestownri.net



Questions regarding this request for proposal may be directed to:  
Andrew Wade, Parks and Recreation Director  
401-423-7266, [awade@jamestownri.net](mailto:awade@jamestownri.net)  
or  
Michael Gray, PE, Public Works Director  
401-423-7225, [mgray@jamestownri.net](mailto:mgray@jamestownri.net)

**VIII. Available Materials**

- Existing Conditions (See Attached PDF)
- Preliminary Master Plan May, 2017 (See Attached PDF)



**REQUEST FOR PROPOSALS (RFP) for  
ARCHITECTURAL SERVICES AT  
LAWN AVENUE RECREATION COMPLEX**

The Town of Jamestown is seeking proposals from Architectural firms; hereafter called "Proposer(s)" to secure architectural design for the renovation of the recreation facilities at the Lawn Avenue Recreation Complex.

Proposers shall provide design and engineering services for pre-design, schematic design, design development, permitting and final design services inclusive of construction documentation and bid specifications, for the following:

- Newly constructed 6' wide ADA accessible fitness trail around the perimeter of the Lawn Avenue baseball/softball fields that will be approximately ¼ mile in length.
- Wood framed and shingled roof dugouts to be installed on the Little League Field, Softball Field, and Full-sized Baseball Field including redesigned fencing configurations.
- Newly constructed full sized ADA accessible basketball court to be installed in new location within the Lawn Avenue School.
- Rainwater collection cistern to be installed for field irrigation using water from the roof of the Melrose School.
- Upgraded Electrical System for redesign of ballfield lighting.

Questions regarding this Request for Proposals should be directed to the Parks & Recreation Director

Andrew Wade  
Jamestown Parks & Recreation  
41 Conanicus Ave.  
Jamestown, RI 02835  
(401) 423-7266  
[awade@jamestownri.net](mailto:awade@jamestownri.net)

**In order to be considered, Proposals must be received by the Town Finance Director, Christina Collins, by 11:00 am, Friday, May 19, 2017 at the Jamestown Town Hall located at 93 Narragansett Avenue, Jamestown, RI 02835 "LAWN AVE COMPLEX". Proposals will be evaluated by the Town's designated evaluation committee and scored based upon relevant criteria. A tentative award date of June 19, 2017 is expected at the Regularly Scheduled Council Meeting held at the Jamestown Town Hall located at 93 Narragansett Avenue, Jamestown, RI 02835 at 6:30pm.**

## **A. Project Background and Summary of Services:**

The Lawn Avenue Recreation Area is located in the block between Lawn Avenue, Arnold Avenue, Watson Avenue and Melrose Avenue. The fields, courts and other outdoor open play areas occupy approximately 6.3 acres. This town owned and maintained property in Jamestown's only multi-use recreational complex in town. Activities which take place at the school are: tennis, softball, baseball, soccer, volleyball, golf, summer playground, track and field activities, outdoor basketball, and other passive activities such as kite flying. Although the outdoor facilities at the school are open to the public at all times, the Parks & Recreation Department and School Department programs take precedence over other uses. Both the baseball and soccer programs use the same field space, rotating the activity according to the season. Outdoor recreational facilities available at the school are as follows:

- Baseball Fields – 1 little league field, 1 lighted softball field, 1 minor league Babe Ruth field, 1 minor league grass field. These fields are used during the months of March through October.
- Soccer – 1 full size soccer field, 5 small side fields.
- Mini-Park picnic area, 2 bleachers, 4 benches, 1 lighted softball field.
- Concession building with storage space and 2 restrooms (men and women).
- Tennis – 6 tennis courts with fencing and one bench.
- Basketball – 2 full size basketball courts.
- Playground Area with swings, a slide, climbers and handicapped accessible play areas.
- Kids Rock climbing features.
- Skate Park

All criteria must be evaluated and confirmed by the Project Architect along with all project stakeholders during the very early stages of project research, programming, and design development.

As a result of this solicitation, the Town may request a combination of architectural services related to pre-construction, construction, and closeout phases of the project. Proposals provided in response to this request shall address the respondent's ability to provide the various services required for each project phase which would include, but not be limited to, the following:

### **1. Programing Phase**

- a. Create a Master Plan showing of all proposed projects and anticipated future work to be completed at the site per direction of the Town.
- b. Facilitate meetings with Town of Jamestown staff as needed to develop basic components, including standard building systems, equipment and materials and code compliance.
- c. Provide schematic site plan sketches, schematic cost estimates and conceptual project schedule.
- d. Prepare and submit Master Plan for Town review and approval.
- e. Present completed Master Plan to Jamestown Town Council at a public meeting for final approval.

**2. Design Development Phase**

- a. Work with the Town on preparing design options and recommendations.
- b. Estimate construction costs. Based on preferred options to prepare.
- c. Prepare and submit Preliminary Project Design Documents, Preliminary Specifications, Preliminary Cost Estimate and Schedule to the Town for review and approval at a public meeting.

**3. Construction Document Phase**

- a. Prepare complete Construction Documents and Bid Specifications.
- b. Submit Construction Documents for review.
- c. Correct plans to reflect issues noted by review.
- d. Present final plans for town approval at a public meeting.

**4. Bid Phase**

- a. Preparation of bid documents and specifications suitable for public bidding and conduct a pre-bid conference.

**5. Construction Administration Phase**

- a. Conduct a Pre-Construction meeting and conduct regular construction progress meetings.
- b. Coordinate, review and process all Requests for Change Proposals, Change Orders, etc., including maintaining a log of all such documents.
- c. Provide direction for questions and concerns from the contractor in resolution of problems.
- d. Monitor construction progress, cost, and general conformance with the contract documents throughout the construction process.

**B. STATEMENT OF QUALIFICATIONS**

Proposals should include:

1. Briefly identify your firm, organizational structure and support resources available to complete the Summary of Services outlined above in this RFP.
2. List the qualifications of key personnel who would be assigned to this project including relative experience, degrees, certifications and professional affiliations.
3. Briefly propose a general work plan to complete the architectural services for the Lawn Avenue Recreation Complex construction relative to the scope of work as outlined in this RFP.

**In order to be considered, Proposals must be received by the Town Finance Director, Christina Collins, by 11:00 am, Friday, May 19, 2017 at the Jamestown Town Hall located at 93 Narragansett Avenue, Jamestown, RI 02835 LABELED "LAWN AVE COMPLEX". Proposals will be evaluated by the Town's designated evaluation committee and scored based upon relevant criteria. A tentative award date of June 19, 2017 is expected at the Regularly Scheduled Council Meeting held at the Jamestown Town Hall located at 93 Narragansett Avenue, Jamestown, RI 02835 at 6:30pm.**

May 18, 2017

Christina D. Collins  
Finance Director  
93 Narragansett Avenue  
Jamestown, RI 02835

Re: **Lawn Avenue Recreation Complex Design Services, Jamestown, RI**

Dear Ms. Collins:

Weston & Sampson is pleased to submit this price proposal to provide the Town of Jamestown with planning, design, and construction administration services for improvements to the Lawn Avenue Recreation Complex. This price proposal is prepared in response to your recent Request for Proposals issued on 5/3/17, and supplements our previous qualifications submitted on 1/19/17 and 2/17/17.

As instructed in your RFP, we have provided this price proposal on the required form attached to this letter. We have based our fee on our understanding of the scope of services; however, we are amenable to discussing or refining our approach to pricing in a way that is mutually beneficial and agreeable.

Please contact us at 617-412-4480 or at [ruanec@wseinc.com](mailto:ruanec@wseinc.com) / [michaelm@wseinc.com](mailto:michaelm@wseinc.com) if you have any questions or need additional information. We would be happy further discuss our proposal with you.

Our sincere wishes for a successful project,  
WESTON & SAMPSON



Cheri Ruane, RLA  
Vice President | Authorized Official



Michael S. Moonan, RLA, LEED®AP  
Team Leader



REQUEST FOR PROPOSALS (RFP) for  
ARCHITECTURAL SERVICES LAWN  
AVENUE RECREATION COMPLEX  
Jamestown, Rhode Island  
**FEE PROPOSAL FORM**

- 1. Programing Phase** \$ 6,500.00
- a. Create a Master Plan showing of all current projects and anticipated future work to be completed at the site per direction of the Town.
  - b. Facilitate meetings with Town of Jamestown staff as needed to develop basic components, including standard building systems, equipment and materials and code compliance.
  - c. Provide schematic site plan sketches, schematic cost estimates and conceptual project schedule.
  - d. Prepare and submit Master Plan for Town review and approval.
  - e. Present completed Master Plan to Jamestown Town Council at a public meeting for final approval.
- 2. Design Development Phase** \$ 9,800.00
- a. Work with the Town on space planning and design options and recommendations.
  - b. Estimate construction costs. The Design Development Phase shall include all sub-consultants' fees.
  - c. Prepare and submit Preliminary Project Design Documents, Preliminary Specifications, Preliminary Cost Estimate and Schedule to the Town for review and approval at a public meeting.
- 3. Construction Document Phase** \$ 10,800.00
- a. Prepare complete Construction Documents and Bid Specifications.
  - b. Submit Construction Documents for review.
  - c. Correct plans to reflect issues noted by review.
  - d. Present final plans for town approval at a public meeting.
- 4. Bid Phase** \$ 2,300.00
- a. Preparation of bid documents and specifications suitable for public bidding and conduct a pre-bid conference.
- 5. Construction Administration Phase** \$ 8,300.00
- a. Conduct a Pre-Construction meeting and conduct regular construction progress meetings.
  - b. Coordinate, review and process all Requests for Change Proposals, Change Orders, etc., including maintaining a log of all such documents.
  - c. Provide direction for questions and concerns from the contractor in resolution of problems. d. Monitor construction progress, cost, and general conformance with the contract documents throughout the construction process.
- 6. Additional Public Meetings (if required)** \$ 300.00
- TOTAL PROPOSED ARCHITECTURAL FEE (Items 1 thru 6)** \$ 38,000\* .00

\*Total fee without item 6 is \$37,700. The item 6 fee is the amount per meeting, if required.

# Traffic Committee

## (7) Voting Members

Unspecified

Meetings are held the third Tuesday of each month at 6:00 p.m. at Town Hall.

### Charge:

<sup>1</sup> The Traffic Committee will investigate parking and traffic issues including but not limited to, stop signs, speeding, parking and other related issues in the Town of Jamestown and make recommendations to the Town Council.

There are to be seven (7) members that will consist of one (1) representing and appointed by the Jamestown Chamber of Commerce, one (1) representing and appointed by the Jamestown Shores Association, one (1) representing and appointed by the Harbor Commission, two (2) citizens-at-large, ~~two (2) Council members~~ and two members appointed by the Town Council, one of them a current member of the Town Council.

### <sup>2</sup>Current Members:

### Term Ending:

Mary Meagher – Town Council Member	Unspecified	<u>December 31, 2017</u>
Thomas Tighe – Town Council Member <u>Appointee</u>	Unspecified	<u>December 31, 2017</u>
Vincent Moretti - Citizen-at-Large	Unspecified	<u>December 31, 2018</u>
Melissa Mastrostefano - Citizen-at-Large	Unspecified	<u>December 31, 2018</u>
William Munger - Chamber of Commerce	Unspecified	<u>December 31, 2019</u>
Timothy Yentsch - Jamestown Shores Association	Unspecified	<u>December 31, 2019</u>
David Cain - Harbor Commission	Unspecified	<u>December 31, 2019</u>

**Restructured 12/16/13**

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<sup>1</sup> Pursuant to a Vote of the Jamestown Town Council on June 11, 2001. The Parking Committee was originally formed early in 1998 and was charged with investigating parking issues only, not traffic.

<sup>2</sup> At a meeting of the Town Council on February 17, 2009, the Council voted to restructure the committee.

<sup>37</sup> At a meeting on May 20, 2013, Council voted to restructure committee to include 2 Council Members

<sup>38</sup> At a meeting on December 17, 2013 Council voted unanimously to restructure committee

March 29, 2017

Kristine S. Trocki, President  
Jamestown Town Council  
Town Hall  
93 Narragansett Avenue  
Jamestown, RI 02835

Re: Low Speed Vehicles on Town Roads.

Dear Ms. Trocki:

The Jamestown Traffic Commission is forwarding to you and Members of the Town Council the request from William Munger to allow Low Speed Vehicles on town roads where the speed limit is 35 mph or less.

The Committee has determined that this issue doesn't fall under the purview of the Traffic Committee, which is to review existing ordinances as they pertain to Chapter 70 Traffic and Vehicles, Article I. In General, Section 70-1 to 70-20; Article II. Administration and Enforcement, Section 70-21 to 70-50; Article III. Specific Street Regulations, Section 70-51 to 70-75; and Article IV. Stopping, Standing and Parking, Section 70-76 to 70-90.

We believe the request for the use of slow speed vehicles on town roads is a matter for the Town Council. If the Council believes the use of such vehicles would benefit the community, state approval would be required as it is governed by State Law.

Respectfully,

Jamestown Traffic Committee

Thomas P. Tighe  
Chairperson

Copy to:           Traffic Committee Members  
                          Town Administrator  
                          Town Solicitor



**GENERAL ASSEMBLY OF NORTH CAROLINA  
SESSION 2001**

**SESSION LAW 2001-356  
HOUSE BILL 1052**

AN ACT DEFINING AND REGULATING LOW-SPEED VEHICLES AND OTHERS.

The General Assembly of North Carolina enacts:

**SECTION 1.** G.S. 20-4.01 reads as rewritten:

**"§ 20-4.01. Definitions.**

Unless the context requires otherwise, the following definitions apply throughout this Chapter to the defined words and phrases and their cognates:

- ~~(12a)~~ (12a) Golf Cart. – A vehicle designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of 20 miles per hour.
- ~~(12a)~~ (12b) Gross Vehicle Weight Rating (GVWR). – The value specified by the manufacturer as the maximum loaded weight of a vehicle. The GVWR of a combination vehicle is the GVWR of the power unit plus the GVWR of the towed unit or units. When a vehicle is determined by an enforcement officer to be structurally altered from the manufacturer's original design, the license weight or the total weight of the vehicle or combination of vehicles may be deemed as the GVWR for the purpose of enforcing this Chapter.
- ~~(12b)~~ (12c) Hazardous Materials. – Materials designated as hazardous by the United States Secretary of Transportation under 49 U.S.C. § 1803.
- ~~(48c)~~ (48c) Utility Vehicle. – Vehicle designed and manufactured for general maintenance, security, recreational, and landscaping purposes, but does not include vehicles designed and used primarily for the transportation of persons or property on a street or highway."

**SECTION 2.** G.S. 20-4.01(27) is amended by adding a new sub-subdivision

to read:

"(27) Passenger Vehicles. –

- ~~h.~~ h. Low-speed vehicle. A four-wheeled electric vehicle whose top speed is greater than 20 miles per hour but less than 25 miles per hour."

**SECTION 3.** G.S. 20-54 is amended by adding a new subdivision to read:

"(8) The vehicle is a golf cart or utility vehicle."

**SECTION 4.** G.S. 20-87 is amended by adding a new subdivision to read:

"(12) Low-Speed Vehicles. – The fee for a low-speed vehicle is the same as the fee for private passenger vehicles of not more than 15 passengers."

**SECTION 5.** Chapter 20 of the General Statutes is amended by adding a new section to read:

**"§ 20-121.1. Operation of a low-speed vehicle on certain roadways.**

The operation of a low-speed vehicle is authorized with the following restrictions:

- (1) A low-speed vehicle may be operated only on streets and highways where the posted speed limit is 35 miles per hour or less. This does not

prohibit a low-speed vehicle from crossing a road or street at an intersection where the road or street being crossed has a posted speed limit of more than 35 miles per hour.

- (2) A low-speed vehicle shall be equipped with headlamps, stop lamps, turn signal lamps, tail lamps, reflex reflectors, parking brakes, rearview mirrors, windshields, windshield wipers, speedometer, seat belts, and a vehicle identification number.
- (3) A low-speed vehicle shall be registered and insured in accordance with G.S. 20-50 and G.S. 20-309.
- (4) The Department of Transportation may prohibit the operation of low-speed vehicles on any road or highway if it determines that the prohibition is necessary in the interest of safety.
- (5) Low-speed vehicles must comply with the safety standards in 49 C.F.R. § 571.500."

**SECTION 6.** Notwithstanding the provisions of G.S. 20-50 and G.S. 20-54, the Town of Lake Waccamaw may, by ordinance, regulate the operation of electric golf carts on any public street or road within the Town that is located south of N.C. 214.

By ordinance, the Town may require the registration of golf carts, charge a fee for the registration, specify the persons authorized to operate golf carts, and specify required equipment, load limits, and the hours and methods of operation of the golf carts.

**SECTION 7.** This act becomes effective August 1, 2001.

In the General Assembly read three times and ratified this the 1<sup>st</sup> day of August, 2001.

s/ Beverly E. Perdue  
President of the Senate

s/ James B. Black  
Speaker of the House of Representatives

s/ Michael F. Easley  
Governor

Approved 11:42 a.m. this 10<sup>th</sup> day of August, 2001

# Low-Speed Vehicles

What is a low-speed vehicle and where can it be operated?

## **North Carolina General Statutes say:**

§ 20-121.1. Operation of a low-speed vehicle on certain roadways.

The operation of a low-speed vehicle is authorized with the following restrictions:

- (1) A low-speed vehicle may be operated only on streets and highways where the posted speed limit is 35 miles per hour or less. This does not prohibit a low-speed vehicle from crossing a road or street at an intersection where the road or street being crossed has a posted speed limit of more than 35 miles per hour.
- (2) A low-speed vehicle shall be equipped with headlamps, stop lamps, turn signal lamps, tail lamps, reflex reflectors, parking brakes, rearview mirrors, windshields, windshield wipers, speedometer, seat belts, and a vehicle identification number.
- (3) A low-speed vehicle shall be registered and insured in accordance with G.S. 20-50 and G.S. 20-309.
- (4) The Department of Transportation may prohibit the operation of low-speed vehicles on any road or highway if it determines that the prohibition is necessary in the interest of safety.
- (5) Low-speed vehicles must comply with the safety standards in 49 C.F.R. § 571.500. (2001-356, s. 5.)

## **The North Carolina Department of Motor Vehicles says:**

Low-speed vehicles may be operated only on streets and highways where the posted speed limit is 35 miles per hour or less. It may cross a road or street at an intersection with a posted speed higher than 35 mph. The low-speed vehicle must be equipped with headlamps, stop lamps, turn signal lamps, tail lamps, reflex reflectors, parking brakes, rearview mirrors, windshields, windshield wipers, speedometer, seat belts and a vehicle identification number. It must be insured and registered.

## Requirements for Titling & Registration

- Inspection

An inspector's report confirming that the vehicle is equipped for road use and meets all DOT safety standards.

### **The U.S. Department of Transportation Federal Motor Vehicle Safety Standards says:**

#### §571.500 Standard No. 500; Low-speed vehicles.

- S1. Scope. This standard specifies requirements for low-speed vehicles.
- S2. Purpose. The purpose of this standard is to ensure that low-speed vehicles operated on the public streets, roads, and highways are equipped with the minimum motor vehicle equipment appropriate for motor vehicle safety.
- S3. Applicability. This standard applies to low-speed vehicles.
- S4. [Reserved.]
- S5. Requirements.
  - (a) When tested in accordance with test conditions in S6 and test procedures in S7, the maximum speed attainable in 1.6 km (1 mile) by each low-speed vehicle shall not more than 40 kilometers per hour (25 miles per hour).
  - (b) Each low-speed vehicle shall be equipped with:
    - (1) Headlamps,
    - (2) Front and rear turn signal lamps,
    - (3) Tail lamps,
    - (4) Stop lamps,
    - (5) Reflex reflectors: one red on each side as far to the rear as practicable, and one red on the rear,
    - (6) An exterior mirror mounted on the driver's side of the vehicle and either an exterior mirror mounted on the passenger's side of the vehicle or an interior mirror,

(7) A parking brake,

(8) A windshield that conforms to the Federal motor vehicle safety standard on glazing materials (49 CFR 571.205).

(9) A VIN that conforms to the requirements of part 565 Vehicle Identification Number of this chapter, and

(10) A Type 1 or Type 2 seat belt assembly conforming to Sec. 571.209 of this part, Federal Motor Vehicle Safety Standard No. 209, Seat belt assemblies, installed at each designated seating position.

S6. General test conditions - Each vehicle must meet the performance limit specified in S5(a) under the following test conditions.

S6.1. Ambient conditions.

S6.1.1. Ambient temperature - The ambient temperature is any temperature between 0 °C (32 °F) and 40 °C (104 °F).

S6.1.2. Wind speed - The wind speed is not greater than 5 m/s (11.2 mph).

S6.2. Road test surface.

S6.2.1. Pavement friction - Unless otherwise specified, the road test surface produces a peak friction coefficient (PFC) of 0.9 when measured using a standard reference test tire that meets the specifications of American Society for Testing and Materials (ASTM) E1136, "Standard Specification for A Radial Standard Reference Test Tire," in accordance with ASTM Method E 1337-90, "Standard Test Method for Determining Longitudinal Peak Braking Coefficient of Paved Surfaces Using a Standard Reference Test Tire," at a speed of 64.4 km/h (40.0 mph), without water delivery (incorporated by reference; see 49 CFR 571.5).

S6.2.2. Gradient - The test surface has not more than a 1 percent gradient in the direction of testing and not more than a 2 percent gradient perpendicular to the direction of testing.

S6.2.3. Lane width - The lane width is not less than 3.5 m (11.5 ft).

S6.3. Vehicle conditions.

S6.3.1. The test weight for maximum speed is unloaded vehicle weight plus a mass of 78 kg (170 pounds), including driver and instrumentation.



- S6.3.2. No adjustment, repair or replacement of any component is allowed after the start of the first performance test.
  - S6.3.3. Tire inflation pressure. Cold inflation pressure is not more than the maximum permissible pressure molded on the tire sidewall.
  - S6.3.4. Break-in - The vehicle completes the manufacturer's recommended break-in agenda as a minimum condition prior to beginning the performance tests.
  - S6.3.5. Vehicle openings - All vehicle openings (doors, windows, hood, trunk, convertible top, cargo doors, etc.) are closed except as required for instrumentation purposes.
  - S6.3.6. Battery powered vehicles - Prior to beginning the performance tests, propulsion batteries are at the state of charge recommended by the manufacturer or, if the manufacturer has made no recommendation, at a state of charge of not less than 95 percent. No further charging of any propulsion battery is permissible.
- S7. Test procedure - Each vehicle must meet the performance limit specified in S5(a) under the following test procedure. The maximum speed performance is determined by measuring the maximum attainable vehicle speed at any point in a distance of 1.6 km (1.0 mile) from a standing start and repeated in the opposite direction within 30 minutes.

