

**Approved As Amended**  
**PLANNING COMMISSION MINUTES**  
**January 4<sup>th</sup>, 2017**  
**7:00 PM**  
**Jamestown Town Hall**  
**93 Narragansett Ave.**

**I. Call to Order and Roll Call**

The meeting was called to order at 7:00 p.m. and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright- Secretary	Mick Cochran
Bernie Pfeiffer	Dana Prestigiacomio

Not present: Michael Smith

Also present:

Lisa Bryer, AICP – Town Planner  
Cinthia Reppe – Planning assistant  
Krista Moravec – Horsley Witten Group

**II. Approval of Minutes December 7, 2016**

A motion to accept the minutes as written was made by Commissioner Enright and seconded by Commissioner Cochran. So unanimously voted.

**III. Correspondence – nothing at this time**

**IV. Citizen’s Non-Agenda Item – nothing at this time**

**V. Reports**

1. Town Planner’s Report
2. Chairpersons report
3. Town Committees
4. Sub Committees

**VI. Old Business**

1. Sustainable Jamestown Plan – Draft Public Participation Plan & Schedule

Krista Moravec said the website is ready, so take a look at it. She gave an update on the progress they have made so far.

Commissioner Swistak said when he talked to the Chamber president she deferred this topic to the Executive Director. They are having a regular board meeting tomorrow and hopefully they can move it to an agenda item. Hopefully for February for their breakfast meeting.

Horsley Witten reached out to Bob Sutton and the Art Center. They will be coordinating something with them and they have tried for the senior center and will continue working on that. Brad at the Met Center they have contacted and will work together. They scheduled a teen center meeting on the January 19<sup>th</sup>. They are working on the Conservation Commission and they are going to schedule a meeting with the Town Council on January 17<sup>th</sup>. If this is classified as a presentation then a decision will not be made at this meeting which Krista said is the way they will do it.

Commissioner Enright said the Historical Society has a full agenda for ~~February~~ **January** and then will not meet until March.

They will be meeting with the Parks and Rec Department before the teen meeting.

We can put the office hours in the newspaper.

We talked about the Fire Department and Police Department said Commissioner Cochran and he thinks it would be great to involve them. One meeting with both police and fire. Krista said they will follow up with it.

She will get the flyer out for the public workshop. A short page with a link to the website. The survey should be on the website at the same time the website is launched Commissioner Prestigiacomo stated.

A discussion about showing the different steps and how the public can get involved. It would then lead to the workshop. A question was raised about people filling out more than one survey. Lisa does not think most people would want to fill this survey out more than once. A discussion about an online survey and having an option for a paper survey was discussed. Krista went over the questions for the survey with the planning commission.

Commissioner Swistak brought up that only the Police Chief lives in Jamestown and whether or not it would be beneficial to include the police department. Krista said even if you work intown especially on the police force you would have a vested interest.

## **VII. New Business – nothing at this time**

## **VIII. Adjournment**

A motion to adjourn was made by Commissioner Cochran and seconded by Commissioner Enright at 7:59 p.m. So unanimously voted.

Attest:

Cynthia L. Reppe