

**TOWN COUNCIL MEETING
December 21, 2020**

I. ROLL CALL

A regular meeting of the Jamestown Town Council was held on December 21, 2020. This meeting was held pursuant to Executive Order No. 20-05, executed by Governor Gina Raimondo and was teleconferenced via Zoom. The public access code to participate by phone was 1 (301) -715- 8592 or 1(312) - 626- 6799 or 1(646) - 558- 8656 Meeting ID 876 1506 2357. To participate by computer or mobile app: <https://zoom.us/j/87615062357>. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Erik G. Brine, Michael G. White and Randy White. Also present Town Administrator Jamie A. Hainsworth, Finance Director Christina D. Collins, Town Solicitor Peter D. Ruggiero, Chief of Police Edward A. Mello, Town Planner, Lisa Bryer, and Michael Gray, Public Works Director. The following School Committee members were present: Keith J. Roberts, Sally Schott, Agnes C. Filkins, Andrew C. Allsopp and Kristine A. Lapierre. Also present Kenneth A. Duva, School Superintendent, and Jane Littlefield, Director of Finance.

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Council President Beye called the meeting of the Jamestown Town Council to order at 5:31 P.M. held via Zoom, and led the Pledge of Allegiance.

School Committee Chair Keith Roberts called the meeting of the School Committee to order.

III. JOINT TOWN COUNCIL AND SCHOOL COMMITTEE WORK SESSION Review, discussion and/or potential action and/or vote of budget issues for the remainder of the current fiscal year (July 1, 2020 to June 30, 2021) and pre-budget review and discussion of issues for the next fiscal year (July 1, 2021 to June 30, 2022) pursuant to RIGL §16-2-21

Superintendent of Schools Dr. Duva presented the following:

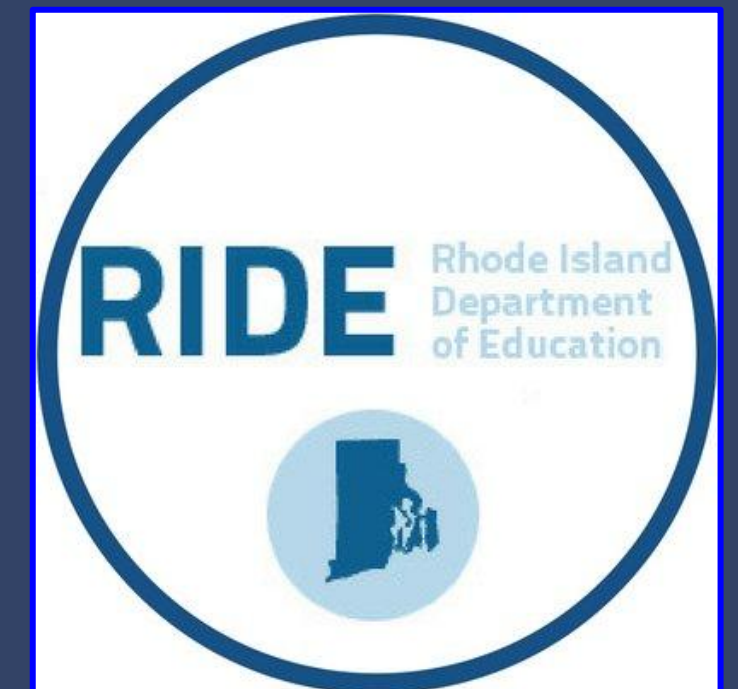


FY 2022 JSD Preliminary Budget Discussion

Town Council and School
Committee

12.14.20

“ 4 and 5 Star rated Schools
National Blue Ribbon
Elementary School ”



Our Accomplishments:

- Successful Reopening of the school buildings in September 2020 with collaboration from our Reopening School Committee.
- Dedication, Passion, and Flexibility of our Teachers, Support Staff, and Administration in doing what is right for our students.
- Meticulous and caring management of our facilities by our Director, Peter Anderson, who worked tirelessly with Arden Engineering to ensure proper and safe ventilation practices are being implemented in our school buildings.
- Ensuring 100% of our students have the technology necessary to be 1:1 in school and at home for distance learning.