[63 FR 33216, June 17, 1998, as amended at 68 FR 43972, July 25, 2003]



## Antique, Custom-Built, & Replica Vehicles

Needs to be Registered: **Yes**

Antique, custom-built, & replica vehicles are registered in a similar manner as a car. Visit the Titles Section for the steps involved in registering a vehicle.

- [Title & Register a Vehicle](#)

### Additional Requirements

#### Inspection

Antique and custom-built vehicles presented for first-time titling and registration in North Carolina must be **examined and photographed** by a local NC Division of Motor Vehicles inspector.

The report confirms the vehicle is equipped for road use and meets all DOT safety standards.

- **Locations:** [License & Theft Offices](#)
- **Email:** [Contact Us](#)

#### What is an Antique Vehicle?

- A motor vehicle at least **35 years old** (measured from the date of manufacture)

#### What is a Custom-Built Vehicle?

- A motor vehicle that is completely **reconstructed or assembled from new or used parts**
- Will be branded as "**specially constructed vehicle**"
- Year of vehicle will be year of assembly.

#### What is a Replica Vehicle?

- A motor vehicle which is a replica **manufactured from a kit and sold unassembled**
- Titled as the **make and year model** intended to be replicated
- Model listed on title is "**replica**"
- Will be branded as "**specially constructed vehicle**"
- Motorcycles are not titled as replicas.

## Low-speed Vehicles

Needs to be Registered: **Yes**

Low-speed vehicles may be operated only on streets and highways where the posted speed limit is 35 miles per hour or less. It may cross a road or street at an intersection with a posted speed higher than 35 mph. The low-speed vehicle must be equipped with headlamps, stop lamps, turn signal lamps, tail lamps, reflex reflectors, parking brakes, rearview mirrors, windshields, windshield wipers, speedometer, seat belts and a vehicle identification number. It must be insured and registered.

### Requirements for Titling & Registration

#### Inspection



An inspector's report confirming that the vehicle is equipped for road use and meets all DOT safety standards.

- **Locations:** [License & Theft Offices](#)
- **Email:** [Contact Us](#)

## Mobile Homes

**Needs to be Registered: Yes**

Mobile Homes are registered in a similar manner as a car. Visit the Titles Section for the steps involved in registering a vehicle.

- [Title & Register a Vehicle](#)

To register a Mobile Home from a Manufacturer's Certificate of Origin (MCO) or title, the following things are required.

### Requirements for Titling & Registration

#### Documents - [View Documents Needed](#)

When completing forms and documents read and follow the complete set of directions.

**Identification will be required for all services** that are processed in person. [View Acceptable Identification Documents](#) .

Vehicle Title	Notarization Required
<a href="#">Title Application ( MVR-1 )</a>	Declare all liens, Notarization Required.
<a href="#">Cancellation of Mobile Home Titles ( MVR-46G )</a>	Required if mobile home title is being recorded as real estate

#### Fees

Accepted payment for transactions at [DMV Offices](#) includes **cash, money order, personal checks**<sup>[?]</sup>

**Some offices** accept Visa, MasterCard and Discover credit and debit cards. **Call ahead to confirm.**

Title Transfer Fees	
Certificate of Title	\$52
Tax, Vehicles <sup>[?]</sup>	3% Highway Use Tax
Tax, Mobile Homes (Collected by Selling Dealers) <sup>[?]</sup>	2% Sales Tax, Max \$300

### Vehicle Fees, Contact Information

**Email Us:** [Contact Us](#)

**Visit Us:** [License Plate & Registration Renewal Offices](#)

## Mopeds

**Needs to be Registered: Yes**

As of July 1, 2015, mopeds are required to be registered with NCDMV, in accordance with [House Bill 1145](#). State statute defines a moped as having "two or three wheels, no external shifter, with a motor not to exceed 50 cubic centimeters of piston displacement and up to 30 mph propulsion on a level surface."

### Requirements for Registration



- The moped's Manufacturer's Certificate of Origin (MCO), along with a [Certification of Plate and/or Address](#) form (MVR-1A) **OR** an [Affidavit of Facts for the Registration of a Moped](#) form (MVR-58).
- A valid [North Carolina driver license or identification card](#).

### Requirements for Use

- Operator must be 16 years of age or older to operate on North Carolina highways or public vehicular areas.
- State law requires operators to wear a motorcycle safety helmet when using a moped on North Carolina highways.

### Not Required for Use

- A driver license is not required.
- The moped does not have to be inspected or covered by liability insurance.

[Moped FAQ](#)

## Motorcycles

**Needs to be Registered: Yes**

Motorcycles are registered the same way as a car. Visit the Titles Section for the steps involved in registering a vehicle.

- [Title & Register a Vehicle](#)

## Trailers

**Needs to be Registered: Yes**

Trailers are registered the same way as a car. Visit the Titles Section for the steps involved in registering a vehicle.

- [Title & Register a Vehicle](#)

Individuals coming from a state that does not title and register trailers would need to contact us.

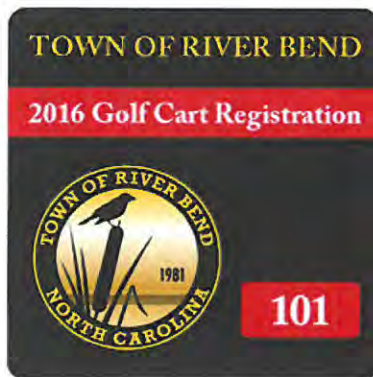
- **Phone:** (919) 715-7000
- **Email:** [Contact Us](#)

## Water Craft

**Needs to be Registered: See NC Wildlife Resources Commission**

Water Craft, such as boats or jet skis, are not registered with the DMV, but they are registered with the North Carolina Wildlife Resources Commission. For more information on registering your water craft visit their website.

- [NC Wildlife Resources Commission](#)



## 2016 Golf Cart Decals Available Beginning December 1st

Only carts displaying the 2016 decal may legally be operated on Town roads after January 1, 2016.

## Golf Carts as Transportation

River Bend residents may drive their properly equipped golf carts on Town streets provided that they are inspected by and registered with our Police Department. Inspection and registration are required annually. The registration fee for each golf cart is \$10.

### Golf Cart Inspection Process

#### How to Register a Golf Cart to Operate on Town Roads

- Call the Police Department (638-1108) and request a golf cart inspection.
- A Police Officer will perform the initial inspection at your residence (so as not to require the illegal operation of the cart on Town streets). Subsequent annual inspections of a currently registered cart may be conducted at the Police Department.
- The Police Officer will complete the Golf Cart Registration / Inspection form, provide you a copy of this brochure, and have you sign the Registration / Inspection Form.
- The Police officer will give you the top copy of the Registration / Inspection form and retain the second copy.
- You then must bring the completed Registration / Inspection form to the Town Hall during normal business hours, pay the appropriate fee, and be issued the registration decal and a receipt for the payment of the fee.
- The registration decal, in accordance with the Town Code, must be affixed in a conspicuous place on the lower left windshield on the cart.
- Each registration is valid for a period that runs from January 1st through December 31st. The registration fee will not be pro rated for decals purchased during the registration period.
- Town Hall staff will mail out renewal notices at least 30 days prior to the renewal date of January 1st.

### Ordinance Regulating Golf Carts on Town Roadways

## Guidance for Golf Carts

### Golf Cart Guidance:

- A model ordinance was established to create uniformity within Municipalities and Counties throughout the State for the use of golf carts on public streets. A city is not required to implement this model ordinance verbatim.
- The municipality or county is only required to follow the statutes "§ 153A-245, "§ 160A-300.6. The statute allows a municipality/county to regulate golf carts on any street with a speed limit 35 mph or less and the operator must be 16 or older.
- The municipality has the legal authority to establish speed limits on municipal streets. General Statute § 20-141 establishes a 35 mph speed limit within the corporate limits. It requires that on state maintained roadways within a municipality that both the Municipality and the State have concurring ordinance to establish a speed limit higher or lower than 35mph.
- If a municipality repeals a concurring ordinance, then by statute § 20-141 it reverts to 35mph. As indicated in § 20-141, if the Department determines on the basis of an engineering and traffic investigation that a higher maximum speed is reasonable and safe under the conditions found to exist upon any part of a highway designated as part of the Interstate Highway System or any part of a controlled-access highway (either inside or outside the corporate limits of a municipality) the Department of Transportation shall determine and declare a reasonable and safe speed limit. Previous rulings have indicated that control of access includes partial and or full.
- Effective December 1, 2009, the speed limit on all state roads that are annexed within the corporate limits will remain at the posted speed limit of the roadway prior to when the road was annexed until both the Municipality and State have concurring ordinances.
- The General Statutes do not require that a municipality complete an engineering and traffic study to modify the speed limits, the Town may use whatever reason they deem appropriate. However, on state maintained roads the statutes require an engineering and traffic study as the basis of the Departments decision to raise or lower the speed limit from the statutory speed limit. The Department has taken the position that the desire to operate golf carts on a roadway is not engineering justification to lowering the speed limit on a state maintained roadway.
- If a municipality/county allows the use of golf carts on public streets, as indicated in the General Statutes, the Department of Transportation will not install signing indicating the presence of golf carts.

**GENERAL ASSEMBLY OF NORTH CAROLINA****SESSION 2009****SESSION LAW 2009-459****HOUSE BILL 121****AN ACT TO ALLOW ALL UNITS OF LOCAL GOVERNMENT TO REGULATE GOLF CARTS.**

The General Assembly of North Carolina enacts:

**SECTION 1.** Chapter 153A of the General Statutes is amended by adding a new section to read:**"§ 153A-245. Regulation of golf carts on streets, roads, and highways.**

(a) Notwithstanding the provisions of G.S. 20-50 and G.S. 20-54, a county may, by ordinance, regulate the operation of golf carts, as defined in G.S. 20-4.01(12a), on any public street, road, or highway where the speed limit is 35 miles per hour or less within the county that is located in any unincorporated areas of the county or on any property owned or leased by the county.

(b) By ordinance, a county may require the registration of golf carts, charge a fee for the registration, specify who is authorized to operate golf carts, and specify the required equipment, load limits, and the hours and methods of operation of golf carts. No person less than 16 years of age may operate a golf cart on a public street, road, or highway."

**SECTION 2.** G.S. 160A-300.5 is repealed.**SECTION 3.** Chapter 160A of the General Statutes is amended by adding a new section to read:**"§ 160A-300.6. Regulation of golf carts on streets, roads, and highways.**

(a) Notwithstanding the provisions of G.S. 20-50 and G.S. 20-54, a city may, by ordinance, regulate the operation of golf carts, as defined in G.S. 20-4.01(12a), on any public street, road, or highway where the speed limit is 35 miles per hour or less within its municipal limits or on any property owned or leased by the city.

(b) By ordinance, a city may require the registration of golf carts, charge a fee for the registration, specify who is authorized to operate golf carts, and specify the required equipment, load limits, and the hours and methods of operation of golf carts. No person less than 16 years of age may operate a golf cart on a public street, road, or highway."

**SECTION 4.** Section 6 of S.L. 2001-356 is repealed.**SECTION 5.** Section 1 of S.L. 2003-124, as amended by S.L. 2004-58, S.L. 2007-204, and S.L. 2007-259, reads as rewritten:

**"SECTION 1.** Notwithstanding the provisions of G.S. 20-50 and G.S. 20-54, the Towns of Beech Mountain, North Topsail Beach, and Seven Devils, and the City of Conover may, by ordinance, regulate the operation of golf carts and utility vehicles on any public street or road within the City or Town. By ordinance, the City or Town may require the registration of golf carts and utility vehicles, specify the persons authorized to operate golf carts and utility vehicles, and specify required equipment, load limits, and the hours and methods of operation of the golf carts and utility vehicles."

**SECTION 6.** Section 1 of S.L. 2005-11, as amended by S.L. 2007-18, is repealed.**SECTION 7.** Section 3 of S.L. 2005-11, as amended by S.L. 2006-149, S.L.



2006-152, and S.L. 2007-18, reads as rewritten:

"**SECTION 3.** Section 1 of this act applies only to the Towns of Benson, Bladenboro, Chadbourn, Clarkton, Elizabethtown, Four Oaks, Rose Hill and Tabor City. Section 2 of this act applies only to Moore County."

**SECTION 8.** Section 9.4 of the Charter for the Town of Cary, as enacted by Section 1 of S.L. 2005-117, is repealed.

**SECTION 9.** S.L. 2006-27, S.L. 2006-149, S.L. 2006-152, S.L. 2007-18, S.L. 2007-72, S.L. 2007-336, and S.L. 2008-71 are repealed.

Page 2 Session Law 2009-459 SL2009-0459

**SECTION 10.** Section 5.2 of the Charter for the Town of Whispering Pines, as enacted by Section 1 of S.L. 2008-105, is repealed.

**SECTION 11.** This act becomes effective October 1, 2009. A county may adopt an ordinance under G.S. 153A-245, and a city may adopt an ordinance under G.S. 160A-300.6 when this act becomes law, but the ordinances may not become effective prior to October 1, 2009. The repeal herein of any act does not affect the rights or liabilities of a local government that arose during the time the act was in effect, or under an ordinance adopted under such an act. If any county or city had adopted an ordinance under any act repealed by this act, and the ordinance would be permitted under G.S. 153A-245 or G.S. 160A-300.6 as enacted by this act, that ordinance shall remain in effect until amended or repealed by that county or city.

In the General Assembly read three times and ratified this the 30<sup>th</sup> day of July, 2009.

s/ Marc Basnight

President Pro Tempore of the Senate

s/ Joe Hackney

Speaker of the House of Representatives

s/ Beverly E. Perdue

Governor

Approved 12:26 p.m. this 7<sup>th</sup> day of August, 2009

**Town of  
Jamestown, Rhode Island**

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PO Box 377  
Jamestown, RI 02835- 1509  
Phone: (401) 423-7220  
Fax: (401) 423-7229



**Date:** June 15, 2017

**To:** Andrew Nota  
Town Administrator

**From:** Michael Gray  
Public Works Director

**RE:** Transfer Station Fees

---

The FY18 budget includes an increase in revenue generated from raising the transfer station sticker fee \$25 from \$125 to \$150. This increase is needed to cover the operating costs of the transfer station. Operating costs include the salary and benefits for the operator, trucking of the trash trailer to central landfill, maintenance of equipment, electricity, telephone, and the debt service for the new trash compactor purchased in 2015.

In FY 16 revenues for the sale of 1024 transfer station stickers generated \$128,000 and operating costs for the transfer station were \$133,866. In FY 17 revenues for the sale of 924 transfer station stickers generated \$116,000 and operating costs for the transfer station were \$141,517. I did not include costs for managing, trucking, and off-site disposal of leaf and yard waste, capital costs for maintenance of the landfill property or testing performed by GZA for the landfill closure in the total expenses for operating the transfer station.

The transfer station has been operating with two trash compactors that were purchased in 1998 and 1999. One of the compactors was replaced in 2015 with a new compactor purchased for \$93,285. The proposed budget request for the DPW included costs for replacing the second compactor. This item was cut during the final budget preparations to the Town Council. This compactor has been taken out of service until repairs can be made to the body. There are holes in the bottom of the trailer causing trash to fall out during transport. The structural supports are in fair condition and will continue to be inspected to determine if the body is safe for driving on the highway.



## Office of the Town Planner MEMORANDUM

**TO:** The Honorable Town Council  
Ms. Kristine S. Trocki, Esq., President  
**FROM:** Lisa W. Bryer, AICP, Town Planner  
**RE:** Planning Commission Recommended 6-month Moratorium  
related to Application and Permitting related to Marijuana  
Cultivation, Processing and Distribution  
**DATE:** June 13, 2017

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At the June 7 Planning Commission meeting, the Planning Commission unanimously voted (6 members present) to recommend to the town council a 6-month moratorium on any applications and permitting related to marijuana cultivation, processing and distribution to allow the Planning Commission time to review the current ordinances and regulation and determine if any amendments are necessary, and authorize the Town Planner to send a memo to the town council.

In their discussions, the Planning Commission understood and agreed that the Town currently has no policy or specific reference to marijuana related uses in the Zoning Ordinance and that the Town should take time to understand the implications of such uses and develop regulations if warranted. Given the required process for amending Zoning regulations, it seems that 6 months was a minimum amount of time needed for such a process, including discussion, policy development, regulation development, advertisement and approval.

Town Solicitor Peter Ruggiero has provided a draft Resolution for your consideration.

C: Cheryl Fernstrom, Town Clerk  
Andy Nota, Town Administrator  
Peter Ruggiero, Town Solicitor  
Wyatt Brochu, Solicitor for Planning Commission





Town of Jamestown  
Resolution of the Town Council

No. 2017-13

**“A RESOLUTION ESTABLISHING A TEMPORARY MORATORIUM  
ON APPLICATIONS AND PERMITTING FOR MARIJUANA  
CULTIVATION, PROCESSING, DISTRIBUTION AND SALES”**

The Town Council of the Town of Jamestown hereby ordains as follows:

**WHEREAS**, the Town’s present ordinances and regulations regarding medical marijuana cultivation, processing and distribution or marijuana sales do not adequately regulate and/or protect the health, safety and/or welfare of residents, businesses, wildlife and the natural environment from undesirable and damaging external impacts associated with marijuana cultivation, processing, distribution, and sale; and

**WHEREAS**, the character of the Town and the health, safety and welfare of its citizens will be negatively affected by the establishment of marijuana cultivation, processing, distribution and sales facilities that are not subject to thorough or contemporarily appropriate ordinance, regulations and permitting review controls; and

**WHEREAS**, the Rhode Island General Laws at 21-28.6-*et seq.* (the “Medical Marijuana Act”), in relevant part, establishes a statutory framework for the establishment and operation of medical marijuana cultivation facilities and operations by licensed cultivators; and

**WHEREAS**, the Medical Marijuana Act requires all licensed cultivators and cultivation facilities to comply with and abide by all local ordinances, including zoning ordinances; and

**WHEREAS**, the Rhode Island General Assembly is considering the passage of statutes to permit recreational use and retail sales of marijuana; and

**WHEREAS**, the Town Council recognizes and finds that the existing Town ordinances and regulations regarding the application, regulation and permitting review process for marijuana cultivation, processing distribution and sales are antiquated and require modernization.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of the Town of Jamestown hereby declares the imposition of a temporary moratorium on the acceptance of any new applications and/or the review of or permitting for any and all marijuana cultivation, processing, distribution and/or sales activities.

1. This temporary moratorium is to remain in effect for six (6) months from the date of passage by the Town Council or upon the passage of a Town Ordinance amendment on the permitting of any new applications, and the review of or permitting for any and all marijuana cultivation, processing, distribution and/or sales facilities and/or operations, whichever action comes first, unless affirmative action is taken by the Town Council to extend the moratorium period.
2. The Planning Commission is hereby requested to review the existing Code of Ordinances, including the Zoning Ordinance provisions concerning marijuana cultivation, processing, distribution and sales and provide any recommended ordinance and/or regulatory amendments to the Town Council for their consideration to address regulating applications, design standards, location considerations and regulatory standards for marijuana cultivation, processing, distribution and/or sales facilities.

3. All appropriate town officials and employees are hereby instructed not to accept any new applications for permitting review or approval for marijuana cultivation, processing, distribution and/or sales facilities and/or operation for the length of this moratorium.
4. Any pending completed application(s) for permitting of marijuana cultivation, processing and/or distribution facilities and/or operations by licensed cultivators presently filed with the Town shall not be affected by this moratorium if such application(s) complies with the provisions of R.I. General Laws 45-24-44, as amended, and the relevant provisions of the Jamestown Zoning Ordinance.

**BE IT FURTHER RESOLVED**, that the Town Administrator and Town Clerk are hereby authorized to do and to take any and all actions to implement and effect this decision of the Town Council of the Town of Jamestown.

This Resolution shall take effect immediately upon passage.

By Order of the Jamestown Town Council

\_\_\_\_\_  
Kristine S. Trocki, President

\_\_\_\_\_  
Michael G. White, Vice President

\_\_\_\_\_  
Blake A. Dickinson

\_\_\_\_\_  
Mary E. Meagher

\_\_\_\_\_  
Eugene B. Mihaly

IN WITNESS WHEREOF, I hereby attach my hand and the official seal  
of the Town of Jamestown this 19<sup>th</sup> day of June, 2017.

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

**TOWN COUNCIL WORK SESSION  
SENIOR SERVICES IN JAMESTOWN  
May 15, 2017**

**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  
Andrew J. Wade, Parks and Recreation Director  
Deb Hagie, Recreation Supervisor  
Ellen Vietri, Senior Coordinator  
Ellie Chase, Friends of the Jamestown Seniors  
Michael C. Gray, Public Works Director  
Peter D. Ruggiero, Town Solicitor  
Cheryl A. Fernstrom, Town Clerk

**II. CALL TO ORDER**

Council President Trocki called the work session on Senior Services in Jamestown to order at 6:05 p.m. in the Rosamond A. Tefft Town Council Chambers of the Jamestown Town Hall at 93 Narragansett Avenue.

**III. WORK SESSION**

- A) Senior Services in the Town of Jamestown
  - 1) Transition of Past/Present Services and Program Enhancements
  - 2) Trending of Future Program Needs and Services

Parks and Recreation Director Andrew Wade introduced the Recreation Department staff and proceeded with a PowerPoint presentation on Aging in Place. Since January 2016 the Recreation Department took on oversight and management of the part-time program and personnel by agreement with the Friends of the Jamestown Seniors, and the Town is a joint lessee of the Grange facility, with a 50-year lease. The Friends of the Jamestown Seniors remain as an active advisory board for program services and facility needs.

The 3,800 sq. ft. Grange serves as the Senior Facility, with 1,680 sq. ft. (downstairs) used for the Meal Site and 2,100 sq. ft. (multi-purpose room upstairs) for activities and events. The facility has limited parking and needs upgrades. \$20,000 was allocated for flooring

replacement at the Meal Site (2016) and \$15,000 to refinish flooring and HVAC work (2017) through the Capital Improvement Program.

