

**TOWN COUNCIL MEETING  
January 16, 2018**

**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  
Edward A. Mello, Police Chief  
James Bryer, Fire Chief  
David R. Petrarca, 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 6:35 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and Councilor Dickinson led the Pledge of Allegiance.

President Trocki welcomed members of Boy Scout Troop 50 from Narragansett in attendance this evening as part of their Citizenship Merit Badge project. Scout Leaders are Gary Marlowe and Josh Larson. Scouts were invited to ask questions during the meeting. Scout Ethan Smith of Saunderstown explained the Merit Badge project.

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

The Town Council convened as the Board of Water and Sewer Commissioners at 6:38 p.m. and adjourned from sitting as the Board of Water and Sewer Commissioners at 6:47 p.m. See Board of Water and Sewer Commissioners Meeting Minutes.

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

- A) Proclamations
  - 1) No. 2018-01 Honoring the Jamestown Fire Department

President Trocki acknowledged Fire Chief Jim Bryer in attendance and read the Proclamation.

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

President Trocki acknowledged Councilor Meagher who drafted the Proclamation. Councilor Dickinson recognized members of the Jamestown Fire Department and the amount of work they performed; they did a wonderful job. Councilor Mihaly congratulates them on their achievement. President Trocki stated the community is proud of them and all citizens should feel safer with our newly renovated station.

- 2) No. 2018-02 Honoring Maureen Coleman, former Conservation Commission Chair

President Trocki read the Proclamation.

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

President Trocki noted the Council's appreciation for all that Maureen Coleman has done for the community.

## V. PUBLIC HEARINGS, LICENSES AND PERMITS

- A) Licenses and Permits
  - 1) One Day Event/Entertainment License Application
    - a) Applicant: Rhode Races & Events, Inc.
    - Event: Jamestown Rhode Race
    - Date: September 22, 2018
    - Location: Fort Getty/Streets of Jamestown/Fort Getty

Karen Zyons, owner and CEO of Rhode Races & Events, Inc., addressed the Town Council and noted appreciation to the Town for allowing this event for the 4<sup>th</sup> year. Police Chief Mello noted the event is well run with no incidents.

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

## VI. OPEN FORUM

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

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

- A) Town Administrator's Report: Andrew E. Nota  
1) RIEMA Community Assistance Visit – National Flood Insurance Program

Mr. Nota reported on the RIEMA Community Assistance Visit relative to the National Flood Insurance Program. There are 225 policies in effect for Jamestown, all in good standing, accounting for \$206,542 in premiums and \$66,108,300 in coverage. A total of \$242,334 for 22 claims has been paid out since 1978. A recommendation was made to consider participation in the voluntary Community Rating System program as it may result in premium reductions. Town staff will conduct a review of benefits associated with the program and report their findings. Jamestown is following all procedures and requirements and classified as an exemplary community. The Grover Fugate lecture, attended by 60 residents, was referenced and discussed.

- 2) Winter Storm Update

Mr. Nota reported on the January 4<sup>th</sup> weather event, with over 12 inches of snow, wind gusts in excess of 40 mph, and wind chill temperatures well below zero, making it difficult for Town staff to clear roads and sidewalks. Staff did an exemplary job under difficult conditions, including working overnight to clear Narragansett Avenue. Discussion involved the difficulty in moving large amounts of snow and what was learned to help us better address future storms. Discussion continued of clearing fire hydrants and sidewalks. Town Hall was opened as a temporary warming center staffed by the Police Department and Town Administrator. It was noted residents can assist Town snow plowing by clearing site lines to property boundaries, and snowplow contractors and homeowners can assist by not depositing snow from properties and driveways onto newly cleared streets.

- 3) Budget Development Process

Mr. Nota reported most Town Departments have had an initial budget meeting, with the Library and Finance Department slated for later this week and next week.

- 4) 1<sup>st</sup> Day Plunge

Mr. Nota reported the 1<sup>st</sup> Day Plunge (postponed due to the extreme cold weather conditions) has been rescheduled to Sunday, March 18<sup>th</sup>, with more information to follow.

Mr. Nota reported Governor Raimondo will give the annual State of the State Address tonight. This will be followed-up on Thursday with a budget conference call with all municipal leaders.

- B) Public Works Department Report: Director Michael C. Gray

Public Works Director Gray gave a PowerPoint presentation outlining Department of Public Works 2017 Accomplishments, Updates and what the Future Holds as follows:

Overview of Personnel. Discussion involved personnel for each division: Highway Division: 11 full time; Solid Waste: 1 Transfer Station operator; Water Department: 3 full time; Wastewater Department: 3 full time; Engineering/GIS Coordinator: 1 full time Engineer. All divisions worked together during the recent storm.