Our Accomplishments:

- Ensuring our staff have the technology and resources to teach in-person and virtually.
- Implementation of our newly adopted iReady math program kindergarten through 8th grade.
- Implementation of a pilot of the EL Language Arts curriculum in grades 6-8.
- Lawn Middle School students named to All-State Chorus and All-State band.

Zero Based Budgeting



Zero-based budget: Start from a “zero base” and every function within an organization is analyzed for its needs and costs; all expenses are justified.

The budget is built based on the needs for the upcoming year using RIDE’s Chart of Accounts. Once developed, the budget is balanced considering any funding restraints.

The FY 2021 JSD Budget Process

Our budget is designed to fund expenses related to the known student population to provide a high quality education based on the academic and social-emotional needs of all students pre-K through 12th grade.

We consider the needs of the students, teachers and administrators in developing our budget.

The FY 2021 JSD Budget Process

- I. Projected student enrollment for each grade
- II. Vision and Goals of District Strategic Plan
- III. Curriculum and Instruction Needs based on school achievements and new Ed Reform
- IV. Prioritizing academic and social-emotional needs of students
- V. Prioritizing instructional needs of Teachers and Staff
- VI. Creating a well-balanced, fiscally responsible School Budget

4% Cap

In fiscal year 2013 and in each fiscal year thereafter, a city or town may levy a tax in an amount not more than four percent (4%) in excess of the total amount levied and certified by that city or town for its previous fiscal year.

COVID-19 Impact on 2020-2021 SY

- ★ There were many unforeseen requirements due to the worldwide pandemic of COVID-19 in order to open our public schools in a safe and healthy way for our students, staff, and community.
- ★ We also had to adopt RI Department of Health and RI Department of Education procedures and policies that allowed our school community to be confident in the reopening of the school buildings and continue to trust our operations.
- ★ We had to redesign a school system and educational structure that for decades was foundationally built on learning within the constraints of a brick and mortar building.
- ★ We had to balance new teaching methods, technology, and the instruction of our students in-person and virtually. This is something that to this day we reflect on and make changes to improve our ability to teach all learners.

COVID-19 Impact on 2020-2021 SY

Health and Safety Requirements:

- Additional cleaning protocols, cleaning products, disinfectant, wipes, hand sanitizer
- Foggers and Electrostatic Sprayers for disinfecting school buildings
- Signage and decals for classrooms and hallways
- Traffic Cones and Signage for dismissal/arrival
- PPE supplies and equipment for staff, nursing, and custodians
- Evaluation and Servicing of the HVAC systems in both schools to ensure proper ventilation (MERV-13 air filters)

COVID-19 Impact on 2020-2021 SY

Teaching and Learning Requirements:

- Additional instructional materials in Math and ELA to avoid sharing of materials by students
- Student desks, crates, and utility carts for teachers
- iPads and Chromebooks to ensure 1:1 k-8
- Webcams and mics for teachers to teach virtually
- Technology and Curriculum Software for instruction
- Outdoor WiFi capability
- Tents for outdoor classrooms

COVID-19 Impact on 2020-2021 SY

Staffing Requirements

- Additional part-time school nurse
- Additional crossing guard
- Additional Substitutes to assist with limited in-person days

Transportation Requirements:

- Transportation requirements limiting the number of students on a bus.
- One additional bus contracted with First Student for an afternoon high school run
- Daily Disinfecting of school busses

COVID-19 Impact on 2020-2021 SY

Federal Funding Support to Jamestown School Department

CARES ACT ESSER - (41.7 Million) Jamestown's share \$98,636 - FY20 state aid was reduced by this amount. The application was approved and funds must be expended by September 2022/

CARES ACT CRF - (50 Million) Jamestown's share \$118,225 - COVID related expenses related to the reopening of school buildings. Our application was approved and funds must be spent by December 30, 2020.