For 2017-18 the Total Senior Operating Budget is \$73,353. Other Town resources provided to the Seniors include liability insurance, payroll services, worker's compensation, cleaning services, and dedicated Town staff that include the Recreation Director, Recreation Supervisor, Senior Coordinator, Senior Program Staff, and Maintenance Crew for a total of \$119,000 total funding by the Town.

Recreation Supervisor Deb Hagie reported on the programs offered to match varied interests and abilities and explained that programs run quarterly in eight-week sessions. Meal Site use has increased significantly and is the center for social interactions. Expanded programs are offered, including off-island activities. Discussion continued.

Senior Coordinator Ellen Vietri reported on expanded programs using multiple locations – Grange, Baptist Church, Recreation Center and Jamestown Arts Center, and off-island programs at Absolute Fitness and Wickford Lanes - with transportation provided by the Parks and Recreation Department bus. Discussion ensued of programs that were not successful. Information on program preferences and transportation was obtained through a survey (conducted by a URI student). There were 90 responders, with a 46% interest in off-island transportation. To date, however, the transportation trial program was not successful. Discussion continued.

Parks and Recreation Director Wade commented on the hard work of the team in expanding the programs and activities and meal site participation. President Trocki concurred, thanked the staff for the presentation, noted we have made major strides over the last year, and opened the meeting to questions and comments.

#### B) Public Comment/Review and Discussion

Ron Ratcliff of Ship Street commented on the excellent presentation. The National Council on Aging sets standards for senior centers and recommends that any successful Senior program requires a mission statement, goals and objectives, and an action plan, which Jamestown should pursue. Communications should be improved to keep our citizens aware of programs and special sessions.

Dorothy Strang of Riptide Street commented that seniors are assets and we have many talented seniors that volunteer and serve our organizations. She offered words of encouragement for the new programs and initiatives offered for our Seniors, and urged everyone to keep up the good work.

Brenda Ratcliff of Ship Street acknowledged the accomplishments to date and recommends a Senior Advisory Board to help develop goals and objectives and to expand what works.

Jean Britton of Sampan Avenue expressed concern for the facilities at the Grange, stated it is not adequate for meals, has no parking, narrow stairways, and does not have sprinklers. We need a nice new facility to attract participants, and better publication of meetings that have Seniors on the agenda.

Gary Girard of Seaside Drive stated the Seniors are off to a good start, and he thought the Friends of the Jamestown Seniors was acting as the advisory board. We have a good foundation there, should work with them as the advisory board, and give them a chance.

Nancy Ventrone of Nautilus Street asked if anyone visited the North Kingstown Senior Center; it is beautiful and has many activities. She expressed concern the Tuesday movies were suspended through the summer.

Gayen Thompson of Grinnell Street stated the movies will continue during the summer on Wednesdays, we are dependent on the *Jamestown Press* for publication of this information, and that letters to the editor must be a maximum of 250 words. She does the rusty pens program, which is a sharing of stories, and it is wonderful. It was the meals that brought her to the Senior Center, and she kept coming for the activities.

Edward Holland of Howland Avenue stated he is the President of the Friends of Jamestown Seniors. Since partnering with Town they have assisted with activities and budgeting, and they have done a great job working with us to improve senior programs. We are very happy with the Recreation Department, and Andy Wade is wonderful to work with. Mr. Holland gave a history over the last 25 years of senior activities and groups in town. The Friends group rewrote the Bylaws, has elections annually in June, has a mission statement, looking for interested citizens to participate, and plan to continue and improve what is offered.

President Trocki encouraged everyone to come together to join resources for an improved program and services.

Elizabeth Richter of Beach Avenue noted she was Chair of the Christian Ed Committee at Central Baptist Church. They conducted a survey, members wanted to hear about seniors, and a group was established and forums held. The major topic that came from the group was Aging in Place. Jamestown is a unique community - Police Department, Fire Department, EMS, and Clergy - all came together. As we age we will spend more time at home due to the cost of healthcare, and we are in need of services to assist us in that area. She praised the Town Administrator for his efforts and this meeting this evening. Funding for Seniors needs to be addressed and increased, and there should be more meetings with the Seniors.

Brenda Radcliff of Ship Street stated the Friends of the Jamestown Seniors are very dedicated and have given back to the Town. The partnership between the Friends and Recreation Department is the next step to bring forth people and ideas for an advisory committee.

Councilor Dickinson stated he ran for Council to give back to the community, and he cherishes the contributions of our seniors.

President Trocki commented on the meaning of our seniors, including her 99 year old grandmother and senior parents. She understands first-hand the medical issues faced by our seniors as a caregiver and a community. It is important to have our young members and seniors coexist and work for our community. This has been very informative, she would like this to continue as an ongoing discussion, and the Council is committed to improving services for our seniors.

Councilor Meagher thanked everyone for being here, commented Ron's points were excellent, and thanked the Friends for invigorating the program and our staff for their assistance. It is time to look at the mission statement, this is a start, and we need to work together to provide these services. .

Vice President White stated as a senior he appreciates this evening's program by the Recreation/Senior Department. They've done a great job and he is thankful we have such enthusiastic members that have such good ideas. Many senior centers were built by private donors partnered with municipal governments, and he looks forward to working on such a project in the future. He thanked everyone for their input and looks forward to improving programs and services.

Councilor Mihaly stated he will not recuse, as we seniors are 25% of the population. This is a good start, and lots more dialogue and testing is needed. Aging in Place is a challenge, the country hasn't come to grips with it, and he wants Jamestown to do it elegantly.

President Trocki thanked everyone for their attendance and comments.

#### **IV. ADJOURNMENT**

There being no further business to discuss, the work session was adjourned at 7:12 p.m.

Attest:

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Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:     Town Council  
                  Town Administrator  
                  Finance Director  
                  Solicitor

**TOWN COUNCIL MEETING**  
**May 15, 2017**

**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  
Michael C. Gray, Public Works Director  
Andrew J. Wade, Parks and Recreation Director  
Clifford Kurz, Harbor Commission  
Police Chief Edward A. Mello  
Peter D. Ruggiero, Town Solicitor  
Denise Jennings, Water Clerk  
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 7:16 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and Jamestown VFW Commander Gordon Livingston led the Pledge of Allegiance.

**III. TOWN COUNCIL SITTING AS THE BOARD OF  
WATER AND SEWER COMMISSIONERS**

The Board of Water and Sewer Commissioners Meeting convened at 7:18 p.m. and adjourned at 8:00 p.m. See Board of Water and Sewer Commissioners Meeting Minutes.

**IV. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, PRESENTATIONS,  
RESOLUTIONS AND PROCLAMATIONS**

- A) Resolutions and Proclamations
  - 1) Proclamation No. 2017-10 "Graduates Week" in the Town of Jamestown

The Resolution was read by President Trocki.

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



**Councilor Dickinson, Nay; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

Congratulations to our graduates and all those who made it possible.

**V. PUBLIC HEARINGS, LICENSES AND PERMITS**

None.

**VI. OPEN FORUM**

A) Scheduled to address.

None.

B) Non-Scheduled to address.

Frank Meyer of Southwest Avenue asked how much revenue the Town receives from the sales tax collected by the Division of Taxation for short term rentals. Finance Director Collins explained the short term rental income established in 2015. \$24,000 in revenue from short term rentals is budgeted for FY 2018. The Town has not received what was originally projected by the State. Mr. Meyer was directed to contact Finance Director Collins for more information.

Don Wineberg of Beavertail Road addressed the Council regarding his Communication (No. 3) asking for a Town Council vote in opposition to House Bill 6172 “An Act Relating to Agriculture and Forestry – Right to Farm” as it would take away the right to regulate what is made and sold on farms and would permit commercial activities on farms regardless of local zoning. This bill was promulgated by developers who would purchase agricultural lands for commercial purposes. The League of Cities and Towns, Farm Bureau and other agencies, as well as Representative Deb Ruggiero, are opposed to its passage. As the General Assembly is near the end of the legislative session, Solicitor Ruggiero will prepare a Resolution and Council will convene a special meeting on Thursday at 5:30 p.m. to address this issue.

David Booth of Beavertail Road noted the consequences if this legislation passed, as it is an attack on municipal management of land use and would devastate local zoning.

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

A) Library Rehabilitation Project Update: Trustee Chair Mary Lou Sanborn Ms. Sanborn referenced the preliminary design presented in December 2016 and reported the Committee has been refining the design, prepared the project timeline outline for the coming year, and reviewed costs currently estimated at \$5.1 to \$5.5 million dollars. Further updates will follow.

**VIII. UNFINISHED BUSINESS**

**A motion was made by Councilor Meagher with second by Councilor Dickinson to move Item C) Tax Exemptions for Veterans up in the agenda. President Trocki, Aye;**

**Vice President White, Recuses; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Recuses. Motion passes by a majority vote in the affirmative.**

C) Tax Exemptions for Veterans - additional adjustment to the tax exemptions for Veterans; review and discussion and/or potential action and/or vote  
Vice President White and Councilor Mihaly recuse themselves from this agenda item as they are veterans, file the appropriate form, and leave the Council table.

President Trocki explained the recusal process. The proposed tax exemption would provide relief for our veterans and show respect for their service. Town Administrator Nota reviewed existing Veterans' Exemptions for Rhode Island municipalities and stated many communities are shifting from an exemption to a direct tax credit at a set amount. Shifting to a direct credit instead of an exemption would increase the current total exemption from \$17,000 in FY 2017 to approximately \$62,000 total tax credit in FY 2018 as outlined below:

Exemption Category:

Regular Exemption/Credit	From \$5,000 Exemption to \$150 Tax Credit
Unmarried Widow/Widower	From \$5,000 Exemption to \$150 Tax Credit
Totally Disabled Service Connected	From \$2,000 Exemption to \$300 Tax Credit
Gold Star Parents	From \$5,000 Exemption to \$500 Tax Credit
Specially Adapted Housing	From \$10,000 Exemption to \$500 Tax Credit
Prisoner of War	From No Exemption to \$500 Tax Credit

Tax Assessor Ken Gray was commended for compiling the information and wished the best as he prepares for his retirement. Council members comment this is a great place to start and a positive way to recognize our veterans.

Dan Ustick of West Reach Drive, a veteran, thanked the Council for their appreciation, respect, and recognizing the veterans and what they done for our country.

**A motion was made by Councilor Meagher with second by Councilor Dickinson to approve the recommendation as put forth by the Tax Assessor and Town Administrator for revising our Veterans Exemptions as described. President Trocki, Aye; Vice President White, Recused; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Recused. Motion passes by a majority vote in the affirmative.**

Vice President White and Councilor Mihaly return to the Council table.

A) RITBA Newport Pell Bridge Structural Rehabilitation Project Update:  
Executive Director Buddy Croft and Director of Engineering Eric Offenberg

Executive Director Croft reported on the partial bridge deck construction project on the 49 year-old bridge. As of yesterday, overweight and over-wide vehicles are prohibited from the bridge. Delays are expected beginning tomorrow due to lane closures. After  
Town Council Meeting 05-15-2017

Memorial Day there will be single lane traffic on each side of the bridge and possible bridge closures in the event of an accident. He thanked Newport and Jamestown first responders for their input and cooperation. There will be no lane closures in July and August during the tourist season, as well as Memorial Day and Labor Day.

Councilor Mihaly inquired on the project and Mr. Croft explained the concrete replacement, which will involve lane closure for the drying process. The bridge is safe, but work needs to be done, and 15 to 20 minute delays should be expected. Equipment is arriving on the Newport side of the bridge, barges will be working all summer, and extensive activity under the bridge will not affect boating.

- B) RITBA Solar Array Projects Update: Executive Director Buddy Croft and Director of Engineering Eric Offenber; review and discussion and/or potential action and/or vote

Mr. Croft noted suggestions from the public RITBA Open House in January, including an alternate location for the solar array on RITBA property adjacent to the Dutra Farm. Mr. Offenber stated the site is not desirable due to numerous challenges. The project goal was to keep the solar array close to RITBA headquarters. National Grid is anxious to move forward, as grant funding will disappear at the end of the year. The Town has been good neighbors, they have been good neighbors to the Town, and RITBA respectfully requests Council support for the original project location.

Kirt Mayland of Altis Power America of Greenwich, CT was in attendance to answer questions and explained the costs, processes, and time involved with the alternate location. The major drawback is the high inter-connect costs and substation upgrade. Lengthy explanation and discussion ensued. The costs associated with the alternate site would be in the \$750,000 - \$850,000 range, which is prohibitive, based on the power generation capabilities and return on investment, and would not result in electricity costs savings, the purpose of the project.

Mr. Nota noted money set aside in the FY 2018 budget to evaluate other public facilities that could potentially be used as solar array sites. The Town would like to continue the dialogue and look at other alternatives and sites, including off-island locations, and keep RITBA on the list of potential partners for such a project. Lengthy discussion ensued.

Solicitor Ruggiero commented he has rendered his legal opinion. The location proposed requires further review and discussion of the options in executive session with Town staff in attendance. The discussion would take a minimum of an hour, and the next meeting is June 19<sup>th</sup>, due to the FTM on June 5<sup>th</sup>.

#### Public Comment.

Dave Reardon of Westwind Drive, Conservation Commission Member, commented on the cost for a 1 MW project by the Town or partnering with RITBA. He is in favor of solar only if it works financially.

Mr. Nota stated some of our buildings can be before the meter and not enter the system, including Lawn School, which could be powered during the school year. The poor condition of the grid was noted.

Mr. Offenberg of RITBA noted the Grid has a significant investment of over six figures and would like an answer, and asked the Council where we are at in the project. President Trocki noted we need further discussion per our Solicitor. Discussion ensued.

A special meeting is rescheduled from Thursday, May 18<sup>th</sup> to Monday, May 22<sup>nd</sup> at 6:00 p.m. to review House Bill 6172 in open session and the Solar Array Project in executive session.

D) Upcoming Meetings and Sessions – dates and times  
This will be reviewed at the end of the meeting.

## IX. NEW BUSINESS

None.

## X. ORDINANCES AND APPOINTMENTS AND VACANCIES

- A) Appointments, Vacancies and Expiring Terms; review and discussion and/or potential action and/or vote
- 1) Jamestown Tree Preservation and Protection Committee (One vacancy with a three-year term ending date of December 31, 2019); duly advertised; no applicants

President Trocki urges citizens to apply.

- 2) Jamestown Affordable Housing Committee (Three vacancies with three-year term ending dates of May 31, 2020); duly advertised; no applicants
  - a) Letter of resignation
    - i) Judith Sutphen

A letter of thanks will be sent to Judith Sutphen for her services on the Affordable Housing Committee. Additional vacancies were noted.

- 3) Coastal Resource Management Council (One vacancy with a two-year term ending date of May 31, 2019); duly advertised
  - a) Letter of interest for reappointment
    - i) Hali Beckman
  - b) Letter of interest for appointment
    - i) Ken Schadegg

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

4) Jamestown Fire Department Compensation Committee – Fire  
Town Council Meeting 05-15-2017

Department Representative (One vacancy with a three-year term ending date of May 31, 2020); duly advertised; no applicants  
President Trocki urges citizens to apply.

- 5) Jamestown Tax Assessment Board of Review Member (One vacancy with a three-year term ending date of May 31, 2020); duly advertised;
  - c) Letter of interest for reappointment
    - i) Karen Gabriele
  - d) Letter of interest
    - i) Ken Schadegg

**A motion was made by Councilor Meagher with second by Vice President White to reappoint Karen Gabriele to the Tax Assessment Board of Review. President Trocki, Aye; Vice White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

Ken Schadegg will be notified of other vacancies and advertising 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 Mihaly with second by Councilor Meagher 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) May 1, 2017 (special joint meeting)
  - 2) May 1, 2017 (special joint executive session)
  - 3) May 1, 2017 (regular meeting)
- B) Minutes of Boards/Commissions/Committees
  - 1) Board of Canvassers (04/19/2017)
- C) CRMC Notices
  - 1) Public Notice of application by 726, LLC (File #2017-04-011) for Assent to construct and maintain a 189.5' fixed pier with a 1200 lb. tender lift extending 91' beyond mean low water over submerged aquatic vegetation (SAV) at East Shore Road, Plat 2 Lot 58
- D) Abutter Notifications
  - 1) Notice is hereby given that the Jamestown Zoning Board of Review will hold a public hearing on May 23, 2017 at the Jamestown Town Hall, 94 Narragansett Avenue, Jamestown, RI at 7:00 p.m. upon the following: Application of John R. Connors,

whose property is located Frigate St., and further identified as Assessor's Plat 16, Lot 222 for a variance/special use permit from Article 3, Sections 308 & 314 to construct a single family dwelling and install a two bedroom OWTS on a sub district A lot (high groundwater table & impervious layer overlay district) and where the OWTS will be 51' from a forested wetland edge instead of the required 150 ft. Said property is located in a R40 zone and contains 8,332 sq. ft. (This is a re-advertisement with corrected lot number.)

- 2) Notice is hereby given that the Jamestown Zoning Board of Review will hold a public hearing May 23, 2017 at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, RI at 7:00 p.m. upon the following: Application of Mark & Donna Hemphill, whose property is located at 120 Garboard St., and further identified as Assessor's Plat 15, Lots 173 & 174 for a special use permit pursuant to Article 3, Section 82-314, High Groundwater Table & Impervious Overlay District, Sub-District A, and granted under Article 6, Section 82-600 & 82-602 to construct a 624 sq. ft. garage, and a variance from Article 3, Section 82-314(C)(4), Percent of Maximum Impervious Cover for Sub-District A, pursuant to Article 6, Sections 82-600 & 82-605, where the existing impervious lot coverage is 20.9% and the proposed impervious lot coverage is 14.8% and the allowable impervious lot coverage is 10%. The applicant is proposing to merge lot 173 & 174 and construct a 624 sq. ft. garage on the lot currently described as lot 174. Said property is located in a R40 zone and each lot contains 7,200 sq. ft. or a total of 14,400 sq. ft.

- E) One Day Event/Entertainment License
- 1) Applicant: Jamestown Historical Society  
Event: Biennial Battery Day  
Date: June 3, 2017  
Location: Conanicut Battery
- 2) Applicant: Central Baptist Church  
Event: Annual June Festival  
Date: June 17, 2017  
Location: Church and half of Town Hall Parking Lot
- F) Finance Director's Report

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

Communication 1) from the Conservation Commission - The Council notes appreciation for their recommendations and perspective.

**A motion was made by Councilor Mihaly with second by Councilor Meagher to receive the Communications. 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:

- A) Communications; review and discussion and/or potential action and/or vote
  - 1) Memorandum of Jamestown Conservation Commission with advisory opinion re: variance request for Plat 1 Lot 324 from Section 82-308 of the Zoning Ordinance freshwater wetland setback
  - 2) Letter of Katherine Maxwell re: proposed golf course clubhouse facility
  - 3) Email of Don Wineberg re: House Bill 6172 “An Act Relating to Agriculture and Forestry - Right to Farm” defining secondary agricultural operations, allowing municipalities to limit and/or regulate secondary agricultural uses but not prohibit them
- B) Resolutions and Proclamations from other Rhode Island Cities and Towns; review and discussion and/or potential action and/or vote
  - 1) Resolution of the Smithfield School Committee re: Gun Free Schools
  - 2) Resolution of the Westerly Town Council in Opposition to House Bill 5475 and Senate Bill 0481 “An Act Relating to Cities and Towns – Subdivision of Land”
  - 3) Resolution of the Glocester Town Council in Opposition to House Bill 5475 and Senate Bill 0481 “An Act Relating to Cities and Towns – Subdivision of Land”

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

- A) Financial Town Meeting, June 5
- B) Traffic Committee: Term Ending dates, June 19
- C) Low Speed Vehicles on Town roads, June 19

The FTM is June 5<sup>th</sup>, Traffic Committee term ending dates on June 19<sup>th</sup>, Low Speed Vehicles on town roads on June 19<sup>th</sup>, and the special meeting is May 22<sup>nd</sup> at 6:00 p.m.

Councilor Dickinson stated he has items to add. He asked for information on [Sustainablejamestown.org](http://Sustainablejamestown.org). Town Administrator Nota stated this is the website for the Town’s consultant, Horsley Witten, for the Sustainable Jamestown program that can be accessed through the Town website.

Councilor Dickinson requested a Town Council Resolution on the next meeting agenda to address the Target Shooting Ordinance to place it before the whole town at the Special Election so that all citizens can weigh in whether they want it. He has been approached by residents who are upset with the process and feel such a decision should be done by the electorate as a whole. He is requesting this as a colleague; otherwise he will exercise the Charter mechanisms to do this.

Councilor Meagher noted as a Council member he can put anything on the agenda and asked if he wanted this on the next meeting agenda. Mr. Dickinson stated yes. Councilor



Mihaly clarified this is a resolution requesting a referendum. Mr. Nota stated any election ballot question must be submitted to the Elections Division and authorized 50 days prior to the August 22, 2017 Special Election. Councilor Dickinson noted he is willing to force a special referendum. The Charter provides that any elector can initiate a referendum on any ordinance.

President Trocki requested clarification. Solicitor Ruggiero noted Councilor Dickinson's request for an item on the next meeting agenda to place the Target Shooting Ordinance on a referendum. The Council will have to determine if this is binding, non-binding, or an opinion. President Trocki stated this can't be discussed as it is not on this agenda. The question is whether the Council supports a referendum question on an ordinance proposed to the voters. Councilor Dickinson stated it doesn't matter when it is on a ballot; he doesn't have a deadline and is not in a hurry. Solicitor Ruggiero noted citizens could propose the question to the Council in the form of an ordinance. This all could be discussed at the next regular meeting.

Public Works Director Gray would like the Transfer Station sticker rate on the next agenda as discussed during the budget process.

#### **XIV. EXECUTIVE SESSION**

None.

#### **XIV. ADJOURNMENT**

**A motion was made by Councilor Meagher with second by Councilor Mihaly 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 9:33 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**  
**May 22, 2017**

**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  
Chris Costa, Building/Zoning Official  
Peter D. Ruggiero, Town Solicitor  
Cheryl A. Fernstrom, Town Clerk

**II. CALL TO ORDER**

Council President Trocki called the special meeting of the Jamestown Town Council to order at 6:04 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue.

Joan Dupee of Narragansett Avenue, on behalf of the Holy Ghost Society, invited the Town Council to the dedication of the statute commemorating the 100<sup>th</sup> Anniversary of the Fatima appearance of the Blessed Mother before three children in Portugal in 2017. The event will take place on Sunday, June 11<sup>th</sup>, at 11:00 a.m. in the courtyard at Saint Mark's Church. A luncheon reception will follow in the Church Hall.