Major Tasks. Discussion involved the tasks performed by each division: Highway Department: road maintenance for 50 miles of Town roads, snow plowing and removal, street sweeping, drainage and catch basin maintenance, tree management and removal, road improvements and construction, mowing, signs, building maintenance, sidewalk maintenance, and Capital Improvement projects and initiatives. Water Department: operation of Water Treatment facility, maintain dams and reservoir, maintain water storage tanks and 20 miles of distribution pipe, perform daily and routine sampling and reporting, install and service connections and water main piping, and after hours on call services as needed. Wastewater Department: operation of Wastewater Treatment facility including operation of 4 pump stations, maintain 16.38 miles of collection system piping, routine and emergency jetting of pipe system, regulatory sampling and reporting, sludge disposal, water for golf course irrigation, and after hours on call services as needed.

2017 Accomplishments. Discussion involved major accomplishments including North Road drainage and paving for Phase 1 and 2, new Mackerel Cove Bath House, Fort Getty Pavilion enhancements including pavers installation, pavement management conditions update (by interns), fiber cable installations (initiated by IT Consultant Mike Glier) for improved fiber internet service, sidewalk condition management, and Sheffield Cove Water Quality project. Review of project photos with lengthy discussion ensued.

2018 Planned Cable Installations. Discussion involved upcoming cable installation at the Water Tower, Water Treatment facility, Wastewater Treatment facility and the path for installations. The goal is to have all facilities on fiber connected through the Town Hall.

Pavement Condition Management. Discussion involved conditions of Town roads, costs for improvement, what has been accomplished over the last 10 years, and percentage of failed roads in 2007 (21%) compared to 2017 (2%), accomplished using pay-as-you-go financing. Discussion ensued of future roads slated for improvement (Carr Lane, Rosemary Lane and High Street).

Sidewalk Management. Discussion involved plans to improve existing sidewalks, inspection program established in 2015, sidewalk inventory and drainage, and comparison of 2015 conditions to 2017 conditions.

Sheffield Cove Water Quality Project. Discussion involved the drainage project for watershed areas to improve water quality at Sheffield Cove, including the initial study and new road surface and drainage, with review of chronological photos from beginning to completion. Lengthy discussion ensued of the extensive project, funded partially through a RIDEM grant, and future monitoring program. The goal is improved water quality in order to reopen Sheffield Cove to shell fishing.

Future Projects. Discussion involved upcoming projects including North Road drainage Phase 2, East Ferry Parking Lot improvements (bid process proceeding; 2 phases with completion Thanksgiving 2018), Conanicus Avenue water main replacement (in front of East Ferry), South Pond Dam (summer), North End bike path, Landfill plantings, Fort Getty Access Road enhancements, energy efficiency projects, Playground equipment replacement, and wastewater system update.

North Road drainage and paving, Phase 2. Discussion involved the drainage work, water quality basins improvements, improvements to swales, and beneficial plantings.

East Ferry Parking Lot Improvement. Discussion involved the parking lot and existing conditions, paving and curbing improvements, landscaping and sidewalks, and drainage improvements, including existing conditions, proposed improvements, and review of plans and photos.

Conanicus Avenue Water Main Replacement. Discussion involved the proposed water line replacement along Conanicus Avenue from Narragansett Avenue to Lincoln Street.

South Pond Dam Improvements. Discussion involved improvements to the dike, which has failed, with extensive review of plans and photos. Discussion ensued of the Bike Path route and shared pathway, fall landfill plantings, and Fort Getty Access Road enhancements, with review of photos. Playground replacement activities were reviewed, including site preparations and future installation of new equipment (Phase 1, by Memorial Day).

Wastewater System Upgrades. Discussion included a summary of the wastewater system, noting 86,488 feet (16.348 miles) total length, pipeline of 35,448 feet, and 17,134 feet of PVC pipe. Discussion ensued of the 7,954 feet of interceptor pipe lining in 2016 for Conanicus, Narragansett, Walcott, and Hamilton Avenues and Bay View Drive, and 4,692 feet of pipes lined in 2017 for Columbia, Whittier, and Lawn Avenues, Valley Street, Knowles Court, and a portion of Grinnell Street.

Wastewater System areas of concern were noted, including Clarke Street, Grinnell Street, and Shoreby Hill, and areas of concern for the Water distribution system. Mr. Gray stressed the importance of maintenance.

The Council thanked Mr. Gray for his extensive and informative report.