FY '20 Summary

- ❖ Preliminary Audit Figures show as of June 30, 2020:
 - Revenue \$12,934,448
 - Expenses \$12,713,645
 - Projected Surplus \$220,803

\$220,803 was added to the Fund Balance which we will continue to use towards Capital Improvement Projects under the direction of the School Committee.

Anticipated COVID-19 Impact on 2021-2022 SY

Even with a vaccine some health and safety precautions may still apply:

- ❖ PPE, Cleaning requirements and JSD adopted practices for recommended ventilation and disinfecting of schools.
- ❖ Minimize sharing of instructional materials will increase costs on curriculum and instruction
- ❖ Continued use of technology software and instructional platforms
- ❖ Transportation requirements limiting the amount of students on a school bus
- ❖ Additional Crossing guards and Bus Monitors

Normal Budgetary Factors Previous to COVID-19

- Transient student population that shifts throughout the year
 - Enrollment will change up through August 2021
 - Unknown number of Military Students
- Federally Regulated Education Services
 - IDEA (IEP),
 - ADA Section 504,
 - English Language Learner (ELL)
- Out of District Students
 - Tuitions and Transportation costs
- High School Tuition costs
 - Career Technical Education and Charter School Tuitions
- Salaries & Benefits of employees
- Facility Operations
 - Heating, Electric, Maintenance

Budgetary Factors related to Capital Improvement:

- Capital Improvement
 - RIDE Approved School Construction Projects for 2021/2022 (year 4)
 - 2020/2021 HVAC Project came in over budget by almost 50%
 - Upcoming projects for FY 22 include:
 - Lawn School
 - asbestos abatement at Lawn
 - classroom configurations at Lawn
 - Melrose Elementary
 - Stairwell refurbishment
 - replace emergency lighting
 - ADA requirements bathrooms



Requirements under ESSA, Every Student Succeeds Act and RI Ed Reform Laws

- Higher expectations on state assessments (RICAS, NGSS, DLP)
- Requirement of High Quality Curriculum aligned to new state accountability system
- New District and School Report Card based on a 5 star rating, heavily weighted on state assessment and closing academic gaps in student subgroups (New for 2021)
- Ability to provide academic and social emotional intervention supports pre-k to 8
- Increased requirements for data collection, analysis and reporting
- The ability to continue status as **Commended Schools and National Blue Ribbon**
- Development of effective teaching of “guaranteed and viable” curriculum
- Continue support for integration of technology, computer science and STEAM

Operating Budget History

FY 2013	\$11,923,787
FY 2014	\$11,638,648
FY 2015	\$11,583,891
FY 2016	\$11,652,671
FY 2017	\$11,860,021
FY 2018	\$12,140,553
FY 2019	\$12,678,360
FY 2020	\$13,174,127
FY 2021	\$13,365,064
FY20 to FY21	\$190,937 1.45% +

Percent change over the past 3 years

4.43% → 3.91% → 1.45%

The School Committee adjourned and departed at 6:14 P.M.

A motion was made by Councilor R. White with second by Vice President Meagher to convene as the Liquor Licensing Board at 6:16 P.M.

Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.

IV. PUBLIC HEARINGS, LICENSES AND PERMITS

The Town Council will review each license application and vote on it individually. 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. Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or take Action and/or Vote on the following items:

- A) Renewal of Event License Application
 - 1) Applicant: Jamestown Chamber of Commerce
 - Event: Restaurant Outdoor Dining
 - Dates: Extending to January 20, 2021; unless revoked earlier
 - Location: Narragansett Avenue, Narragansett Avenue Municipal Parking

A motion was made by Vice President Meagher with second by Councilor Brine to renew the Event License Application for Jamestown Chamber of Commerce Restaurant Outdoor Dining, through January 20, 2021. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.