**III. NEW BUSINESS**

- A) House Bill 6172 "An Act Relating to Agriculture and Forestry – Right to Farm"; review, discussion and/or potential action and/or vote to support or oppose this legislation

President Trocki announced this item is on the agenda as our next regular meeting is not until June 19<sup>th</sup> and it is important to make our objections known to the General Assembly prior to close of the legislative session. The Resolution was drafted by Solicitor Ruggiero with factual information and its affect on the community if the legislation passes. President Trocki read the Resolution. Copies of the Resolution will be forwarded to the leadership of the House and Senate in addition to our State Representative.

**A motion was made by Councilor Mihaly with second by Councilor Meagher to adopt the Resolution.**

Discussion. Council members noted they are in favor of managing their own zoning. The turnaround on this issue was noted, as the legislative session is ending shortly.

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

- B) Process to invoke a Voter Initiative, Non-Binding Resolution, Ordinance, or All-day Referendum regarding recreational target shooting and firearms discharge in the Town of Jamestown; review, discussion, and/or potential action and/or vote

President Trocki stated she wants to go on record that she doesn't think this item should be on this evening's agenda. It was brought up by Councilor Dickinson at the May 15th meeting at the end of discussion just before adjournment. It is her opinion it should be on the June 19<sup>th</sup> agenda and not on this agenda, which was set to address items that needed immediate Council attention. In addition Councilor Dickinson noted he was not concerned about the timing of this issue. Any discussion should be open, transparent, with notice, and not placed on an agenda on Friday.

Councilor Dickinson stated it was brought up at the appropriate place in the meeting under future agenda items. As a privileged member he has the option to place this on an agenda, and there is a Charter provision which he plans on exercising. He doesn't believe it is challenging to ask the Council to put this before the voters. Whether the Council adopts what he proposes and places this on the vote for the Senate seat, he still has the right to put this on the agenda. Any resolution would be non-binding and very benign.

Councilor Meagher asked what Resolution. President Trocki stated there is no Resolution and this was on the agenda for process. Solicitor Ruggiero stated he forwarded a resolution to Councilor Dickinson today, and it was his error in not instructing him to forward it to the other Council members. As it was drafted for Councilor Dickinson he (Solicitor) could not forward it, and he apologizes for the confusion.

Councilor Dickinson stated the Resolution was asking the Council to vote whether to put this item on a referendum to seek legitimate feedback from the community on the matter. He realizes there is no support for this item and he wanted to get this finalized so that he would understand what the next steps are.

Councilor Meagher stated she cannot vote on something not before us or submitted just before the meeting. She was prepared to talk about what is involved with a referendum and did not say she is against this. If you want this on the June 19<sup>th</sup> agenda with a resolution she is prepared to vote on that. The rules of our Town Council describe the agenda as the way we communicate and any Councilor can put an item on the agenda without a vote. A five-day submission is required, and there is nothing in front of us to discuss or vote on.

Councilor Dickinson stated his intentions were clear at the last meeting. President Trocki stated she is not clear on his intentions and could not discuss it at the last meeting as it was not an agenda item. In order to do this properly it needs to be an agenda item with proper notice to the public on June 19<sup>th</sup> or after so that all can speak. She has no idea of his intentions and it did not have five days notice. Councilor Dickinson noted his request to the Clerk that he hoped his item would be placed on this agenda.

President Trocki stated it was agreed this would appear on the June 19<sup>th</sup> meeting. Councilor Meagher stated she listened to the recording of the meeting, and it was stated this would be on the next meeting, and it was referenced by the Solicitor as the next regular meeting. This meeting was changed from Thursday to Monday to address the legislation (H 6172) and solar array. The discussion took place during the Agenda Items for the Next and Future Meetings and this topic was noted for the next regular meeting, and the next regular meeting is June 19<sup>th</sup>, and this can be on that agenda. There is nothing to vote on at this time.

#### **IV. EXECUTIVE SESSION**

- A) Pursuant to RIGL §42-46-5(a) Subsection (2) potential litigation (RITBA solar array project); review, discussion and/or potential action and/or vote in executive session and/or open session

President Trocki stated the solar array project was discussed at the May 15<sup>th</sup> meeting. RITBA is aware of this evening's executive session, that no one from that agency would be in this executive session, the solar array matter would be discussed with the Solicitor and Building Official, and once we had advice and additional information from the Solicitor, Building Official, and Town Administrator, any additional information needed would be conveyed through the Solicitor or Town Administrator and addressed to Mr. Croft. The Council does not expect to vote, but if we do, it would be done in open session.

**A motion was made by Vice President White with second by Councilor Meagher to enter into Executive Session at 6:24 p.m. pursuant to RIGL §42-46-5(a) Subsection (2) Potential Litigation.**

**Pursuant to RIGL §42-46-5(a) Subsection (2) Potential Litigation 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 7:11 p.m. President Trocki announced that no votes were taken in the Executive Session.

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

**V. 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 special meeting was adjourned at 7:12 p.m.

Attest:

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Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:     Town Council  
                  Town Administrator  
                  Town Solicitor  
                  Finance Director

## **FINANCIAL TOWN MEETING**

**June 5, 2017**

### **Call to Order**

Moderator John Murphy calls the Annual Financial Town Meeting to order at 7:11 p.m. in the Lawn Avenue School Gymnasium, 55 Lawn Avenue, Jamestown, and led the Pledge of Allegiance. A moment of silence was observed for Jamestown residents who passed away since our last Financial Town Meeting.

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:

John A. Murphy, Town Moderator  
Andrew E. Nota, Town Administrator  
Christina D. Collins, Finance Director  
James R. Bryer, Jr., Fire Chief  
Lisa W. Bryer, Town Planner  
Donna J. Fogarty, Library Director  
Michael C. Gray, Public Works Director  
Edward A. Mello, Police Chief  
Fred F. Pease, Town Sergeant  
Steven J. Tiexiera, Deputy Fire Chief  
Andrew J. Wade, Parks and Recreation Director  
Peter D. Ruggiero, Town Solicitor  
Cheryl A. Fernstrom, Town Clerk

School Committee members present:

Bruce J. Whitehouse, Chair  
Sarah Baines, Vice Chair  
Dorothy Strang  
Sally Schott  
Agnes Filkins

Also in attendance:

Kenneth Duva, Superintendent  
Jane Littlefield, Director of Finance  
Peter Anderson, Director of Buildings and Grounds  
Carole Peterson, Melrose School Principal  
Nate Edmunds, Lawn School Principal

Erika Dickson, Director of Student Services

### **Budget Process, Meeting Procedures and Voting Overview**

Town Moderator Murphy thanked the staff of the Jamestown Lawn Avenue School and members of the Jamestown Fire Department for setting up a comfortable and safe place for tonight's meeting. Moderator Murphy alerted those in attendance to the location of all the exits and which exit to use in case of an emergency. Moderator Murphy explained the procedures that will be followed this evening. Our objective tonight is to have a fair, open and efficient meeting. Remember the golden rule - treat others as you would like to be treated. Be polite and respectful.

Explanation of the Financial Town Meeting format, which operates under State law, followed. Moderator Murphy stated Town Council President Kristine Trocki will speak on behalf of the general Town budget. School Committee Chair B. J. Whitehouse will speak on behalf of the School Department budget. All voters should have a green wristband. Those who cannot vote are sitting over there in purgatory (left side bleachers) and have purple wristbands.

### **Speaking at the FTM**

Moderator Murphy stated discussion and voting is limited to registered voters (those who have green wristbands). However, a department spokesperson or the Town Administrator may answer a question directed to them by the Moderator. Voters wishing to speak must use the microphone provided in the center aisle, stating their name and address. Discussion is limited to three minutes per voter, and voters should not repeat statements presented in previous voter comments.

### **Voting on Motions**

Moderator Murphy explained that voting on motions is as follows: the first alternative is to have a voice vote. Voters in favor of a motion are called upon to speak (not yell) "yes." The Moderator will then call for the voters opposed to that motion to speak (not yell) "no." If there is no clear majority voice vote, there will be a call for raising hands or a standing vote (holding up the arm with the wristband to identify voters). The Board of Canvassers will assist with counting of these votes. Voters should not move about the room while hand or standing counts are being taken. If a voter requests, and twenty percent of the registered voters present at this meeting support that request, we will have a paper ballot, which takes about an hour to complete. There will be a commentary by Council President Trocki, followed by a commentary by School Committee Chair Whitehouse, then a motion to adopt the budget. Our Town Charter requires that any proposal to amend the Council's recommended budget by \$10,000 or more be filed in writing 20 days in advance of this meeting. We have no such filings, so there can be no vote to amend the budget by \$10,000 or more. Once a motion is seconded, we can proceed to vote on the motion or engage in discussion pertaining to the motion.

### **Town Council President Kristine Trocki**

Moderator Murphy introduced President Trocki, who thanked Moderator Murphy and addressed the assembled voters:

Good evening. I'm Kristine Trocki, President of the Town Council. On behalf of the Town Council and the School Committee, I would like to thank you for joining us tonight.

I am proud to be a part of tonight's Financial Town Meeting and I whole heartedly support both the Town and School budgets that are being presented. B. J. Whitehouse will speak on behalf of the School Department momentarily.

It is the objective of the Financial Town Meeting to present Budgets to the residents and taxpayers of Jamestown that outline what we believe are the community's priorities in order to support and maintain quality services and infrastructure and will hopefully improve life for ALL residents.

Although the Fiscal Year 2017-2018 Budget is a year-round process, the formal structure began back in November. Our Town Administrator, Andy Nota, lays out the process and timeline for individual Town Departments and staff to develop their recommendations for each of their respective Departments. These recommendations are then used in the development of the Administrator's Proposed Budget. The Administrator's Budget offers perspective and scale to local priorities, while balancing the Town's most immediate needs and noting the financial impact to Town residents. The School Committee creates their proposed budget simultaneously.

In order to provide as much community input as possible, the Town Council held a total of Nine (9) public discussions to allow for plenty of time to discuss and review the Town Administrator's and School Department's budget recommendations.

As the weeks progressed, and more information was provided by the Town Departments and the Public, the Budgets were continuously updated and refined by the Town Council, School Committee and the Town Administrator.

Jamestown has continued to offer its residents one of the **lowest real property tax and motor vehicle rates in Rhode Island, while providing high quality municipal services and an amazing community-based quality of life**. *In FY 2017, Jamestown was able to again offer the third lowest residential tax rate, third lowest commercial rate and fourth lowest motor vehicle rate in Rhode Island.*

If you don't already know or if you haven't had the time to research the issues yourself, with respect to affordability and the cost of Town services, we as a community have realized a tax rate **reduction** totaling sixty-nine cents (\$ 0.69 cents) since FY 2013. Thus, over the prior five-year period we went from nine dollars and thirty five cents (\$9.35) in FY 2013 to the now proposed rate of eight dollars and sixty six cents (\$8.66)



for FY 2018. Jamestown is one of the best managed communities in the State thanks to everyone involved in this process.

As you may recall, there was a twenty cent (\$ .20) tax rate reduction last year and zero increase over the prior two years, following a sixty cent (\$ .60) rate reduction in FY 2014. This year's proposed 2% increase in the net levy will maintain a stable financial landscape, allow important priorities to be addressed in the community, and while still allowing us to maintain one of the lowest overall tax rates in the State.

The Capital Program over the past four years has been targeted at improving the community's infrastructure through one-time investments: in the Town's Roads, Sidewalks, Drainage Systems, Buildings, Schools, Parks and Various Shoreline Improvements.

We are continuing to address a portion of this work through the efforts of in-house personnel, thus greatly reducing project cost and expanding the scope of work for many of our Town projects.

A few of these projects include the Mackerel Cove Restroom/Storage facility, improvements at Fort Getty, work on the newly expanded Fire Station and the North Road improvements. These are all important projects for our community and when combined with the quality and scope of municipal services that we also enjoy, these are all achievements that our community should be proud of. I know I am.

The Town's recognized financial stability, leadership in the areas of Preservation and Environmental Stewardship, Historic Recognition, Agricultural Pursuits, the Arts, Marine Services, and preserving what is unique and beautiful about our community are all accomplishments that we have grown accustomed to as part of our local culture.

The Town's (**DOUBLE A-1**) Aa1 Bond rating, remains a *significant* achievement, in that we continue to be one of only five communities in Rhode Island with a rating this high. By far we are the smallest community with a heavily seasonal commercial district to do so. No small feat. Because of the various infrastructure improvements and community needs that are currently under way or in the mix, this amazing (**DOUBLE A-1**) Aa1 rating will save the Town hundreds of thousands of dollars during the payback term of any long-term project debt that is incurred. One of the major reasons we have such a strong (**DOUBLE A-1**) Aa1 rating is because of our healthy Reserve Fund which saves us thousands of dollars in interest payments, as well as buffers the Town in any economic crisis. Our financial experts and our bond counsel all recommend maintaining our healthy Reserve Fund Balance and increasing it further, should the opportunity arise.

In addition, the Town and School Department successfully launched a joint initiative to enter into an Irrevocable Trust program, to manage the existing and future Other Post Employment Benefit Liability, better known as (OPEB).

The Town has already invested with earnings, a total of **one point one seven eight million** (\$1.178) million dollars to address retiree benefit costs, a program managed by the Rhode Interlocal Risk Management Trust, the Town's insurer.

Luckily, Jamestown is fortunate to be expecting a slight increase in both School and State revenues, while realizing a slight reduction in Town revenues due to the loss of a short-term revenue source. The Town's Unassigned Reserve remains funded at a very favorable level as of June 30, 2016, with the Town and Schools combined Unassigned Fund Balance totaling four million six-hundred and eight thousand two hundred and one dollars (**\$4,608,201.00**) or 20.38% of the Total Town and School Budgets.

Priorities in the Operating Program for this year worthy of special comment include, overall service stability in recommending a 2.9% increase or two-hundred forty thousand eight hundred fifty nine dollars (**\$240,859.00**) in municipal operations from FY 2017, with an increase in School operations of two hundred eighty thousand five hundred and thirty two dollars (**\$280,532.00**) or 2.4% from FY 2017. In this proposal, you will see cost increases in Public Safety Services, Public Works, Parks and Recreation, Public Health Services, Library Services, Debt Service, and the School Department, with a continuation of existing service levels.

We are very excited to have recently approved significant changes to our Veterans Exemptions that will provide for more deserving consideration to our eligible Veteran population. These changes will improve the Towns Exemption investment from approximately \$17,000 to \$62,000 annually.

Moving on to the Capital Program.

Although there has been much discussion in recent months regarding the Golf Course Clubhouse, Library, Senior Center and Town Parks, with much more to come over the next few years, these are NOT matters directly before us this evening as part of the General Fund Program in this year's budget.

The Town and School combined Capital Program in FY 2018 recommends a decrease of one hundred one thousand and seventy dollars (**\$101,070**) from last year. In spite of this reduction, this year's Capital program again targets numerous areas of need within the community. These include:

- 1) A continued commitment to the Pavement Management Program to improve our roads and sidewalks;
- 2) The third of four phases of North Road improvements, beginning with an improved and expanded drainage system and paving of a portion of the Phase I and Phase II drainage project;

- 3) A continuation of Fort Getty improvements that is self-funded by park operations, to complete much of the ongoing work at the Rembijas Pavilion; the replacement of the Gatehouse structure and the installation of a new restroom, office and material and equipment storage area at the entrance to the park;
- 4) A long awaited updating of the Town's Zoning Ordinance;
- 5) Various mechanical, energy efficiency and interior improvements at the Library;
- 6) Investigation and formal research into the viability of renewable energy projects to stabilize the towns future electricity costs;
- 7) Equipment upgrades and replacement for Fire and EMS Services; and
- 8) Parks and Recreation projects including needed interior work at the Senior Center, enhancements to our public ROW's and the replacement of the aging parks equipment.

These community priorities as proposed, as well as others listed within the Town and School Operating and Capital Programs, address our community's needs in a fair, thoughtful and fiscally responsible fashion that deserve your support.

*Thus, with these efforts, the recommended Annual Town budget for **Fiscal Year 2017-2018 totals is ten million six hundred and fifty five thousand one hundred and fifty nine dollars (\$10,655,159).***

*The recommended Jamestown School Department budget is thirteen million sixty two thousand and ninety four dollars (\$13,062,094).*

*Thus, the total recommended Town and School Department Budget for the fiscal year 2017-2018 totals twenty three million seven hundred seventeen thousand two hundred fifty three dollars (\$23,717,253).*

On behalf of the Town Council, I respectfully request your support for the **Fiscal Year 2017-2018 Budget AS IT IS PRESENTED.**

And I ask that you vote yes to the budgets; and yes to all of the Resolutions.

Thank you very much, we appreciate your coming out tonight, and again we appreciate your support. And thank you to all those who make this happen. (Applause)

Moderator Murphy thanked President Trocki for sharing that information.

**School Committee Chair Bruce J. Whitehouse**

Moderator Murphy introduced Chairman Whitehouse, who thanked Moderator Murphy and addressed the assembled voters:

Thank you, Mr. Moderator. Madame President, members of the Town Council, colleagues on the School Committee, Taxpayers of Jamestown.

Thank you. Thank you for your support. Thank you for recognizing the intrinsic value of public education.

The past year has been a year of change for the Jamestown School Administration. First, Lew Kitts, the director of building and grounds announced his retirement after a quarter of a century of exemplary work and effort in maintaining the school property. My first inclination was to say NO ... but Mr. Kitts put his time in and set a high bar for anyone who followed. Mr. Peter Anderson was that person and has hit the ground running, picking up where Lew left off. In fact, Lew has pitched in to help and advise which has made the transition almost seamless. Thanks to Lew and welcome to Peter. You only need to look around the schools to see the great job the maintenance crew has done. Check out the air handlers – they are now computer controlled to monitor air quality and energy usage and Mr. Anderson can adjust them remotely using his smart phone!

Then,

Superintendent Carol Blanchette announced that she was leaving to take the position of the Director of Teaching and Learning at the RI Department of Education. We hired Mike Convery, a retired superintendent, as an interim and conducted an exhaustive search ... right across the hall to find that our Director of Student Services, Ken Duva, had just earned his superintendent's certificate. The only problem with the appointment for me was ... it seemed too easy. But we have been very pleased with Mr. Duva's performance. And, by the way, Mr. Duva is now Dr. Duva, having earned his doctorate since his appointment.

THEN, we hired Erika Dickson away from Providence Schools to take Ken Duva's place as Director of Student Services.

Oh, yeah, then there was the November election. We lost Cathy Kaiser, Julia Held and Melissa Mastrostefano and with them - 27 years of institutional wisdom. I was elected Chair, Sarah Baines was elected Vice-Chair and newly-elected Dorothy Strang is Clerk. We are joined by Sally Schott and Agnes Filkins. Filkins should sound familiar as Agnes' late husband Jim also served on the school committee. (It should be noted that school committee members are the only elected officials that must take professional development, the only ones who have to take classes on how to be elected officials, and all members have accomplished their six hours of professional development as mandated by state law. In fact, Agnes and Dorothy have already reached the level of Leadership Academy which means they have taken 15 or more hours of Professional Development in their first six months! I have achieved the Masters Level with well over 50 hours of Professional Development.)

Now to business...

This evening we come before you to ask for your support of a 2.01% increase in the school budget which amounts to \$220,716. A great deal of the monetary increase is due to a net increase of high school tuitions - 23 students are graduating from high school this year and we budgeted for 44 students entering as freshmen in the fall. This accounts for 75% or \$165,000 of the overall budget increase mentioned.

We utilize zero-based budgeting which infers that we zero out every amount in the previous year's budget and start from scratch. It is tedious and time-consuming and we have done it every year I have been on the school committee. It forces us to look very closely at how much of YOUR money and my money we need to operate the schools at a high level. Speaking of high-levels – there are four school departments out of the 36 in RI with two commended schools - and you are in one of them. Lawn and Melrose both have the highest RI Department of Education designation as 'commended.' Test scores are part of that ranking and Lawn ranked #1 in the 2016 NECAP science test.

Also, according to the RI Department of Education District Level 2016 PARCC scores Jamestown School Department is the 2nd Public School District in the state for having the highest percentage of students earning Proficient or higher on both English Language Arts and Math state assessments.

But educational excellence is much more than test scores.

It should be noted that parents from neighboring districts have inquired about sending their children to our schools - they, of course, would be responsible for the cost of tuition.

Educators from RI and surrounding states are visiting our schools to see the Maker spaces and other innovative programs. If you have not seen a basketball game in this gym, attended a musical concert, stopped by during Island Treasures, volunteered with our nationally-ranked robotics teams or been to a unified basketball game in this gym, you are missing out on the exciting learning that takes place here every day. For example, 24 hours from now, you could be listening to the 6<sup>th</sup> grade music program. In 48 hours you could be listening to the 7<sup>th</sup> and 8<sup>th</sup> music concert. Right here.

And it's because of your support. And the professionalism and passion of our teachers, staff and of Carrie Petersen and Nate Edmunds, our two school principals. It is because of the parental support.

None of this would be possible without the support of Jamestown taxpayers. The School Committee takes a HARD look at the budget and would not ask YOU to increase the amount if it was not essential.

Essential for the education of our youth. Our future.

Essential for the preservation of the republic.

On behalf of the School Committee and the Children, thank you. (Applause)

**Voting on the Budget**

Moderator Murphy stated we will proceed with the business of the motion and he will entertain a motion to approve the general budget.

**A motion was made by Town Council President Trocki with second by Town Council Member Meagher to approve the general Town Budget for the fiscal year 2017-2018 in the amount of \$10,655,159.**

Moderator Murphy asked for any discussion.

Town Council Member Dickinson stated I want to be honest, and I voted against this year's town and school budget, and I will take a minute to explain my rationale for doing so. Tonight we present for voters' approval the 2017-18 proposed budget an increase of \$547,827 over last year's budget. When adding the additional increases in revenues highlighted earlier, we are talking about over \$647,000 from last year. It's been explained in government-speak it is only a net levied increase of 2% or whatever and in short the tax rate won't increase as much as the town was able to realize money from home revaluations. To me I find it not very transparent and it doesn't really reflect what the true tax rate is in Jamestown. And we do get recognized for a low tax rate, and I concur. I have been doing this for a long time standing in front of this meeting and trying to persuade people to do a particular motion. I will repeat what I said in 2012, as outlined in Article 11 of the Town Charter that describes the budget process. We are at the point in this process where the Town Council is seeking voter adoption of this budget. Should the voters reject this budget, last year's town and school budget will prevail until a proposed budget is adopted. In short, the Town will continue to function as normal, Armageddon will not arrive, and the sun will rise again in Jamestown. I ask voters to reject the current town and school budget, and upon conclusion of the discussion of the town and school budget, I move for a paper ballot; and yes that is a motion.

Moderator Murphy asked if that comment was directed for the school budget. Councilor Dickinson stated for the town and school budget.

**Councilor Dickinson stated upon completion of the discussion of the school and town budget, I move for a paper ballot. A second is made from a voter in attendance.**

Moderator Murphy asked if there is further discussion.

A voter in attendance asks a paper ballot for what proposal?

Councilor Dickinson stated for the town and school budget. The budget will be decided if this motion passes through a paper ballot.

Moderator Murphy stated the motion currently before the body for consideration relates to the general town budget. Councilor Dickinson is calling for a paper ballot on the general budget.

Councilor Dickinson answered yes.

Moderator Murphy asks if there are any further questions or discussion or comments.

A voter in attendance asked, what would the ballot say?

Moderator Murphy stated it would be a form of voting. If 20% of the voters present vote for a paper ballot, there would be a paper ballot. A Councilor asked for a paper ballot and that is what the vote will be, for a paper ballot. The ballot will say do you approve the budget.

Canvasser Karen Montoya explained the ballot will say yes or no. "Yes" you want the budget; "No" you do not want the budget.

Moderator Murphy thanked her for the clarification.

#### **Canvassers Count of Voters Present**

Moderator Murphy announced the Board of Canvassers report there are 162 registered voters present tonight. 20% of 162 voters is 33 voters.

Moderator Murphy calls for a standing vote of all those in favor of a paper ballot.

The Board of Canvassers counts the voters standing in favor of a paper ballot.

Moderator Murphy announced there are 34 voters in favor, and there will be a paper ballot.

Dennis Webster of Mount Hope Avenue stated there are three parts of the budget for adoption as outlined on the agenda for tonight's meeting – General Government, School Department Budget, and Combined Town and School Budget. Will we be voting separately on each of those?

Moderator Murphy stated no, we are voting on the general town budget. As soon as the Canvassers are ready we will begin the paper ballot process.

Melody Drnach of Union Street asked for clarification of Councilor Dickinson's outline should we vote no on the general budget. What is the process then going forward should we vote no to come up with a new budget?

Councilor Dickinson stated if the voters reject the budget proposed today, the budget that was enacted last year still stands. Until the Council produces another proposed budget to present to the voters, last year's budget is still active, that is what I am implying and what the process outlines. My motion was upon completion of the discussion of the town and school budget, and since we were only talking about the town general budget, I applied my motion to that.

Ray Ianetta of Maple Avenue asked if this creates a conflict because the prior year's budget is a difference of more than \$10,000 from this year's budget, and should this have been addressed earlier.

Moderator Murphy stated the motion for a paper ballot is a request for a particular mechanism in counting the votes, yes or no, on the town's portion of the budget. It is to reject this year's budget, yes or no. "Yes" it is approved, "No" it is rejected. It is not a modification that is dealt with in the \$10,000 limitation you are referring to.

Mr. Ianetta stated how is that different, as the reason for doing this is to reduce the budget by more than \$10,000.

Moderator Murphy stated it is to reject the budget. I agree with your logic, but it is not dealt with in the Town Charter the way you describe it. We are not voting on the total budget but on the town general budget.

Councilor Dickinson called a point or order, I wanted to do the whole budget, and leave the mechanism up to the Moderator.

Moderator Murphy stated the motion on the floor is for the general town budget as motioned by the Town Council President and does not include the school budget. Are we ready for the vote? Discussion and clarification ensued.

Moderator Murphy stated the process for the paper ballot is for the vote on the town budget portion, not the school budget or the entire budget. Voters will come forward, show your wristband, and you will be given a paper ballot. There are two questions on the ballot. To approve the budget vote yes, to reject the budget vote no. There is a circle next to each word, and you have to fill it in with a pen or pencil.

Voting begins at 7:50 p.m. Voting is directed by the Moderator beginning with the west side of the room; the east side of the room was directed to begin the process of voting by going to the Canvassers tables, show wristbands, and receive the paper ballot. Moderator Murphy announced that at the conclusion of voting results will be tallied by the Canvassers for the general town budget.

Voting is concluded at 8:11 p.m. Canvassers Carol Nelson-Lee and Ken Newman deliver



the results to the Moderator. Moderator Murphy announced I have received the tallies from the two machines.

**Total votes in favor, approving the general budget as developed by the Town Council: 113 voters in favor; 48 rejected the town budget. The people in favor prevailed; the town budget is adopted. (Applause)**

Moderator Murphy entertains a motion to approve the school department budget.

**A motion was made by Council President Trocki with second by Council Member Mihaly to approve the school department budget. There was no discussion.**

Moderator Murphy calls for a vote on the motion.

**All those in favor please signify by saying yes. "Yes." All those opposed signify by saying no. "No." The motion passes by a majority vote in the affirmative. (Applause)**

Moderator Murphy announced we will now vote on the Combined Budget, that is, the Town and School Department Budget, and entertains a motion to approve the combined budget.

**A motion was made by Council Member Mihaly with second by Council President Trocki to adopt the combined recommended Fiscal Year 2017-2018 budget.**

Moderator Murphy calls for a vote on the motion.

**All those in favor signify by saying yes. "Yes." All those opposed signify by saying no. "No." Motion passes by a majority vote in the affirmative.**

**A motion was made by Town Council Member Mihaly with second by Town Council Vice President White to waive the reading of the five Resolutions.**

Moderator Murphy called for a vote on the motion.

**All those in favor signify by saying yes. "Yes." All those opposed signify by saying no. (no response) Motion passes unanimously.**

Moderator Murphy stated the first three Resolutions are housekeeping Resolutions and we will take them together. He entertains a motion to approve them as written.

**Resolution Number 1 – Sewer Line Frontage Tax Rate**  
**Resolution Number 2 – Borrowing in Anticipation of Taxes**  
**Resolution Number 3 – Disposition of Collected Back Taxes**

**A motion was made by Council President Trocki with second by Council Member Meagher to approve Resolutions 1, 2, and 3. There was no discussion. Moderator Murphy called all those in favor of approving the Resolutions set out in Paragraphs 1, 2, and 3 signify by saying yes. “Yes.” All those opposed signify by saying no. (no response). The motion passes unanimously.**

**Resolution Number 4 – Setting the Tax Rate**

Moderator Murphy reads the critically important information for Resolution Number 4: “. . . the assessment and collection of a tax on the ratable real estate and tangible personal property in the sum not less than \$19,250,211.00, or not less than \$8.66, nor more than \$8.75, per thousand dollars of assessed valuation” and entertains a motion to adopt Resolution Number 4 - Setting the Tax Rate with that information inserted.

**A motion was made by Council President Trocki with second by Council Member Meagher to order the assessment and collection of a tax on the ratable real estate and tangible personal property in the sum not less than \$19,250,211 or not less than \$8.66 nor more than \$8.75 per thousand dollars of assessed valuation. Moderator Murphy asked all those in favor to signify by saying yes; “Yes”. All those opposed signify by saying no; “No”. Resolution 4 is approved by a majority vote in the affirmative.**

**Resolution Number 5 – Borrowing for South Pond Dam Repairs Through Issuance of Bonds**

Moderator Murphy stated reading of the Resolution was waived and he entertained a motion to approve Resolution 5 – Borrowing for South Pond Dam Repairs Through Issuance of Bonds.

**A motion was made by Council President Trocki with second by Council Member Meagher to approve Resolution Number 5.**

Moderator Murphy asks if there is any discussion.

Katherine Maxwell of Narragansett Avenue stated I want to discuss the South Pond Number 5 Resolution. The Resolution calls for borrowing of funds in the name of the entire Town of Jamestown for liability purposes. However, the Town Administrator is on the record twice, and given the opportunity, the Town Council has also indirectly affirmed, that user fees for the Town water and sewer system are to be used to repay the entire \$550,000. I maintain that the South Pond is a town-wide resource that is the responsibility of all town residents and taxpayers to take care of. If it needs to be repaired, so be it; but, if the Town Administrator is on record that only the 1,500 or so users of the Town water and sewer system will pay for the entire \$550,000, then I urge others in the audience tonight, the registered voters, to think about this, think about whether the South Pond is a Town reservoir or whether the tab will be paid by the hard-pressed water and sewer customers, who continue to bear more and more and higher and

higher increases every single year to the point of a burden and unaffordability inevitably going into the future. I urge you to reject this Bond and to ask the Town Council to reconsider ways to pay for any necessary repairs to South Pond. It is managed for wildlife, for emergency management, for wetlands, for scenic beauty – it goes much beyond drinking water.

No further discussion.

**Moderator Murphy calls for all those in favor of adopting Resolution Number 5 to signify by saying yes. “Yes”. All those opposed signify by saying no. “No.” The motion passes by a majority vote in the affirmative.**

**Adjournment**

Moderator Murphy entertains a motion to adjourn.

**A motion was made by Council President Trocki with a second by a voter in attendance to adjourn. Moderator Murphy asks all those in favor to signify by saying yes. “Yes”. All those opposed signify by saying no (no response). Motion passes unanimously.**

Moderator Murphy thanks all those in attendance.

The Financial Town Meeting was adjourned at 8:19 p.m.

Attest:

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Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:     Town Council  
                  Town Administrator  
                  Finance Director  
                  Town Solicitors  
                  Town Moderator

## JAMESTOWN PHILOMENIAN LIBRARY

### Board of Trustees Meeting Minutes

Tuesday, April 11, 2017

The mission of the Jamestown Philomenian Library is to anticipate the needs of our island community and provide for people of all ages, relevant and appropriate library materials, services and centers for meeting and learning. The library seeks to educate, inform, entertain and enlighten through traditional and new technologies.

**A. Call to order:** Board Chair Sanborn called the meeting to order at 5:03 p.m. In attendance were: Peter Carson, Jennifer Cloud, Donna Fogarty, Paul Housberg, Christian Infantolino, Marianne Kirby, and Mary Lou Sanborn. Absent: Chris Walsh

**B. Presentation from ESC of New England:** Susan Ogle presented a brief overview of ESC's services and shared her history with Jamestown. Bonnie Clendenning the fundraiser arm of ESC gave her history of fundraising from private sector to her work now with ESC. Proposal is in two phases. Prepare for June board meeting: assembly fundraising committee, help prepare statement of need, draft questions for feasibility study, provide training for fundraising committee, and clarify expectations of reimbursement from OLIS. Phase two will be summer work and will be the feasibility study and internal assessment of institution to take on a campaign. Potential donors will be interviewed by ESC..

**C. Consent Agenda:** A motion was made by board member Cloud, seconded by board member Kirby to accept the Consent Agenda as presented. The motion passed unanimously.

**D. Friends of the Library report:** The annual meeting is scheduled for June 7, and the speaker is author Ed Sheehan. The Friends are working on new membership brochure. Board elections are still in process. Board member Kirby will attend their May 3rd meeting.

#### **E. Unfinished Business**

1. Board of Trustees sub-committees update:

a. Finance/Budget: No report.

b. Policy: Board Committee Principles, first read: Revisions suggested to number 2 and if board member should speak on behalf on the Board. Revisions were suggested to number 5 which addresses standing and ad hoc committees. Board member Kirby to bring draft changes to May meeting.

Evaluation of Library Director Policy: Board member Kirby will send draft and latest evaluation form to LBOT members to read before next meeting.

- c. Facilities: Lighting consultant quote to replace lighting in museum room. A motion was made from board member Carson, seconded by board member Cloud to approve up to \$ 500 replace lamps in museum room. The motion passed unanimously.

## 2. Library Renovation Project

- a. Project outline: Board member Carson suggested a new project outline dependent on cost and funding. Board member Infantolino commented that a time line might assist the board to focus on goal. Committee will meet to put together an outline. Board chairman Sanborn reported that LBOT has not heard from Narragansett Tribe in regards to museum artifacts
- b. Building Committee: No report. Waiting on cost estimate.
- c. Fundraising/Capital Campaign Committee/Public Relations: They will begin working with ESC to establish a Capital Campaign Committee. Board member Housberg made a motion to create ad hoc committee seconded by board member Infantolino. The motion passed unanimously.
- d. Library Building Change Report: This agenda item will be discussed at the May meeting.

3. Board Process Review: Board member Housberg pointed out that we should be aware that pace tapers off after first hour.

4. Playground Renovation Committee: Board member Cloud indicated the committee had presentations from three vendors and went to look at other playgrounds. The committee expects to vote on vendor at their next meeting.

5. 2017- 2018 Proposed Operational and CIP Budgets: Board chairman Sanborn reported the Operational budget was a 1.16% increase. No changes to CIP Budget.

6. Jamestown Philomenian Library Foundation: An update will be provided at the May meeting.

## **F. New Business:**

1. LBOT Sub-Committees: This agenda item will be included as part of the Board Committee Principles
2. Evaluation of Library Director: The evaluation policy and most recent evaluation form will be reviewed at the May meeting.

**G. Future Agenda Items:**

1. Letter to Town Council regarding LBOT vacancies
2. Annual review of Strategic Plan (October 2017) annual review

**H. Public Comment:** none

**I. Executive Session:** A motion by board member Cloud to adjourn the open meeting and move into executive session at 6:46; seconded by Member Carson. The motion passed unanimously.

A motion was made by board member Housberg adjourn executive session and move back into open meeting at 7:02; seconded by board member Carson. The motion passed unanimously.

A motion made by board member Carson to revise the MOU to the Town Council as discussed, seconded by board member Cloud. The motion passed unanimously.

**J. Adjournment:** A motion was made by board member Cloud to adjourn open meeting at 7:04; seconded by board member Housberg. The motion passed unanimously.  
Date of next meeting: Tuesday, May 9th.

Respectfully submitted,

Marianne Kirby  
Secretary

**MEETING MINUTES**  
**JAMESTOWN PHILOMENIAN LIBRARY**  
**Library Renovation Building Committee**  
**26 North Road, Jamestown, RI 02835**  
**Sydney Wright Museum Room**  
**Tuesday, February 7, 2017**  
**5:00PM**

**Call to order: roll call**

Committee Members in attendance: Paul Housberg, Jen Cloud, Donna Fogarty, Library Director, Lisa Bryer, Town Planner, Bob Flath, Duncan Pendlebury, Mohamed Farzan, Architect., Jack Evans Architect, NewPort Architecture

Meeting was called to order.

**Approval of January 30,2017 meeting minutes**

Motion was made by Bob and Seconded by Paul to approve the minutes of January 30, 2017. All in Favor.

**Review of design development and project costs: (Mohamad Farzan): review and discussion and/or potential action**

Discussion ensued about the email received from Mary Meagher regarding the location of bathrooms and the size of the building. Jen noted we need to justify the size of the building with respect to our needs assessment. Duncan said this relates to the budget, which has not been set.

Bob said we need visualization on the use of the children's area.

Mohamad went through the different scenarios. Jack went over building code requirements.

A discussion ensued with regards to the benefits of leaving the bathroom where it is.

Mohamad said he will talk to Mike Gray with respect to water pressure, will contemplate the budget, a cost estimator, and will discuss the parking requirement with Christ Costa, Building Official.

**Narragansett Tribe artifacts (Paul Housberg): review and discussion and/or potential action**

Paul will check with Mary Lou to see if the letter was sent to the tribe.

**Schedule future meetings (Paul Housberg): review discussion and/or potential action**

The next meeting will be Tuesday February 21, 2017 at 5pm.

**Public Comment** - None

**Adjournment**

Motion to Adjourn at 6:00 by Bob, seconded by Duncan.

All in Favor

Attest:

Lisa Bryer, AICP, Town Planner



**MEETING MINUTES  
JAMESTOWN PHILOMENIAN LIBRARY  
Library Renovation Building Committee  
26 North Road, Jamestown, RI 02835  
Sydney Wright Museum Room  
Tuesday, February 21, 2017  
5:00PM**

**Call to order: roll call**

Committee Members in attendance: Paul Housberg, Jen Cloud, Lisa Bryer, Town Planner, Bob Flath, Duncan Pendlebury, Jack Evans, Architect – NewPort Architecture

Meeting was called to order.

**Review of B-squared proposal for library renovation cost estimate: (Paul Housberg) review and discussion and/or potential action**

Jack Evans noted that the Estimator will provide detail on the cost estimate as noted in the handout. Duncan said they should pull out anything this is unique. They need to specify specs on these items.

Discussion ensued of value engineering and when to do it. The committee agrees to forward the estimate recommendation to the trustees on March 14<sup>th</sup>. It includes prevailing wage and detail and also areas where value engineering may be necessary.

**Schedule future meetings (Paul Housberg): review discussion and/or potential action**

The next meeting will be Tuesday March 21, 2017 at 5pm

**Public Comment - None**

**Adjournment**

Motion to Adjourn at 6:00 by Duncan, seconded by Bob.

All in Favor

Attest:

Lisa Bryer, AICP, Town Planner

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the April 25, 2017 Meeting

A regular meeting of the Jamestown Zoning Board of Review was held at the Jamestown Town Hall, 93 Narragansett Avenue. The Chairman called the meeting to order at 7:00 p.m. The clerk called the roll and noted the following members present:

Richard Boren  
Joseph Logan  
Dean Wagner  
Terence Livingston  
Edward Gromada  
Marcy Coleman  
Judith Bell

Also present: Brenda Hanna, Stenographer  
Chris Costa, Zoning Officer  
Pat Westall, Zoning Clerk  
David Petrarca, Jr., Counsel

MINUTES

Minutes of March 28, 2017

A motion was made by Dean Wagner and seconded by Joseph Logan to accept the minutes of the March 28, 2017 meeting as presented.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Dean Wagner, Terence Livingston, and Edward Gromada voted in favor of the motion.

Marcy Coleman and Judith Bell were not seated and Richard Cribb was absent.

CORRESPONDENCE

A letter from Ben Brayton/JTN, LLC dated April 25, 2017 to withdraw its petition before the Board.

A letter from Daniel K. Flaherty, Esq. dated April 24, 2017 re: 26 Decatur Ave., requesting to continue to the May 23, 2017 meeting.

Morgan

A motion was made by Joseph Logan and seconded by Dean Wagner to continue the request of John P. Morgan to the May 23, 2017 meeting.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Dean Wagner, Terence Livingston, and Edward Gromada voted in favor of the motion.

Marcy Coleman and Judith Bell were not seated and Richard Cribb was absent.

I. NEW BUSINESS

CYC

A motion was made by Richard Boren and seconded by Terence Livingston to grant the request of Conanicut Yacht Club, whose property is located at 24 Whittier Rd., and further identified as Assessor's Plat 8, Lot 627 for a modification of a special use permit from Article 3, Table 3-1 (F) (1) to have tennis courts including a small bocce ball playing area, and including the removal of the existing tennis court hut to be replaced by the proposed 1,130 sq. ft. tennis hut, pursuant to Article 6, Sections 600 & 602. and a variance pursuant to Article 6 Sections 82-600 & 82-605, from the following provisions: (1) Article 3, Table 3-2 for the Village Special Development District, lot coverage, where the maximum allowable lot coverage is 25%, the existing lot coverage on the property 57.4% & the proposed lot coverage is 60.1%; (2) Article 3, Table 3-2 for the Village Special Development District, side setback outbuilding, where the required setback is ten ft. and the tennis court fence is currently located on the property line; (3) Article 3, Table 3-2 for the Village Special Development District, Lot Width, where the required lot width is 100 ft. and the existing lot width is 84 ft; (4) Article 11, Section 82-106, Special Requirements, subsection C-3(a), parking, where parking is required on the rear or side of the house, to allow parking to remain in its existing location.

Regarding this request, this Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 600

Regarding the request for a Variance, this Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 606, PARAGRAPHS 1 through 4, and SECTION 607, PARAGRAPH 2.

Regarding the request for a Special Use Permit, this Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 602.

This Variance is granted with the following restriction(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is located in a R20 zone and contains 90,520 sq. ft.
2. The new tennis hut will be a substantial improvement from the old tennis hut.
3. The size of the new tennis hut is not significantly larger than the old tennis hut.
4. The location of the new tennis hut is an improvement from the prior location.
5. The location of the new tennis hut may improve blocking of overhead lighting for neighbors.
6. The style of the new building will match surrounding structures.
7. The relocation of the new building will be in a location consistent with a prior location.
8. The old tennis hut can't be easily renovated - too expensive.
9. The new tennis hut which will be 1130 sq. ft. will bring the hut closer to the courts.
10. The new hut will include bathrooms and a pro shop.
11. The new hut will be 3 feet above grade.
12. No one testified in opposition to the application.
13. The proposed modifications are the least relief necessary.

The motion carried by a vote of 5 -0.

Richard Boren, Terence Livingston, Edward Gromada, Marcy Coleman, and Judith Bell voted in favor of the motion.

Joseph Logan and Dean Wagner recused themselves and Richard Cribb was absent.

REED

A motion was made by Joseph Logan and seconded by Dean Wagner to grant the request of Roland R. Reed, whose property is located at 40 Reservoir Cir., and further identified as Assessor's Plat 4, Lot 76 for a variance from Article 6, Section 82-606, & Article 3, Sec. 82-302, Table 3-2. To construct a 26' x 30' deck with a front setback of 21.5' where 40' is required, and a rear setback of 33' where 40' is required.

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 600, SECTION 606, and SECTION 607, PARAGRAPH 2.

This Variance is granted with the following restriction/condition(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is located in a R-80 zone and contains 18,207 sq. ft.
2. The property was originally zoned R20 when constructed and now is R80.
3. The proposed deck will not be out of character for the neighborhood.
4. The front setback will remain 21.5 ft. the same as existing.
5. Two people spoke in favor. There were no objectors.
6. There is a large lawn area between the proposed deck and the neighboring lot line.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Dean Wagner, Terence Livingston, and Edward Gromada voted in favor of the motion.

Marcy Coleman and Judith Bell were not seated and Richard Cribb was absent.

DWYER

A motion was made by Terence Livingston and seconded by Joseph Logan to grant the request of Kerry Dwyer, whose property is located at 30 Green Lane, and further identified as Assessor's Plat 9, Lot 240 for a variance from Section 3, Table 302 to construct a 7' x 19'6" one story addition with rear yard setback of 12'4" where 30' is required.

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 600, SECTION 606, and SECTION 607, PARAGRAPH 2.

This Variance is granted with the following restriction/condition(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is located in a R8 zone and contains 13,465 +/- sq. ft.
2. The addition does not encroach upon the existing 12'4" rear yard setback that currently exist.
3. The addition is on the south side and 19'6" long and approximately 53' from the south side property line.
4. No one objected to the proposal.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Dean Wagner, Terence Livingston, and Edward Gromada voted in favor of the motion.

Marcy Coleman and Judith Bell were not seated and Richard Cribb was absent.

ADJOURNMENT

A motion was made and seconded to adjourn at 8:02 p.m.

The motion carried unanimously.

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the May 23, 2017 Meeting

A regular meeting of the Jamestown Zoning Board of Review was held at the Jamestown Town Hall, 93 Narragansett Avenue. The Chairman called the meeting to order at 7:00 p.m. The clerk called the roll and noted the following members present:

Richard Boren  
Joseph Logan  
Dean Wagner  
Terence Livingston  
Edward Gromada  
Marcy Coleman  
Judith Bell

Also present: Brenda Hanna, Stenographer  
Chris Costa, Zoning Officer  
Pat Westall, Zoning Clerk  
Wyatt Brochu, Counsel

MINUTES

Minutes of April 25, 2017

A motion was made by Joseph Logan and seconded by Edward Gromada to accept the minutes of the April 25, 2017 meeting as presented.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Terence Livingston, Edward Gromada and Marcy Coleman voted in favor of the motion.

Dean Wagner and Judith Bell were not seated and Richard Cribb was absent.

CORRESPONDENCE

Nothing at this time.



I. NEW BUSINESS

MORGAN

A motion was made by Joseph Logan and seconded by Terence Livingston to grant the request of John P. Morgan, whose property is located at 26 Decatur Ave., and further identified as Assessor's Plat 7, Lot 193 for a variance from Article 83, Section 302, Dimensional regulations (side yard only) to demolish existing garage & replace with a new one story garage/master bedroom & bath with a front yard setback of 38 ft. instead of 40 ft. and side yard setback of 10' instead of required 20'.

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 600, SECTION 606, and SECTION 607, PARAGRAPH 2.

This Variance is granted with the following restriction/condition(s):]

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is located in a R40 zone and contains 41,586 sq. ft.
2. The angled design minimizes the setback relief.
3. The lot shape (narrowed deep) forces side setback relief.
4. Neighbors spoke in favor.
5. The proposed floor area is almost the same as existing.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Terence Livingston, Edward Gromada and Marcy Coleman voted in favor of the motion.

Dean Wagner and Judith Bell were not seated and Richard Cribb was absent.

CONNORS

EARLEY

MARSHALL

HEMPHILL

FLANAGAN

WEST FERRY, LLC

A motion was made by Richard Boren and seconded by Dean Wagner to continue all remaining matters to a special meeting June 13, 2017.

The motion carried by a vote of 5 -0.

Richard Boren, Joseph Logan, Dean Wagner, Terence Livingston, and Edward Gromada voted in favor of the motion.

Marcy Coleman and Judith Bell were not seated and Richard Cribb was absent.

ADJOURNMENT

A motion was made and seconded to adjourn at 10:13 p.m.

The motion carried unanimously.



State of Rhode Island and Providence Plantations  
**Coastal Resources Management Council**  
Oliver H. Stedman Government Center  
4808 Tower Hill Road, Suite 116  
Wakefield, RI 02879-1900

(401) 783-3370  
Fax (401) 783-3767

## **JUNE 2017 CALENDAR**

(\* **AMENDED June 1, 2017**)

- Tuesday, June 13**      **Semimonthly Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.  
**6:00 p.m.**
- \*Monday, June 19**      **PUBLIC HEARING – ROW SUBCOMITTEE –** Warren Town Hall, Council Chambers, 514 Main Street, Warren, RI.  
**7:00 p.m.**
- Tuesday, June 20**      **Policy and Planning Subcommittee Meeting.** CRMC Conference Room, Oliver Stedman Government Center, 4808 Tower Hill Road, Wakefield, RI.  
**8:30 a.m.**
- Friday, June 23**      **Administrative Fine Hearings.** CRMC Conference Room, Oliver Stedman Government Center, 4808 Tower Hill Road, Wakefield, RI.  
**9:30 a.m.**
- Tuesday, June 27**      **ROW Subcommittee Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.  
**5:45 p.m.**
- Tuesday, June 27**      **Semimonthly Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.  
**6:00 p.m.**

*Individuals requesting interpreter services for the hearing impaired for any of the above meetings must notify the Council office at (783-3370) 72-hours in advance of the meeting date.*

Town of Jamestown as an abutter.

Town Property: Plat 5, Lot 358.

TOWN OF JAMESTOWN  
ZONING BOARD OF REVIEW  
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING JUNE 27, 2017, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT **7:00** P.M. UPON THE FOLLOWING:

Application of Richard Ventrone, whose property is located at 12 Nautilus St., and further identified as Assessor's Plat 5, Lot 305 for a variance from Article 3, Section 302 (District Dimensional Regulations) to construct a 20 x 20 one story detached garage with a north & east setback of 5 ft. where 10 ft. is required. Said property is located in a R40 zone and contains 7,666 sq. ft.

BY ORDER OF THE ZONING BOARD OF REVIEW  
RICHARD BOREN, CHAIRMAN  
CHRIS COSTA, ZONING OFFICER

This meeting location is accessible to the physically challenged. Hearing or speech impaired individuals requiring the services of an interpreter should call 1-800-745-5555 not less than 3 business days prior to the meeting.

Town of Jamestown/Friends Burying Ground as an abutter.

Town Property: Plat 5, Lot 424.

TOWN OF JAMESTOWN  
ZONING BOARD OF REVIEW  
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING JUNE 27, 2017, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT **7:00** P.M. UPON THE FOLLOWING:

Application of Richard Ventrone, whose property is located at 12 Nautilus St., and further identified as Assessor's Plat 5, Lot 305 for a variance from Article 3, Section 302 (District Dimensional Regulations) to construct a 20 x 20 one story detached garage with a north & east setback of 5 ft. where 10 ft. is required. Said property is located in a R40 zone and contains 7,666 sq. ft.

BY ORDER OF THE ZONING BOARD OF REVIEW  
RICHARD BOREN, CHAIRMAN  
CHRIS COSTA, ZONING OFFICER

This meeting location is accessible to the physically challenged. Hearing or speech impaired individuals requiring the services of an interpreter should call 1-800-745-5555 not less than 3 business days prior to the meeting.



**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 **JUNE 19, 2017** MEETING

**ABATEMENTS TO 2016 TAX ROLL**

#03-1522-28 Crawford, Thomas A., Trustee	Plat 5, Lot 270 – Property transfer 5-26-17 to Account #19-0965-16	\$3,138.83
#07-0550-30 Godfrey, Jesene G.	Plat 14, Lot 99 – Property transfer 5-16-17 to Account #12-0846-74	\$2,078.34
#13-1395-10 Melo, Rose R., Trustee	Plat 14, Lot 337 – Property transfer 5-30-17 to Account #07-0550-30	\$2,868.56
#14-0393-40 NMD Investments, LLC	Plat 8, Lot 873 – Property transfer 5-9-17 to Account #04-0343-95	\$12,815.37
#16-0045-00 Page, Helen A. Family Ltd. Partnership	Plat 12, Lot 23 (\$158.73) & Lot 78 (\$24,263.65) Property transfer 4-18-17 to Account #16-0755-00	\$24,422.38
#19-1521-10M Storms, Randon L.	Motor Vehicle – 2007 Honda #374766 & 2011 Toyota #109362 – Soldier/Sailor Exemption	\$181.29
#23-1045-12 Withington, Wesley W. & Saucier, James A.	Plat 12, Lot 102 – Property transfer 5-23-17 to Account #19-0158-75	\$1,956.51

**ADDENDA TO 2016 TAX ROLL**

#04-0343-95 DeLuca, Maria J., Trustee	Plat 8, Lot 873 – Property transfer 5-9-17 from Account #14-0393-40	\$12,815.37
#07-0550-30 Godfrey, Jesene	Plat 14, Lot 337 – Property transfer 5-30-17 from Account #13-1395-10	\$2,868.56
#12-0846-74 Lopes, Michael A.	Plat 14, Lot 99 – Property transfer 5-16-17 from Account #07-0550-30	\$2,078.34
#16-0755-00 Page, Stephen M. & Debra L.	Plat 12, Lot 23 (\$158.73) & Lot 78 (\$24,263.65) Property transfer 4-18-17 from Acct. #16-0045-00	\$24,422.38
#19-0158-75 Saucier Realty, LLC	Plat 12, Lot 102 – Property transfer 5-23-17 from Account #23-1045-12	\$1,956.51
#19-0965-16 Small, Robert W. & Rebecca B.	Plat 5, Lot 270 – Property transfer 5-26-17 from Account #03-1522-28	\$3,138.83

<b>TOTAL ABATEMENTS</b>	<b>\$47,461.28</b>
<b>TOTAL ADDENDA</b>	<b>\$47,279.99</b>

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



**Town of Jamestown**  
Finance Department  
Town Hall  
93 Narragansett Avenue  
Jamestown, Rhode Island 02835-1199  
401-423-9809 Fax 401-423-7229  
Email: [ccollins@jamestownri.net](mailto:ccollins@jamestownri.net)

**Christina D. Collins**  
Finance Director

### **MEMORANDUM**

**TO:** Andrew E. Nota, Town Administrator  
**FROM:** Christina D. Collins, Finance Director  
**DATE:** 6/15/2017  
**SUBJECT:** Budget to Actual

Attached is the Budget to Actual reports for the Fiscal Year 2016/2017. The report contains the expenses that have been paid through May 31, 2017.

Please do not hesitate to contact me with any questions or concerns.

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 1, 2016 - JUNE 30, 2017  
YTD Ending May 31, 2017**

<u>Account Number &amp; Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<b>TOWN COUNCIL</b>					
70001101 Salaries (5)	13,175.00	0.00	9,725.00	3,450.00	73.81%
70001302 Fees & Supplies	1,250.00	0.00	156.04	1,093.96	12.48%
70001305 Advertising	1,500.00	0.00	405.75	1,094.25	27.05%
<b>70001 Town Council</b>	<b>15,925.00</b>	<b>0.00</b>	<b>10,286.79</b>	<b>5,638.21</b>	<b>64.60%</b>
<b>TOWN ADMINISTRATOR</b>					
70002101 Salary, Administrator	108,572.00	8,817.26	105,807.12	2,764.88	97.45%
70002102 Salary, Clerical w/longevity	63,002.00	4,647.02	60,128.33	2,873.67	95.44%
70002302 Fees, Supplies & Dues	2,400.00	38.97	4,364.98	-1,964.98	181.87%
70002303 Travel Expenses	12,000.00	750.00	10,031.96	1,968.04	83.60%
<b>70002 Town Administrator</b>	<b>185,974.00</b>	<b>14,253.25</b>	<b>180,332.39</b>	<b>5,641.61</b>	<b>96.97%</b>
<b>PROBATE COURT</b>					
70003101 Salary, Judge	5,081.00	402.54	4,830.48	250.52	95.07%
70003302 Fees, Supplies & Dues	1,700.00	69.00	1,304.00	396.00	76.71%
<b>70003 Probate Court</b>	<b>6,781.00</b>	<b>471.54</b>	<b>6,134.48</b>	<b>646.52</b>	<b>90.47%</b>
<b>ELECTION &amp; TOWN MEETINGS</b>					
70004101 Salaries, Canvassers (3 & 2alt.)	5,234.00	0.00	3,927.00	1,307.00	75.03%
70004102 Salary, Clerical	1,600.00	0.00	1,011.18	588.82	63.20%
70004103 Salaries, Moderator & Sergeant	1,450.00	0.00	971.04	478.96	66.97%
70004104 Election Supervisors	5,000.00	0.00	4,225.00	775.00	84.50%
70004302 Fees, Supplies & Dues	2,800.00	0.00	1,722.54	1,077.46	61.52%
70004305 Advertising & Printing	1,000.00	0.00	1,101.84	-101.84	110.18%
<b>70004 Election &amp; Town Meetings</b>	<b>17,084.00</b>	<b>0.00</b>	<b>12,958.60</b>	<b>4,125.40</b>	<b>75.85%</b>
<b>LEGAL</b>					
70050201 Professional Services	95,000.00	6,594.50	72,051.09	22,948.91	75.84%
<b>70005 Legal</b>	<b>95,000.00</b>	<b>6,594.50</b>	<b>72,051.09</b>	<b>22,948.91</b>	<b>75.84%</b>
<b>CLERK &amp; RECORDS</b>					
70060101 Salary, Town Clerk w/longevity	67,550.00	5,224.66	65,073.14	2,476.86	96.33%
70060102 Salary, Clerical (2) w/longevity	87,680.00	6,887.29	86,302.61	1,377.39	98.43%
70060302 Fees, Supplies & Dues	33,000.00	2,358.52	23,655.00	9,345.00	71.68%
70060305 Advertising & Printing	2,800.00	-2.80	926.92	1,873.08	33.10%
<b>70060 Clerk &amp; Records</b>	<b>191,030.00</b>	<b>14,467.67</b>	<b>175,957.67</b>	<b>15,072.33</b>	<b>92.11%</b>
<b>PLANNING</b>					
70070101 Salary, Town Planner w/longevity	77,545.00	5,673.46	75,088.25	2,456.75	96.83%
70070102 Salary, Clerical (.8) w/longevity	36,444.00	2,690.56	35,224.52	1,219.48	96.65%
70070201 Planning Commission	7,150.00	0.00	0.00	7,150.00	0.00%
70070302 Fees, Supplies & Dues	5,500.00	187.44	5,262.65	237.35	95.68%
70070305 Advertising	350.00	0.00	0.00	350.00	0.00%
<b>70070 Planning</b>	<b>126,989.00</b>	<b>8,551.46</b>	<b>115,575.42</b>	<b>11,413.58</b>	<b>91.01%</b>
<b>ZONING</b>					
70080101 Salaries, Zoning Board (10)	8,000.00	0.00	2,275.00	5,725.00	28.44%
70080302 Supplies	700.00	-1,979.29	-5,089.64	5,789.64	-727.09%
<b>70080 Zoning</b>	<b>8,700.00</b>	<b>-1,979.29</b>	<b>-2,814.64</b>	<b>11,514.64</b>	<b>-32.35%</b>
<b>PERSONNEL</b>					
70090900 Social Security Tax	291,485.00	0.00	264,894.81	26,590.19	90.88%
70090901 Blue Cross/Delta Dental	651,617.00	46,370.90	491,091.43	160,525.57	75.37%
70090902 Worker's Compensation	70,000.00	0.00	75,605.00	-5,605.00	108.01%
70090903 Retirement System	296,425.00	18,672.34	231,573.12	64,851.88	78.12%
70090906 Life Insurance	10,000.00	585.84	10,453.74	-453.74	104.54%
70090907 General Liability Insurance	110,000.00	0.00	101,886.15	8,113.85	92.62%
70090910 Salary Study Adjustment	65,000.00	0.00	0.00	65,000.00	0.00%
70090920 Blue Cross - Police Retirees	134,024.00	9,445.99	109,779.74	24,244.26	81.91%
<b>70090 Personnel</b>	<b>1,628,551.00</b>	<b>75,075.07</b>	<b>1,285,283.99</b>	<b>343,267.01</b>	<b>78.92%</b>



**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 1, 2016 - JUNE 30, 2017  
YTD Ending May 31, 2017**

<u>Account Number &amp; Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<b>FINANCE OFFICE</b>					
70100100 Salary, Finance Director w/longevity	89,597.00	6,667.68	87,379.96	2,217.04	97.53%
70100101 Salary, Deputy Tax Collector w/longevity	64,989.00	4,804.48	58,340.79	6,648.21	89.77%
70100102 Consultant, Computer Technican	44,000.00	1,199.87	37,937.24	6,062.76	86.22%
70100201 Professional Services	19,000.00	1,779.87	22,171.33	-3,171.33	116.69%
70100302 Fees, Supplies & Dues	21,500.00	1,450.25	16,289.76	5,210.24	75.77%
70100305 Advertising & Printing	0.00	0.00	0.00	0.00	#DIV/0!
<b>70100 Finance</b>	<b>239,086.00</b>	<b>15,902.15</b>	<b>222,119.08</b>	<b>16,966.92</b>	<b>92.90%</b>
<b>TAX ASSESSOR</b>					
70110101 Salary, Assessor (.8) w/longevity	53,508.00	3,980.72	47,893.00	5,615.00	89.51%
70110102 Clerical (as needed)	2,500.00	0.00	2,499.00	1.00	99.96%
70110302 Fees, Supplies & Dues	12,750.00	-11.76	12,248.11	501.89	96.06%
70110305 Advertising & Printing	1,122.00	0.00	731.54	390.46	65.20%
70110308 Field Inspections	2,500.00	0.00	2,500.00	0.00	100.00%
<b>70110 Tax Assessor</b>	<b>72,380.00</b>	<b>3,968.96</b>	<b>65,871.65</b>	<b>6,508.35</b>	<b>91.01%</b>
<b>AUDIT OF ACCOUNTS</b>					
70120201 Professional Services	22,000.00	0.00	22,200.00	-200.00	100.91%
<b>70120 Audit of Accounts</b>	<b>22,000.00</b>	<b>0.00</b>	<b>22,200.00</b>	<b>(200.00)</b>	<b>100.91%</b>
<b>POLICE PROTECTION</b>					
70310100 Salary, Police Chief	88,521.00	7,081.64	84,979.68	3,541.32	96.00%
70310101 Salaries, Police(13)/ Dispatch(4.5) /Support (.8 & 1 seasonal)	966,058.00	66,714.18	835,599.70	130,458.30	86.50%
70310102 Longevity, Officers/Dispatch	50,513.00	2,825.00	42,367.84	8,145.16	83.88%
70310103 Police Benefits	57,465.00	0.00	47,608.21	9,856.79	82.85%
70310104 Overtime & Sick Leave	165,000.00	23,066.78	224,746.31	-59,746.31	136.21%
70310105 Police Retirement	175,000.00	0.00	87,500.00	87,500.00	50.00%
70310302 Fees, Supplies & Dues	21,000.00	1,089.04	19,513.99	1,486.01	92.92%
70310303 Computer Maintenance	18,500.00	704.16	23,798.92	-5,298.92	128.64%
70310305 Advertising	0.00	0.00	0.00	0.00	#DIV/0!
70310307 Building Maintenance	5,000.00	159.98	6,313.92	-1,313.92	126.28%
70310308 Vehicle Insurance	8,197.00	0.00	8,197.00	0.00	100.00%
70310309 Telephone	14,500.00	240.06	11,345.29	3,154.71	78.24%
70310310 Personal Equipment, Uniforms	8,000.00	129.90	6,247.65	1,752.35	78.10%
70310311 Maintenance Of Uniforms	32,150.00	0.00	24,050.00	8,100.00	74.81%
70310312 Ammunition & Supplies	4,000.00	0.00	1,588.69	2,411.31	39.72%
70310313 Maintenance, Police Cars	14,000.00	133.80	11,794.37	2,205.63	84.25%
70310314 Gas & Tires	35,000.00	0.00	15,431.10	19,568.90	44.09%
70310315 Training	20,000.00	0.00	7,888.00	12,112.00	39.44%
70310316 Police Incentive	0.00	0.00	1,975.00	-1,975.00	#DIV/0!
70310317 Maintenance of Radio System	10,000.00	0.00	6,957.16	3,042.84	69.57%
70310318 Equipment	5,000.00	0.00	290.00	4,710.00	5.80%
<b>70310 Police Protection</b>	<b>1,697,904.00</b>	<b>102,144.54</b>	<b>1,468,192.83</b>	<b>229,711.17</b>	<b>86.47%</b>
<b>EMERGENCY MANAGEMENT AGENCY</b>					
70311302 Emergency Management Agency	5,000.00	0.00	4,247.46	752.54	84.95%
<b>70311 Emergency Management Agency</b>	<b>5,000.00</b>	<b>0.00</b>	<b>4,247.46</b>	<b>752.54</b>	<b>84.95%</b>

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 1, 2016 - JUNE 30, 2017  
YTD Ending May 31, 2017**

<u>Account Number &amp; Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<b>FIRE PROTECTION</b>					
70320100 Salary, Fire Chief	43,325.00	4,383.44	52,601.28	-9,276.28	121.41%
70320101 Salary, Dispatch/Maintenance w/longevity OT & Fill-in for Dispatch	0.00 0.00	0.00 0.00	288.34 0.00	-288.34 0.00	#DIV/0! #DIV/0!
70320102 Deputy Fire Chief Stipend (2)	2,000.00	0.00	0.00	2,000.00	0.00%
70320103 Salary, Fire Inspector	29,980.00	1,023.22	16,161.91	13,818.09	53.91%
70090900 FICA Fire Department	0.00	0.00	6,985.96	-6,985.96	#DIV/0!
70320104 Fire Incentive Program	70,000.00	0.00	0.00	70,000.00	0.00%
70320105 Maintenance Equipment Per Diem	20,000.00	1,280.00	6,680.00	13,320.00	33.40%
70320302 Fees, Supplies & Dues	5,000.00	731.96	6,677.06	-1,677.06	133.54%
70320308 Insurance	55,000.00	0.00	38,251.25	16,748.75	69.55%
70320309 Telephone	8,800.00	695.81	8,057.74	742.26	91.57%
70320313 Apparatus & Truck Repair	30,000.00	1,013.62	19,811.15	10,188.85	66.04%
70320314 Gas, Tires & Oil	14,000.00	0.00	6,000.39	7,999.61	42.86%
70320315 Training	10,000.00	0.00	0.00	10,000.00	0.00%
70320319 Fuel Oil	13,000.00	276.79	5,422.39	7,577.61	41.71%
70320320 Maintenance	12,500.00	1,009.25	17,460.95	-4,960.95	139.69%
70320321 Electricity	12,000.00	347.21	15,451.34	-3,451.34	128.76%
70320322 Alarm & Radio	6,000.00	0.00	2,208.00	3,792.00	36.80%
70320323 Oxygen & Air Pack	4,500.00	0.00	5,438.32	-938.32	120.85%
70320324 Water	1,500.00	114.38	723.98	776.02	48.27%
70320325 Fire Equipment	14,500.00	9.62	12,591.78	1,908.22	86.84%
70320326 Fire Extinguisher Agents	2,400.00	0.00	657.00	1,743.00	27.38%
70320399 Subscriptions & Journal	500.00	0.00	435.05	64.95	87.01%
<b>70320 Fire Protection</b>	<b>355,005.00</b>	<b>10,885.30</b>	<b>221,903.89</b>	<b>133,101.11</b>	<b>62.51%</b>
<b>EMERGENCY MEDICAL SERVICES</b>					
70600101 Ambulance Incentive Program	80,000.00	0.00	0.00	80,000.00	0.00%
70600102 EMS Director	27,930.00	3,069.73	28,656.63	-726.63	102.60%
70600103 JFD EMS Captain	0.00	0.00	0.00	0.00	#DIV/0!
70600xxx Medical Director Stipend	3,000.00	0.00	0.00	3,000.00	0.00%
70600104 ALS Per Diem (12 months)	175,200.00	13,440.00	160,820.00	14,380.00	91.79%
70600330 Ambulance Building	16,000.00	294.72	10,467.19	5,532.81	65.42%
70600332 Ambulance Personal Equipment/Uniforms	9,000.00	77.34	584.63	8,415.37	6.50%
70600333 Ambulance Medical	20,000.00	4,061.65	16,749.85	3,250.15	83.75%
70600334 Ambulance Office	5,000.00	158.09	3,960.78	1,039.22	79.22%
70600336 Ambulance Vehicles	11,000.00	1,800.79	6,258.78	4,741.22	56.90%
70600337 Ambulance Training	23,000.00	0.00	4,731.11	18,268.89	20.57%
70600455 Insurance on Ambulance	28,000.00	0.00	24,814.50	3,185.50	88.62%
<b>70600 EMS</b>	<b>398,130.00</b>	<b>22,902.32</b>	<b>257,043.47</b>	<b>141,086.53</b>	<b>64.56%</b>
<b>PROTECTIVE SERVICE</b>					
70330101 Salary, Building Inspector PT for New Position	64,564.00 0.00	5,115.44 0.00	61,385.28 0.00	3,178.72 0.00	95.08% #DIV/0!
70330102 Salary, Clerical (.5) w/longevity	25,014.00	1,799.22	25,289.21	-275.21	101.10%
70330117 Salary, Electrical Inspector	10,000.00	833.33	9,166.63	833.37	91.67%
70330118 Salary, Plumbing Inspector	5,000.00	416.67	2,500.02	2,499.98	50.00%
70330119 Salary, Mechanical Inspector	5,000.00	416.67	2,500.02	2,499.98	50.00%
70330302 Fees, Supplies & Dues	4,500.00	12.77	3,745.52	754.48	83.23%
70330328 Hydrant Rental	165,000.00	0.00	0.00	165,000.00	0.00%
<b>70330 Protective Service</b>	<b>279,078.00</b>	<b>8,594.10</b>	<b>104,586.68</b>	<b>174,491.32</b>	<b>37.48%</b>
<b>ADMINISTRATION</b>					
70410101 Salary, Public Works Director (.5) w/longevity	50,357.00	3,638.18	43,658.18	6,698.82	86.70%
70410302 Fees, Supplies & Dues	1,200.00	59.80	137.30	1,062.70	11.44%
<b>70410 Administration</b>	<b>51,557.00</b>	<b>3,697.98</b>	<b>43,795.48</b>	<b>7,761.52</b>	<b>84.95%</b>
<b>ENGINEERING</b>					
70420101 Salary/Environ Services (.6)	36,273.00	3,090.00	37,039.51	-766.51	102.11%
70420103 Intern	10,000.00	0.00	487.50	9,512.50	4.88%
70420302 Fees, Supplies & Dues	1,200.00	38.00	313.59	886.41	26.13%
<b>70420 Engineering</b>	<b>47,473.00</b>	<b>3,128.00</b>	<b>37,840.60</b>	<b>9,632.40</b>	<b>79.71%</b>

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 1, 2016 - JUNE 30, 2017  
YTD Ending May 31, 2017**

<b>Account Number &amp; Description</b>	<b>Annual Budget</b>	<b>PTD Expenses</b>	<b>YTD Expenses</b>	<b>Remaining \$</b>	<b>% of Budget</b>
<b>HIGHWAY</b>					
70430100 Salary, Supervisor w/longevity	67,047.00	5,030.20	61,064.36	5,982.64	91.08%
70430101 Salaries (11) w/longevity	624,776.00	52,059.92	606,866.30	17,909.70	97.13%
70430308 Vehicle Insurance	14,520.00	0.00	14,520.00	0.00	100.00%
70430313 Upkeep of Equipment	80,000.00	4,048.66	76,979.63	3,020.37	96.22%
70430314 Engine Oil & Fuel	65,000.00	0.00	44,628.86	20,371.14	68.66%
70430330 Sand & Gravel	15,000.00	3,032.62	16,318.56	-1,318.56	108.79%
70430331 Cold Patch	17,500.00	1,087.38	4,278.09	13,221.91	24.45%
70430333 Road Supplies/Street Signs	15,000.00	157.50	13,388.89	1,611.11	89.26%
70430334 Equipment Rental	3,000.00	0.00	0.00	3,000.00	0.00%
70430336 Clothing (contractual)	5,500.00	0.00	175.00	5,325.00	3.18%
70430399 Safety & Licensing	6,500.00	0.00	5,486.27	1,013.73	84.40%
<b>70430 Highway</b>	<b>913,843.00</b>	<b>65,416.28</b>	<b>843,705.96</b>	<b>70,137.04</b>	<b>92.33%</b>
<b>SNOW REMOVAL</b>					
70440336 Snow Removal (overtime)	28,000.00	0.00	15,891.77	12,108.23	56.76%
70440337 Equipment & Supplies	49,000.00	2,022.31	42,586.11	6,413.89	86.91%
<b>70440 Snow Removal</b>	<b>77,000.00</b>	<b>2,022.31</b>	<b>58,477.88</b>	<b>18,522.12</b>	<b>75.95%</b>
<b>WASTE REMOVAL</b>					
70450101 Salary, Operator w/longevity	55,607.00	4,585.78	44,195.59	11,411.41	79.48%
Sunday OT hours	6,335.00	0.00	0.00	6,335.00	0.00%
70450309 Telephone	600.00	0.00	332.21	267.79	55.37%
70450321 Electricity	1,300.00	61.27	865.32	434.68	66.56%
70450340 Maintenance & Testing	42,000.00	7,802.00	40,627.89	1,372.11	96.73%
70450341 Transfer Trucking & Recycling	310,000.00	21,958.01	247,531.99	62,468.01	79.85%
70450350 Hazardous Waste Recycling	500.00	0.00	0.00	500.00	0.00%
<b>70450 Waste Removal</b>	<b>416,342.00</b>	<b>34,407.06</b>	<b>333,553.00</b>	<b>82,789.00</b>	<b>80.12%</b>
<b>STREET LIGHTING</b>					
70460321 Electricity	81,000.00	5,582.81	56,559.53	24,440.47	69.83%
<b>70460 Street Lighting</b>	<b>81,000.00</b>	<b>5,582.81</b>	<b>56,559.53</b>	<b>24,440.47</b>	<b>69.83%</b>
<b>OTHER PUBLIC WORKS</b>					
70480342 Town Cemetery & Parade	2,100.00	0.00	353.44	1,746.56	16.83%
<b>70480 Other Public Works</b>	<b>2,100.00</b>	<b>0.00</b>	<b>353.44</b>	<b>1,746.56</b>	<b>16.83%</b>
<b>PUBLIC BUILDINGS</b>					
70490101 Service Contract Custodial	80,000.00	3,885.57	46,731.27	33,268.73	58.41%
70490302 Building/Cleaning Supplies	5,500.00	206.67	3,416.47	2,083.53	62.12%
70490309 Telephone & Alarms	15,000.00	268.74	15,101.19	-101.19	100.67%
70490321 Electricity	58,000.00	2,629.17	37,840.32	20,159.68	65.24%
70490324 Water	10,000.00	72.75	5,821.11	4,178.89	58.21%
70490343 Heat	44,000.00	666.13	23,836.19	20,163.81	54.17%
70490344 Repairs & Maintenance	45,000.00	3,053.61	40,793.08	4,206.92	90.65%
70490375 Landscape	8,000.00	0.00	5,255.00	2,745.00	65.69%
<b>70490 Public Buildings</b>	<b>265,500.00</b>	<b>10,782.64</b>	<b>178,794.63</b>	<b>86,705.37</b>	<b>67.34%</b>
<b>TREE MANAGEMENT PROGRAM</b>					
70495101 Consultant	10,500.00	1,975.00	8,675.00	1,825.00	82.62%
70495302 Materials & Supplies	1,800.00	0.00	1,001.53	798.47	55.64%
70495360 Tree Pruning	15,000.00	240.00	13,830.59	1,169.41	92.20%
70495370 Purchase Of Trees	4,100.00	658.60	3,363.22	736.78	82.03%
<b>70495 Tree Management Program</b>	<b>31,400.00</b>	<b>2,873.60</b>	<b>26,870.34</b>	<b>4,529.66</b>	<b>85.57%</b>
<b>PUBLIC WELFARE</b>					
70500101 Salary, Welfare Director	0.00	0.00	0.00	0.00	#DIV/0!
<b>70500 Public Welfare</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>#DIV/0!</b>
<b>PUBLIC HEALTH</b>					
70600456 Visiting Nurse/Mental Health/ SC Hospice/ Substance Abuse	16,500.00	7,000.00	11,500.00	5,000.00	69.70%
<b>70600 Public Health</b>	<b>16,500.00</b>	<b>7,000.00</b>	<b>11,500.00</b>	<b>5,000.00</b>	<b>69.70%</b>
<b>ANIMAL CONTROL</b>					
70610xxx Animal Control Services/Shelter	5,000.00	0.00	0.00	5,000.00	0.00%
70610302 Fees, Supplies & Dues	0.00	0.00	715.08	-715.08	#DIV/0!
70610306 Tick Task Force	15,000.00	0.00	0.00	15,000.00	0.00%
<b>70610 Animal Control</b>	<b>20,000.00</b>	<b>0.00</b>	<b>715.08</b>	<b>19,284.92</b>	<b>3.58%</b>

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 1, 2016 - JUNE 30, 2017  
YTD Ending May 31, 2017**

<u>Account Number &amp; Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<b>70650101</b> Salaries (3 PT)	46,540.00	3,429.71	40,202.67	6,337.33	86.38%
<b>70650302</b> Fees, Supplies & Dues	2,500.00	210.89	4,654.62	-2,154.62	186.18%
<b>70650309</b> Telephone & Alarms	1,850.00	214.92	2,397.31	-547.31	129.58%
<b>70650321</b> Electricity	5,500.00	261.16	4,018.01	1,481.99	73.05%
<b>70650324</b> Water	1,000.00	0.00	652.87	347.13	65.29%
<b>70650341</b> Trash Removal	325.00	29.00	307.00	18.00	94.46%
<b>70650343</b> Heat	5,400.00	0.00	3,287.40	2,112.60	60.88%
<b>70650344</b> Repairs & Maintenance	5,885.00	763.88	6,999.53	-1,114.53	118.94%
<b>70650380</b> Programs	3,000.00	0.00	2,969.37	30.63	98.98%
<b>70650 Senior Center Operations</b>	<b>72,000.00</b>	<b>4,909.56</b>	<b>65,488.78</b>	<b>6,511.22</b>	<b>90.96%</b>
<b>LIBRARY</b>					
<b>70700100</b> Salary, Librarian w/longevity	69,921.00	5,404.80	66,563.00	3,358.00	95.20%
<b>70700101</b> Salaries (2FT & 2@.875)w/longevity	152,803.00	12,251.19	148,656.21	4,146.79	97.29%
<b>70700102</b> Custodian	0.00	0.00	0.00	0.00	#DIV/0!
<b>70700302</b> Fees, Supplies & Dues	8,500.00	405.40	7,215.24	1,284.76	84.89%
<b>70700308</b> Insurance	12,850.00	0.00	12,850.00	0.00	100.00%
<b>70700309</b> Telephone	1,200.00	0.00	758.89	441.11	63.24%
<b>70700310</b> Equipment	500.00	0.00	745.21	-245.21	149.04%
<b>70700321</b> Electricity	23,000.00	2,016.65	16,442.12	6,557.88	71.49%
<b>70700343</b> Heat	18,500.00	460.02	8,349.31	10,150.69	45.13%
<b>70700344</b> Repairs & Maintenance	19,000.00	2,439.87	18,880.25	119.75	99.37%
<b>70700345</b> Information Technology	6,000.00	0.00	5,039.01	960.99	83.98%
<b>70700351</b> Books & Periodicals	30,000.00	2,225.58	23,734.43	6,265.57	79.11%
<b>70700352</b> Books - State Aid	87,375.00	12,025.12	97,560.52	-10,185.52	111.66%
<b>70700 Library</b>	<b>429,649.00</b>	<b>37,228.63</b>	<b>406,794.19</b>	<b>22,854.81</b>	<b>94.68%</b>
<b>PARKS, BEACHES &amp; RECREATION</b>					
<b>70800101</b> Salary, Director	64,564.00	5,115.42	61,385.04	3,178.96	95.08%
<b>70800102</b> Salaries, Rec, Parks (3) w/longevity	124,564.00	11,657.35	122,902.84	1,661.16	98.67%
<b>70800103</b> Salary, Teen Center Coordinator	35,653.00	2,824.81	33,860.79	1,792.21	94.97%
<b>70800104</b> Salaries, Teen Center Support Staff	15,750.00	2,102.63	16,894.59	-1,144.59	107.27%
<b>70800105</b> Salaries, Rec Seasonal Staff	132,221.00	3,529.26	128,364.36	3,856.64	97.08%
<b>70800302</b> Fees, Supplies & Dues	5,965.00	406.38	6,735.45	-770.45	112.92%
<b>70800305</b> Advertising & Printing	3,750.00	0.00	4,205.90	-455.90	112.16%
<b>70800308</b> Insurance	7,117.00	0.00	7,117.00	0.00	100.00%
<b>70800309</b> Telephone	2,750.00	0.00	3,239.92	-489.92	117.82%
<b>70800310</b> Equipment	4,500.00	0.00	2,965.64	1,534.36	65.90%
<b>70800314</b> Gas & Oil	14,000.00	342.31	5,998.42	8,001.58	42.85%
<b>70800321</b> Electricity & Field Lighting	29,000.00	127.50	16,110.78	12,889.22	55.55%
<b>70800322</b> Ft Getty Waste Water Removal	13,000.00	0.00	7,948.00	5,052.00	61.14%
<b>70800323</b> Shores Beach/Sanitary Facility	3,000.00	0.00	2,565.00	435.00	85.50%
<b>70800324</b> Water	14,000.00	0.00	15,504.59	-1,504.59	110.75%
<b>70800341</b> Trash Removal	10,000.00	238.00	6,486.96	3,513.04	64.87%
<b>70800344</b> Repairs, Maintenance & Improvements	26,000.00	4,953.44	24,594.57	1,405.43	94.59%
<b>70800382</b> Summer Programs	3,825.00	800.00	5,180.00	-1,355.00	135.42%
<b>70800383</b> Winter Programs	1,200.00	0.00	945.18	254.82	78.77%
<b>70800 Parks, Beaches &amp; Recreation</b>	<b>510,859.00</b>	<b>32,097.10</b>	<b>473,005.03</b>	<b>37,853.97</b>	<b>92.59%</b>
<b>70801381</b> Special Activities	0.00	3,242.66	3,039.60	3,039.60	
<b>70801384</b> Exercise	0.00	0.00	-8,829.00	-8,829.00	
<b>70801386</b> Flag Football S/F	0.00	0.00	139.77	139.77	
<b>70801388</b> Basketball S/F	0.00	0.00	177.78	177.78	
<b>70801391</b> Sports Camp S/F	0.00	0.00	-3,500.91	-3,500.91	
<b>70801392</b> Tennis S/F	0.00	0.00	-1,470.00	-1,470.00	
<b>70801393</b> Soccer S/F	0.00	0.00	2,025.00	2,025.00	
<b>70801395</b> Girl's Softball S/F	0.00	-100.00	-48.80	-48.80	
<b>70801396</b> Restoration Rec Ctr S/F	0.00	0.00	0.00	0.00	
<b>70801398</b> Pavilion	0.00	311.10	-21,527.76	-21,527.76	
<b>70801399</b> Miscellaneous	0.00	0.00	0.00	0.00	
<b>70801400</b> Volleyball S/F	0.00	0.00	0.00	0.00	
<b>70801401</b> Summer Playground S/F	0.00	0.00	-10,007.79	-10,007.79	
<b>70801402</b> J.Y.O. S/F	0.00	0.00	0.00	0.00	
<b>70801 Recreation Programs</b>	<b>0.00</b>	<b>3,453.76</b>	<b>-40,002.11</b>	<b>-40,002.11</b>	

**TOWN OF JAMESTOWN  
BUDGET VS. ACTUAL  
JULY 1, 2016 - JUNE 30, 2017  
YTD Ending May 31, 2017**

<u>Account Number &amp; Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<b>DEBIT SERVICE</b>					
<b>70900504</b> Payment Of Principal	455,299.00	255,000.00	580,768.09	-125,469.09	127.56%
<b>70900505</b> Payment Of Interest	252,160.00	24,050.00	212,859.78	39,300.22	84.41%
xxxxxxx Lease DPW Equipment Resolution	69,286.00	0.00	0.00	69,286.00	0.00%
xxxxxxx Lease JetVac *included in above	0.00	0.00	0.00	0.00	#DIV/0!
<b>1403-70000001</b> Fire Station Improvements (2.2M@20yrs)	38,500.00	0.00	0.00	38,500.00	0.00%
Fire Truck (300K@10yrs)	3,750.00	0.00	0.00	3,750.00	0.00%
<b>70900 Debit Service</b>	<b>818,995.00</b>	<b>279,050.00</b>	<b>793,627.87</b>	<b>25,367.13</b>	<b>96.90%</b>
<b>MISCELLANEOUS</b>					
<b>70920527</b> Incidentals & Emergencies	50,000.00	0.00	1,141.80	48,858.20	2.28%
<b>70920530</b> Conservation Commission	2,200.00	0.00	500.00	1,700.00	22.73%
<b>70920550</b> Chamber of Commerce Development	4,000.00	0.00	1,960.00	2,040.00	49.00%
<b>70920570</b> Economic Development	5,000.00	0.00	0.00	5,000.00	0.00%
<b>70920 Miscellaneous</b>	<b>61,200.00</b>	<b>0.00</b>	<b>3,601.80</b>	<b>57,598.20</b>	<b>5.89%</b>
<b>Total</b>	<b>9,160,035.00</b>	<b>770,027.54</b>	<b>7,556,614.46</b>	<b>1,603,420.54</b>	<b>82.50%</b>



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## JAMESTOWN CONSERVATION COMMISSION

To: Jamestown Zoning Board, Jamestown Town Planner, Lisa Bryer

From: Jamestown Conservation Commission, Anne Kuhn-Hines

Date: May 15, 2017

Subject: Conservation Commission Advisory Review of Section 82-308 Variance Request for Earley Plat 1/Lot 324

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At recent JCC meetings on March 29, 2017, April 25, 2017 and May 9, 2017, members of the Conservation Commission reviewed Ms. Earleys' (Plat 1, Lot 234) proposed development plans in response to her request for a 99' variance from the 150' freshwater wetland setback required by Section 82-308. Given the Conservation Commission's charge, which includes protection of the Town's water resources, we offer the following comments on Ms. Earleys' variance request for your consideration:

- 1) The current development and proposed site plans (project narrative prepared by Natural Resource Services, Inc., Edward Avizinis, dated 1/3/2017 and site plan prepared by Darveau Land Surveying, Inc. dated 3/15/2017) show an advanced onsite wastewater treatment system (OWTS) placed 51' feet from a freshwater wetland edge, requiring a variance of 99'. It is the opinion of the Conservation Commission that a variance of this magnitude has the potential to degrade the quality of groundwater and the freshwater wetlands in the immediate vicinity.
- 2) While it is clear that efforts have been made to minimize impacts to the natural conditions of the property and to locate the OWTS site and the proposed dwelling away from the wetland within the constraints of the lot (maintaining 100 ft distance from existing neighboring wells and proposed well sites), the proposed onsite wastewater treatment system is only 51' from the wetland edge. The JCC questions if all possible alternatives regarding placement of new well and OWTS had been considered.
- 3) Given that this property is located within the Jamestown High Groundwater and Impervious Layer Overlay District, Commissioners were not convinced that the proposed development would not reduce the net capacity of the site to retain floodwaters. Additionally, the written narrative prepared by Natural Resource services, Inc (Edward Avizinis) states that when their staff visited the property in December 2015, it was noted that there was an elevated seasonally high water table in other locations throughout the property.
- 4) Although an advanced technology OWTS has been proposed (SeptiTech), Commissioners were concerned that the extremely limited buffer between the proposed development and the freshwater wetland edge decreases the net capacity of the site to retain excess nutrients and other pollutants.

In light of these considerations, the Conservation Commission voted unanimously to recommend against the approval of this variance request. Members of the Conservation Commission attended the Jamestown Planning Commission meeting on April 5, 2017, and voiced objections to the proposed variance based on the concerns noted above. Nevertheless, the variance was approved at that meeting, however, the Conservation Commission wishes to

'go on record' and formally oppose wetland setback variances of this magnitude, especially in these sensitive areas of groundwater recharge and high groundwater and impervious layer overlay districts.





## **Beavertail Lighthouse Museum Association**

*Dedicated to Preservation and Education*

*P.O. Box 83 Jamestown, RI 02835*

RECEIVED  
TOWN OF JAMESTOWN, R.I.  
17 MAY 24, PM 3:29

May 25, 2017

Jamestown Town Council  
93 Narragansett Ave,  
Jamestown, RI 02835

Dear Council Members,

The Beavertail Lighthouse Museum Association (BLMA) is presently conducting a Capitol Campaign, raising funds for a perpetual endowment fund. Its purpose is to establish an annual source of money dedicated strictly for the preservation of the six historic major structures comprising the Beavertail Light Station. The site represents Jamestown's oldest icon and has become a major visitor destination.

As you know, BLMA, a 100% volunteer organization has operated a free admission museum over the past 24 years. This has been possible by support of its members, private donations coupled with financial and material support from the Town of Jamestown.

The need of an endowment was recognized three years ago as the best solution to guarantee continued periodic funding for maintaining and preserving the buildings for future generations.

A member of our organization has offered to match any donation up to his limit of \$500,000. To date almost \$200,000 has been raised with further benefactor support expected.

Jamestown Town Council in the past has recognized the importance of the Light Station, both historically and as an economic entity benefiting the town in many ways. The town has helped financially in 2010 and has been a partner in the preservation of the site since 1983.

We would appreciate the opportunity to address the Town Council, explain further our goals with this endowment fund and ask for your financial support.

Thank you for your consideration.

Suzi Andrews President

dc: A. E. Nota



May 30, 2017

Robert N. Roach III  
64 Green Lane  
Jamestown, RI 02835

Dear Town Council persons:

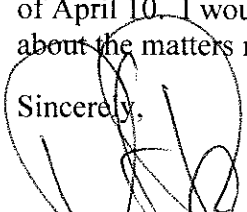
I am writing regarding the recently enacted "shooting ban" ordinance of the Town of Jamestown (amendment to Chapter 38, Article V, Sec. 38-113, the "Ordinance"). As you know, I was and remain opposed to the ban. In that regard, I write to point out some procedural issues which, it appears to me, place the Ordinance on precarious footing.

The procedure for enacting or amending an ordinance in Jamestown is as required by Article II, Section 216 of the Town Charter. Section 216 provides for the introduction and publication of the proposed ordinance or amendment, and the notice period before a vote can be taken. It appears that the Town complied with the provisions of Section 216, with the exception of the requirement for publication. As used in Section 216, "the term 'publish' means to print in one or more newspapers of general circulation in the town: (1) the *complete* ordinance **and** (2) the places where copies of it have been filed and the times when they are available for public inspection." (emphasis added). As shown by the the Town's advertisement in the Jamestown Press of March 30, 2017, the publication did not include the text of the "complete ordinance." The Town Clerk having failed properly to publish the proposed ordinance in the manner required by Section 216 must render the Ordinance invalid.

In addition, the Ordinance as adopted had been amended by the Council at its meeting, and therefor varied from its form as proposed and published. In striking the proposed Council declaration that the entirety of Conanicut Island is a "compact area," the Council modified the proposed ordinance as to a "matter of substance." Under Section 216, the Council "may not adopt" the amended proposed ordinance "until the ordinance or its amended sections have been subjected to all the procedures ... required in the case of a newly introduced ordinance." Because the proposed and published ordinance was substantively modified, the Council was prevented from adopting it, and the Ordinance is invalid.

In sum, the Ordinance is invalid as a result of the procedural errors noted herein. I call upon the Town Council to publicly acknowledge the invalidity of the Ordinance and, if the Council is so inclined, to begin anew the procedure for adoption beginning with proper publication in full compliance with Section 216 of Article II of the Charter. As an alternative to making another attempt to enact a "shooting ban," the Council could facilitate the proposal of a "compromise," as suggested by Town Council President Trocki at the Council's Special Meeting of April 10. I would greatly appreciate hearing from the Town, or its counsel, by June 15th about the matters mentioned within.

Sincerely,



Robert N. Roach III

**JOHN F. PACHECO III**  
TOWN COUNCIL PRESIDENT

Burrillville Town Council  
105 Harrisville Main St.  
Harrisville, RI 02830

P: (401) 568-4300  
W: www.burrillville.org

## MEMORANDUM

**TO:** Rhode Island City & Town Councils  
**FROM:** John F. Pacheco III, Burrillville Town Council President  
**DATE:** May 26, 2017  
**RE:** House Bill 2017 – H 6051  
Senate Bill 2017 – S 0769

*John F. Pacheco III / JFP*

You may have seen our recent press release calling for the general assembly to take action on the referenced bills introduced this year at our behest. I'm attaching a copy in case you haven't seen it yet, with a heartfelt request that you contact your local legislators and encourage them to support this bill.

The main purpose of our legislation is to give a valid voice to the host community where power plants and similar facilities are proposed. We also mention the "financial drain" under the current Energy Facility Siting Act. The act as it currently stands allows the host community to request up to \$100,000 to help defray the costs to the community during the hearing process. And yes, we have received the \$100,000.

\$100,000 is a fraction of the real financial and time-consuming burden. The Town of Burrillville has already spent approximately \$500,000 – and the hearings haven't even started. We expect to spend in the neighborhood of one million. A million dollars of taxpayer money to explore and oppose an obnoxious project over which we have no genuine authority.

Please, review the legislation we have proposed. I believe you will agree that these changes would benefit Rhode Island municipalities. Again, I respectfully ask that you adopt a resolution in support of House Bill 2017 – H 6051 and the Senate companion bill 2017 – S 0769.

Thank you.



# TOWN OF BURRILLVILLE



TOWN BUILDING  
HARRISVILLE, R.I.

NEWS RELEASE  
May 26, 2017

Contact: Dyana Koelsch  
[DyanaK@dk-comm.com](mailto:DyanaK@dk-comm.com)

## **The Burrillville Town Council Calls on General Assembly to Take Action on Bill to Change Energy Facility Siting Act**

### ***Town Says Window to Protect all Communities from Unjust Act is NOW!***

BURRILLVILLE, RI - The Burrillville Town Council is renewing its call for Rhode Island legislators to act in this session to change the Energy Facility Siting Act. The Act empowers the Energy Facility Siting Board (EFSB) with sole decision-making on whether power plants are located in a city or town.

The current law effectively eliminates all municipal decision making authority regarding power plant siting. Cities and towns are left with minimal flexibility in deciding the viability of a project, even on an advisory basis.

This is the case with Invenenergy's proposed Clear River Energy Center (CREC) in Burrillville. Throughout the application process Burrillville has experienced numerous problems and financial drain under current EFSB law. The current law makes no provisions to properly reimburse any impacted city or town.

Under the existing act, the EFSB can be as subjective as it chooses due to minimal regulations or standards required to evaluate and approve a project, rendering a city or town essentially helpless to make any decisions in its own best interest.

"The Town of Burrillville has been forced to watch almost powerless as Invenenergy is utilizing its plentiful resources, political muscle and almost limitless finances to try to persuade the EFSB," said Burrillville Town Council President John F. Pacheco III. "This is not a fate I would wish on any community."

The Burrillville Town Council has set out to change this unacceptable situation. At its request, [House Bill 2017 – H 6051](#) and [Senate Bill 2017 – S 0769](#) have been introduced that would change the Energy Facility Siting Act. The proposed legislation would increase the membership of the EFSB, adding local representation and incorporating meaningful local participation of host communities in the hearing and decision making process of the board.

None of the proposed legislation, including the Town Council's bills, will be retroactive to the already in process CREC or the National Grid Interconnection project associated with CREC. However, if the Town can stop the current application now, or CREC withdraws its application, a new law would be in place should CREC re-file later. If CREC only receives an EFSB permit for 500 Megawatts, and has to re-file for an additional 500 megawatts, a new law would be in place to protect Burrillville and other cities and towns in the future.

"There is a chance this legislation may help Burrillville, but more importantly, we don't want to see other communities experience what we are going through," said Pacheco. "The time to act is NOW, in this session, to protect Burrillville and all Rhode Island communities that fall prey to the existing Energy Facility Siting Act."

Resolution of the \_\_\_\_\_ Town Council

*in Support of House Bill 2017 – H 6051 and Senate Bill 2017 – S 0769  
Acts Relating To State Affairs And Government - Energy Facilities Siting Act  
(Increases Board membership from 3 to 5 members and increases host communities  
participation in hearing decision making process as to proposed existing energy generating facilities.)*

- Whereas, the Energy Facility Siting Act (EFSA) empowers the Energy Facility Siting Board (EFSB) with sole decision-making on whether power plants are located in a city or town; and
- Whereas, the EFSA effectively eliminates all municipal decision making authority regarding power plant siting. Cities and towns are left with minimal flexibility in deciding the viability of a project, even on an advisory basis; and
- Whereas, throughout the application process, host communities experience numerous problems and financial drain under current EFSA. The current law makes no provisions to properly reimburse any impacted city or town.
- Whereas, House Bill 2017 – H 6051 and Senate Bill 2017 – S 0769 have been introduced to change the Energy Facility Siting Act. The proposed legislation would increase the membership of the EFSB, adding local representation and incorporating meaningful local participation of host communities in the hearing and decision making process of the board.
- Whereas, the time to act is NOW, in this session, to protect all Rhode Island communities that may fall prey to the existing Energy Facility Siting Act.

NOW THEREFORE BE IT RESOLVED that we, the Council of the \_\_\_\_ of \_\_\_\_\_ do hereby respectfully request that our representatives and the Honorable Gina M. Raimondo to take all steps within their means to ensure passage of House Bill 2017 – H 6051 and Senate Bill 2017 – S 0769 during the 2017 session of the Rhode Island General Assembly.

Adopted as a resolution of the \_\_\_\_\_

April 27, 2017

Kristine S. Trocki, President

Town Council

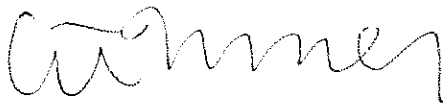
20 Centerville Road, Warwick, RI 02886

Dear President Trocki: It is a great honor and privilege, Your Worship, to write to you from Canada – America’s greatest friend and ally – particularly as my nation is to mark her 150th birthday as a country on July 1, 2017.

I am a public historian-researcher who, along with my wife Alison, an elementary school teacher, is working as a volunteer on a special community Canada 150 project we hoped, respectfully, you might be willing to assist us with. Our community was the proud first capital of the United Canadas and was also home to Canada’s “George Washington,” our first Prime Minister and Father of Confederation, Sir John A. Macdonald (1815-1891).

As you lead a local government in a country that is Canada’s best friend in the world we hoped you might consider contributing something special to our Canada 150 Time Capsule – that won’t be opened again until 3017! We respectfully hoped you might consider issuing a Proclamation declaring July 1, 2017 “Sir John A. Macdonald-Canada Day.” Alison and I will then place your Proclamation with honor, respect and gratitude in our community Time Capsule. In the meantime, Your Worship, we wish you, your colleagues, your family and all the people you lead continued health and success from Canada.

Yours respectfully,

A handwritten signature in cursive script, appearing to read "Alison Bogle and Arthur Milnes".

Alison Bogle and Arthur Milnes

861 Johnson Street, Kingston, Ontario, Canada, K7L 2B7



## Cheryl Fernstrom

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**From:** Open Meetings [OpenMeetings@sos.ri.gov]  
**Sent:** Wednesday, June 07, 2017 11:23 AM  
**To:** Cheryl Fernstrom  
**Subject:** AG Open Government Summit (July 28, 2017)

(ATTACHMENT TO FOLLOW)

RE: 2017 Attorney General Open Government Summit (July 28, 2017)

I would like to invite you to the 19th annual Open Government Summit and I would ask that you distribute this notice to others who may be interested in attending this event. This year's Open Government Summit will take place on Friday, July 28, 2017, 9:00 a.m. - 12:00 p.m., at the Roger Williams University Law School in Bristol. An agenda follows this letter.

I strongly believe that we achieve a more open government through education and open dialogue than we do by waiting for and punishing mistakes. This Summit is an important part of that education and discussion strategy and will focus on the key elements of open government in this State: The Access to Public Records Act and the Open Meetings Act. Recent developments at the Department of Attorney General, the Rhode Island Courts and the Rhode Island General Assembly will be emphasized. Further, we plan to distribute copies of the Open Meetings and Access to Public Records Act statutes and summaries of recent Attorney General findings/opinions.

If you have any questions regarding this Summit, or to reserve seating, please contact us by email at [agsummit@riag.ri.gov](mailto:agsummit@riag.ri.gov) or by telephone at 274-4400 x 2101. Your reservation should include your name, bar number (if applicable), the entity that you are representing and a contact telephone number. Please feel free to pose questions you wish addressed at the Summit upon making your reservation by email. Be advised that a confirmation of your reservation will not be issued, however, you will be contacted when/if the circumstances so require, or if you need additional assistance. Because we expect a high turnout for this event, if you need to cancel, we ask that you inform us by email or telephone. ClerkBase will be streaming this presentation live beginning at 9:00 a.m. and a link will be available on the Attorney General's website. The video of this presentation will also be available on the Attorney General's website for later viewing. If communication assistance is needed (e.g., signers, captioners) or any other accommodation to ensure equal participation, please contact the above email or telephone number as soon as possible, but prior to July 24, 2017.

I thank you for your commitment to an open and accessible government, and I look forward to seeing you at this event. I also appreciate you forwarding this invitation to other interested individuals.

Very truly yours,

PETER F. KILMARTIN  
ATTORNEY GENERAL



OPEN GOVERNMENT SUMMIT  
ROGER WILLIAMS UNIVERSITY SCHOOL OF LAW  
JULY 28, 2017  
9:00 A.M. – 12:00 P.M.

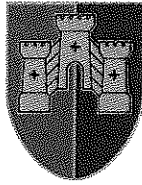


- 8:30 – 9:00 a.m. Check-in/Distribution of Material
- 9:00 – 9:05 a.m. Welcoming by Associate Dean Diana Hassel,  
Roger Williams University School of Law
- 9:05 – 9:15 a.m. Opening Remarks by Peter F. Kilmartin, Attorney General
- 9:15 – 10:15 a.m. Access to Public Records Act Presentation  
Michael W. Field, Assistant Attorney General; and  
Lisa Pinsonneault, Special Assistant Attorney General  
*Statutory requirements will be discussed and a 2016-2017 case law/legislative  
update will be provided. Frequent trouble areas, examples, and hot topics will  
also be highlighted.*
- 10:15 – 10:30 a.m. Break
- 10:30 – 11:30 a.m. Open Meetings Act Presentation  
Michael W. Field, Assistant Attorney General; and  
Lisa Pinsonneault, Special Assistant Attorney General  
*Statutory requirements will be discussed and a 2016-2017 case law/legislative  
update will be provided. Frequent trouble areas, examples, and hot topics will  
also be highlighted.*
- 11:30 – 12:00 p.m. Access to Public Records Act and Open Meetings Act Questions and Answers  
*Questions posed in advance (see below) and questions asked at the Summit will be  
addressed.*

To reserve seating email [agsummit@riag.ri.gov](mailto:agsummit@riag.ri.gov) or contact 274-4400 ext. 2101. Reservation should include your name, bar number (if applicable), the entity that you are representing and a contact telephone number. Seating for this event may be limited. For directions to the Roger Williams University School of Law visit <http://law.rwu.edu/admission/plan-your-visit/directions>.

ClerkBase will be streaming this presentation live over the internet and a link will be available on the Attorney General's website. This Program is co-sponsored by the Roger Williams University Law Alumni Association and is certified for a total of 3 Continuing Legal Education Credits (approval pending). Attorneys must be physically present at Roger Williams University to obtain CLE credits. This program (live or via video) also qualifies for APRA certification pursuant to § 38-2-3.16. Agenda subject to change.

If communication assistance is needed or any other accommodation to ensure equal participation, please contact the above email or telephone number as soon as possible, but prior to July 24, 2017.



# TOWN OF EXETER, RI

**Lynn M. Hawkins, CMC**  
Town Clerk  
Council Clerk  
Probate Clerk

675 Ten Rod Road  
Exeter, R.I. 02822  
Ph: (401) 294-3891  
Fax: (401) 295-1248  
clerk@town.exeter.ri.us

June 6, 2017

The Honorable Gina M. Raimondo  
Governor, State of Rhode Island  
State House, Room 224  
82 Smith Street  
Providence, RI 02903

RE: 2017 – H 6172: An Act Relating to Agriculture and Forestry – Right to Farm

Dear Governor Raimondo:

At its Regular Meeting of June 5, 2017, the Exeter Town Council had the opportunity to review the above-captioned proposed legislation. Following discussion, the Exeter Town Council is unanimously opposes the legislation and would by way of this correspondence respectfully request your support in opposing same.

Sincerely,

Kevin P. McGovern  
Council President

KPM:lmh

Enclosure

Copies to: Senate President Dominick J. Ruggerio  
Speaker of the House Nicholas A. Mattiello  
State Senator Elaine J. Morgan  
State Representative Justin Price  
State Representative Julie Casmiro  
All Rhode Island City and Town Councils  
Exeter Town Council





**Michele Cinquegrano**  
Regional Director  
Government Affairs

**Verizon Communications**  
234 Washington Street  
Providence, RI 02903

June 9, 2017

This is to inform you that effective May 31, 2017, National Grid<sup>1</sup> and Verizon have reached an agreement that changes the way the two companies perform utility pole work in your community. The agreement updates operating procedures in place for more than 30 years.

Under the new agreement, “custodial areas” – where one or the other pole owner had assumed responsibility for replacing and installing new utility poles on a municipal basis – have been eliminated. Instead, National Grid will be responsible for all replacements, relocations and new installations of jointly-owned poles. Verizon will be responsible for removing all jointly-owned poles once the replacement pole is installed and all facility transfers are completed.

In addition to the pole replacement, relocation and installation work, National Grid will be the first responder for all emergencies or after-hours dispatches related to jointly-owned poles and National Grid’s solely-owned poles. For emergency work, Police and Fire personnel should contact National Grid.

Both companies will still be responsible for coordinating the movement of third-party attachments from old jointly-owned poles to new ones, and each company will be responsible for the installation and removal of its solely-owned poles.

Streamlining the scope of work benefits the communities we serve. Today, National Grid generally receives the initial request for service from customers, and this new approach gives it the operational control to meet customer desired due dates for their electric service requirements. The companies expect that in addition to improvements in delivering services, coupling these changes with the new double pole database and full licensing of commercial and municipal attachments will improve the overall results on removing double poles.

Please contact your local National Grid contact or me if you have questions about how the new agreement affects your town.

Sincerely,

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<sup>1</sup> The agreement was signed by The Narragansett Electric Company d/b/a National Grid and The Massachusetts Electric Company d/b/a National Grid. The agreement does not apply to operating area served by the Nantucket Electric d/b/a National Grid.

**Responsibilities under the agreement:**

<b>National Grid</b>	<b>National Grid &amp; Verizon</b>	<b>Verizon</b>
Pole replacements Installations, and Relocations  First responder on emergency pole work. Police and Fire should first contact National Grid regarding this work.	Coordinating removal of third- party commercial and municipal attachments on double poles	Pole removals

During a transition period that will run through September 2017, the companies have agreed that Verizon will place a specific list of poles and National Grid will remove a specific list of poles. This will allow projects that were underway prior to the new agreement being implemented to be completed *without disruption*.

# TOWN OF BURRILLVILLE

## Office of Town Clerk

Louise R. Phaneuf  
Town Clerk



TOWN BUILDING  
HARRISVILLE, R.I.

Telephone: (401) 568-4300 ext. 124  
FAX: (401) 568-0490  
E-mail: townclerk@burrillville.org  
RI Relay 1-800-745-5555 (TTY)

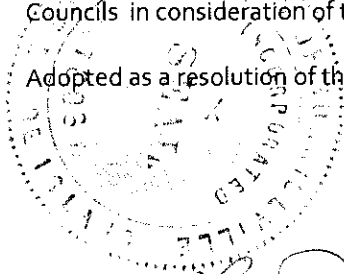
## Burrillville Town Council Resolution Opposing H5475 and S0481, Acts Relating To Cities and Towns – Subdivision of Land

- WHEREAS,** House Bill 5475, an Act Relating to Towns and Cities – Subdivision of Land, and companion Senate Bill 0481 have been introduced in the Rhode Island General Assembly; and
- WHEREAS,** these bills propose to reduce the state-mandated time periods for review of major land development and subdivision application, to reduce the time periods for recording land use decisions and to impose a penalty on municipality equivalent to 50% of the application fee if the time period is not met; and
- WHEREAS,** the practical effects of this legislation for our Town and others will be to put unreasonable time pressures on the Town Planner and the Planning Board as applied to the largest and most complex types of developments and subdivision; and
- WHEREAS,** these major applications represent the projects with the most site impacts, infrastructure and technical issues, involving testimony from various experts such as engineers and lawyers, and requiring Planning Board members to absorb design and technical details; and
- WHEREAS,** these plans often require review by the Town's own professional experts, often making it necessary for the Planning Board to receive additional information and/or revised plans before a final vote can be made; and
- WHEREAS,** shortening time periods for review, may force the Planning Board to vote with restrictive conditions or even a vote to deny, and will not serve the interests of applicants and developers; and
- WHEREAS,** these proposed changes are significant and were proposed without any initial input from the municipalities.

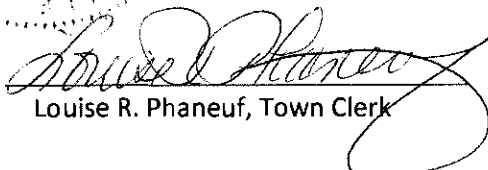
**NOW, THEREFORE, BE IT RESOLVED,** that the Town Council of the Town of Burrillville respectfully requests that all State Senators, Representatives and the Governor oppose House Bill 5475 and companion Senate Bill 0481.

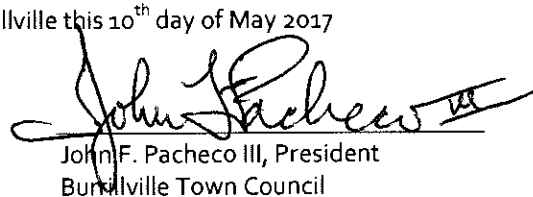
**BE IT FURTHER RESOLVED** that the Town Clerk is hereby instructed to submit a copy of this resolution to Senator Fogarty and Representatives Keable and Newberry, Governor Gina M. Raimondo, the Senate President, the Speaker of the House, the Executive Director of the Rhode Island League of Cities and Towns, and all the Rhode Island City and Town Councils in consideration of their support to defeat this amendment to the General Laws.

Adopted as a resolution of the Town Council of the Town of Burrillville this 10<sup>th</sup> day of May 2017



ATTEST:

  
Louise R. Phaneuf, Town Clerk

  
John F. Pacheco III, President  
Burrillville Town Council

Sec. 406. - Town moderator.

There shall be a town moderator, who shall be elected at the regular town election and shall have those powers and perform those duties prescribed now or in the future by the constitution and laws of the state not inconsistent with this Charter. In the event that the office of the town moderator becomes vacant during the term of office, the next highest vote getter from the most recent election shall be elevated to serve until a replacement is found.

(Amend. of 8-3-2009, §§ 1, 4)

**State Law reference**— Town moderator, G.L. 1956, § 45-3-15 et seq.