## **VIII. UNFINISHED BUSINESS**

- A) Town Council Goals and Objectives Update; review, discussion and/or potential action and/or vote

President Trocki thanked Town Administrator Nota for the updates and overview of the Goals and Objectives, noting accomplishments. Councilor Meagher commented on the completeness of the report and its importance as we enter the budget cycle. Mr. Nota commented the document continues to evolve and there will always be goals. If Council

wishes, revisions will continue. The document is used as a resource and helps focus Town staff and how we prioritize activities.

Councilor Dickinson commented on Page 21, as he has been an advocate for the OPEB Trust and gives kudos to the School Committee. Councilor Mihaly suggested Council digest the document and if needed schedule a session for review. Council feels the document is useful and appreciates the work done by the Town Administrator.

B) Upcoming Meetings and Sessions – dates and times

1) Preliminary Schedule for budget hearings; review and discussion

President Trocki noted the budget sessions for Town Departments and scheduling of Town Council public budget sessions. Mr. Nota referenced the March 5<sup>th</sup> budget submittal to Council and availability of the Council Chambers for budget work sessions: March 6<sup>th</sup>, 8<sup>th</sup>, 26<sup>th</sup>, 27<sup>th</sup>, 28<sup>th</sup> and 29<sup>th</sup>. The following dates do not comply with Council member schedules: March 12<sup>th</sup>, 13<sup>th</sup> and 16<sup>th</sup> through 23<sup>rd</sup>. School Committee Chair Whitehouse is unavailable March 23<sup>rd</sup> through April 9<sup>th</sup>. Capital Budget review scheduled for March 6<sup>th</sup> at 6:00 p.m. and March 8<sup>th</sup> if needed. Operating Budget review scheduled for March 26<sup>th</sup> and 27<sup>th</sup> at 6:00 p.m. Budget Adoption is due 30 days prior to the FTM. School Department Budget review scheduled for April 10<sup>th</sup> at 6:00 p.m. Town Council adoption of the Budget scheduled for April 16<sup>th</sup> at the regular meeting. Mr. Nota will forward an email follow-up confirming budget work session dates.

**IX. NEW BUSINESS**

None.

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

A) Appointments, Vacancies, and Expiring Terms; review, discussion and/or potential action and/or vote

1) Jamestown Conservation Commission Member (one vacancy with a three-year term expiring December 31, 2020)

b) No applicants

Citizens are urged to apply and advertising will continue.

2) Jamestown Harbor Commission Members (one vacancy with a three-year term expiring December 31, 2020 and one vacancy with an unexpired three-year term expiring December 31, 2018)

a) No applicants

Citizens are urged to apply and advertising will continue.

3) Jamestown Juvenile Hearing Board (one vacancy with a three-year term expiring December 31, 2020)

a) Letter of interest for appointment

i) Jill Harrison

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

- 4) Jamestown Zoning Board of Review 3<sup>rd</sup> Alternate (one unexpired one-year term expiring December 31, 2018)\*
  - a) Letters of interest for appointment
    - ii) Steven Ceceri
    - iii) James King
    - iv) Lisa Hough

Council is not ready to make an appointment.

## **XI. CONSENT AGENDA**

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

The Consent Agenda approved consists of the following:

- A) Adoption of Town Council Minutes
  - 1) January 2, 2018 (interview session)
  - 2) January 2, 2018 (regular meeting)
- B) Minutes of Town Boards/Commissions/Committees
  - 1) Jamestown Library Board of Trustees (12/12/2017)
  - 2) Jamestown Planning Commission (10/04/2017)
  - 3) Jamestown Planning Commission (10/18/2017)
  - 4) Jamestown Planning Commission (11/01/2017)
  - 5) Jamestown Planning Commission (12/06/2017)
  - 6) Jamestown Planning Commission (12/20/2017)
  - 7) Jamestown Tree Preservation and Protection (03/21/2017)
  - 8) Jamestown Tree Preservation and Protection (04/18/2017)
  - 9) Jamestown Tree Preservation and Protection (05/16/2017)
  - 10) Jamestown Tree Preservation and Protection (06/27/2017)
  - 11) Jamestown Tree Preservation and Protection (07/25/2017)
  - 12) Jamestown Tree Preservation and Protection (08/15/2017)
  - 13) Jamestown Tree Preservation and Protection (09/19/2017)
  - 14) Jamestown Tree Preservation and Protection (10/24/2017)
- C) Abatements/Addenda of Taxes
  - Total Abatements: \$18,070.71      Total Addenda: \$18,070.71
  - 1) Real Property/Motor Vehicle/Tangible Abatements to 2017 Tax Roll
    - Account/Abatement Amount**
    - a) 03-0180-75      \$6,177.40
    - b) 11-0460-00      \$7,483.96

- c) 16-1250-00 \$4,409.35
- 2) Real Property/Motor Vehicle/Tangible Addenda to 2017 Tax Roll
 