- B) Town Council Sitting as the Alcoholic Beverage Licensing Board
Notice is hereby given by the Town Council of the Town of Jamestown, being the Licensing Board in said Town as provided under Title 3, Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended.
 - 1) Renewal of Approval of Requests for Temporary Seasonal Expansion of Existing Liquor License Applications in accordance to R.I.G.L 3-5-17, for service and consumption areas valid with Special Event Application of the Chamber of Commerce for Dine Out Event in response to COVID- 19; with proposed Extension to January 20, 2021 unless revoked earlier .
 - i. KALI LLC dba J22 Tap & Table, 22 Narragansett Ave.
 - ii. Jamestown Beer Holdings LLC dba The Generals Crossing- 34 Narragansett Ave.
 - iii. Jamestown Restaurant Group LLC dba Narragansett Café- 25 Narragansett Ave.

A motion was made by Vice President Meagher with second by Councilor M. White to extend the Seasonal Expansion of the Liquor License pursuant to the Special Event Application of Chamber of Commerce for KALI LLC dba J22 Tap & Table, 22 Narragansett Ave; Jamestown Beer Holdings LLC dba The Generals Crossing- 34 Narragansett Ave. and Jamestown Restaurant Group LLC dba Narragansett Café- 25 Narragansett Ave until January 20, 2021. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.

- 2) Renewal of Approval of KALI LLC dba J22 Tap & Table for Temporary Seasonal Expansion of Existing Liquor License Applications in accordance to R.I.G.L 3-5-17, for service and consumption areas to include property contingent on lease agreement with REGNUM LLC, located at 20 Narragansett Ave. With proposed Extension to January 2, 2021 unless revoked earlier.

A motion was made by Vice President Meagher with second by Councilor Brine to Approve KALI LLC dba J22 Tap & Table for Temporary Seasonal Expansion of Existing Liquor License Applications in accordance to R.I.G.L 3-5-17, for service and consumption areas to include property contingent on lease agreement with REGNUM LLC, located at 20 Narragansett Ave. With proposed Extension to January 20, 2021 unless revoked earlier. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.

- C) Town Council adjourns as the Liquor Licensing Board

A motion was made by Vice President Meagher with second by Councilor R. White to adjourn as the Liquor Licensing Board at 6:18 P.M. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.

V. COUNCIL, ADMINISTRATOR, TOWN DEPARTMENTS, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS

Please Note the Following Items are Status Reports and Matters of Interest to the Council and are for Informational Purposes unless Indicated Otherwise and will be Acted upon in Accordance with Section 42-46-6 (b)

- A) EMA Report by Chief Edward Mello Regarding COVID-19 Vaccine Distribution

Chief Mello reported on the Med Pod and proposed vaccination distribution.

Councilor Brine questioned the timeline regarding vaccinations. Chief Mello stated he wish not speculate as the timeline is uncertain.

VI. UNFINISHED BUSINESS

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or take Action and/or Vote on the following items:

- A) Upcoming Meetings and Sessions – dates and times
 - 1) Town Council Meeting Schedule: Board and Commission Interviews; January 4, 2021 @ 5:00 P.M-Regular Meeting at 6:30 P.M.

Meeting dates were reviewed.

- 2) Schedule Joint Meeting with Jamestown Housing Authority Commission

Vice President Meagher stated her wish to meet with the Housing Authority. Town Administrator Hainsworth advised he would reach out.

- B) Review, Discussion and Possible Action to extend the March 16, 2020 Declaration of the Town of Jamestown State of Emergency to January 20, 2021 unless revoked earlier, to curtail the spread of the COVID 19 Virus.

A motion was made by Vice President Meagher with second by Councilor Brine to extend the March 16, 2020 Declaration of the Town of Jamestown State of Emergency to January 20, 2021 unless revoked earlier, to curtail the spread of the COVID 19 Virus.

Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.

- C) Review, Discussion and Possible Action to extend the Executive Order 2020-1, to January 20, 2021, unless revoked earlier; the continuation of the authorization of the Town Administrator to take any and all necessary actions to implement best practices guidance regarding municipal government actions to curtail the spread of the COVID 19 virus.