<u>Account/Addenda Amount</u>	
a) 02-0201-35	\$4,409.35
b) 02-0854-99	\$7,483.96
c) 04-0912-18	\$6,177.40

D) Abutter Notifications

- 1) Notice is hereby given that the Jamestown Zoning Board of Review will hold a Public Hearing on January 23, 2018 at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, RI at 7:00 p.m. upon the following: Application of Kayleigh E. Melroy, whose property is located at 76 Nautilus St. and further identified as Assessor's Plat 5, Lot 325 for a Special use permit from Article 82, Section 314.C & 82-601 Special Use Permits to construct an 8'x 16' addition as an extension of kitchen & bath in sub district A, high groundwater district. Said property is located in a R40 zone and contains 14,374 sq. ft.
- 2) Notice is hereby given that the Jamestown Zoning Board of Review will hold a Public Hearing on January 23, 2018 at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown RI at 7:00 p.m. upon the following: Application of Geoffrey Hamlin, whose property is located at Battery Lane and further identified as Assessor's Plat 11, Lot 38 for a Variance from Article 3, Section 82-316 Pools and tennis courts and 82-302 table 3-2 accessory setbacks, to allow a portion of tennis court that is impinging on side setback to be 11' where a 20' side setback is required. Said property is located in a RR-80 zone and contains 5.28 acres
- 3) Notice is hereby given that the Jamestown Zoning Board of Review will hold a Public Hearing on January 23, 2018 at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown RI at 7:00 p.m. upon the following: Application of Andrea Colognese et Doriana Carella, whose property is located at 2 Watson Avenue, and further identified as Assessor's Plat 8, Lot 774 for a Special use permit from Article 6, Section 82-601 Special Use Permits and Article 3 table 3-1 Restaurant with Alcohol beverages to obtain the right to sell alcoholic beverages at Village Hearth bakery/café, with no other changes in already permitted operation. Said property is located in a CL zone and contains 7000 sq. ft.

E) CRMC Notices

- 1) January 2018 Calendar

F) Holiday License Renewal Application

- 1) **Zeek's Creek Bait and Tackle, Inc.** dba: Zeek's Creek  
Address: 194 North Road



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

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

The Communications and Resolutions and Proclamations from other RI cities and towns received consists of the following:

- A) Communications
  - 1) Notice of Public Workshops for Rhode Island Moving Forward 2040 on January 23, January 24, and January 31, 2018
- B) Proclamations and Resolutions of other Rhode Island cities and towns
  - 2) Resolution of the Exeter Town Council “In Support of an Act Relating to Taxation” to promote residential renewable energy

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

- A) FY 2017 Audit Report
- B) Planning Department/Planning Commission/Affordable Housing Committee Reports (February)
- C) RI Turnpike and Bridge Authority Solar Array Project
- D) Interviews/Appointments/Reappointments/Vacancies for Town Boards/Commissions/Committees
- E) Award of Architectural Services contract for Fort Getty improvements
- F) Final report on the Fire Station Rehabilitation Project
- G) Review of the Legal Services Agreement for the Opioid Epidemic Litigation (February)

Discussion ensued of dates for the above-referenced agenda items. Mr. Nota referenced additional agenda items including:

- Harbor Commission Budget and Rates
- Tree Preservation and Protection Committee - Fort Getty landscaping and tree plan
- LASA Grant through RIDEM for agricultural and aquaculture green economy projects (upwellers) - due March 1<sup>st</sup>
- School Infrastructure Project Application Stage 2 - approval by the Town Council

Mr. Nota will be at Thursday’s School Committee meeting to review the project application, which requires Council review and action at the February 5<sup>th</sup> Council meeting. Councilor Dickinson would like a comprehensive public discussion about this significant project before any decisions are made. Discussion ensued of what is required, including Council support for the infrastructure enhancements and investment in the current assets. The initial investment has been lowered to \$5 million. Discussion ensued of funding, bonding requirements, State’s commitment over the next 5 to 10 years, and the Governor’s proposed budget.

School Committee Chair Whitehouse commented approval to pursue this is on Thursday's School Committee agenda for Stage 2, with no commitment of money. It was noted Superintendent Duva is convalescing and an extension was secured due to extenuating circumstances. Mike Convery is filling in during his absence.

Councilor Dickinson would like parking issues during severe storms addressed. This is an issue that can be handled by Town staff. Councilor Dickinson requests coyote updates, as citizens want more information and action.

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

None.

#### **XV. ADJOURNMENT**

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

The Jamestown Town Council adjourned the regular meeting at 8:30 p.m.

Attest:

---

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:     Town Council  
                  Town Administrator  
                  Finance Director  
                  Town Solicitor