A motion was made by Councilor R. White with second by Vice President Meagher to extend the Executive Order 2020-1, to January 20, 2021, unless revoked earlier; the continuation of the authorization of the Town Administrator to take any and all necessary actions to implement best practices guidance regarding municipal government actions to curtail the spread of the COVID 19 virus. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.

A motion was made by Vice President Meagher with second by Councilor Brine to approve the Consent Agenda. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.

VII. 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 for review, discussion and/or potential action and/or vote. A Consent Agenda item or items may be removed by the Town Council for review, discussion and/or potential action and or vote.

- A) Adoption of Town Council Minutes
 - 1) December 7, 2020 (Regular Meeting)

- B) Minutes of Boards/Commissions/Committees
 - 1) Board of Canvassers (September 30, 2020)
 - 2) Board of Canvassers (October 7, 2020)
 - 3) Board of Canvassers (October 13, 2020)
 - 4) Board of Canvassers (October 21, 2020)
 - 5) Board of Canvassers (October 28, 2020)
 - 6) Board of Canvassers (November 3, 2020)

C) Request of Tax Assessor for Specific Abatements & Addenda of Taxes

ABATEMENTSTO 2020 TAX ROLL		
04-0852-00	Plat 11, Lot 44- Updated field card data	\$243.71
19-1224-01	Plat 4, Lot 24 – Updated field card data	\$27.44
19-1391-30	Plat 12, Lot 207 – Updated field card data	\$41.96
20-0387-00	Plat 10, Lot 153 – Demolition of all buildings – 42 days vacant land- New Value \$534,000	\$327.55
ADDENDA TO 2020 TAX ROLL		
02-0096-09	Plat 10, Lot 100 – New Construction – Prorated 69 days – New Value \$2,526,200	\$2,204.34
03-0373-50	Plat 10, Lot 37 – New Construction – Prorated 69 days – New Value \$1,835,900	\$ 696.64
07-0744-73	Plat 14, Lot 265 – New Construction – Prorated 44 days – New Value \$523,900	\$ 377.78
13-0533-30	Plat 14, Lot 246 – New Construction – Prorated 119 days – New Value \$489,400	\$ 626.58
14-0286-00	Plat 9, Lot 145 – New Construction – Prorated 76 days – New Value \$1,052,200	\$1,205.02
TOTAL ABATEMENTS		\$ 640.66
TOTAL ADDENDA		\$ 5,110.36

- D) Review, Discussion and Possible Action to Authorize the Town Administrator to Execute an Agreement with Jamestown Chamber of Commerce regarding the Narragansett Ave. Municipal Parking Lot for temporary use during the COVID-19 emergency; with terms and conditions substantially in accordance and as set forth in the existing agreement, subject to final review by the Town Solicitor.
- E) Appointment of Town Solicitor Peter D. Ruggiero, Esq.
- F) Appointment of Assistant Town Solicitor Wyatt A. Brochu, Esq.
- G) Appointment of Assistant Town Solicitor David R. Petrarca, Jr., Esq.
- H) Appointment of Bond Counsel David H. Ferrara, Esq.
- I) Appointment of Probate Judge Mark Liberati, Esq.
- J) Appointment of Alternate Probate Judge Peter D. Ruggiero, Esq.
- K) Appointment of Town Sergeant Fred Pease

- L) Appointment of Tree Warden Stephen Saracino

**VIII. OPEN FORUM- To participate you will press *9 to raise your hand.
The meeting moderator will coordinate your participation.**

Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act, and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibits the Town Council from discussing, considering or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.

- A) Scheduled request to address- none
- B) Non-scheduled request to address

Mary Lou Sanborn of Bay View Drive suggested allowing the public to speak after the joint meeting with the School Committee. She advised she would follow up with Dr. Duva on her questions.

IX. ADJOURNMENT

A motion was made by Vice President Meagher with second by Councilor M. White to adjourn at 6:40 P.M. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.

X. ADJOURNMENT

Attest:
