



**TOWN COUNCIL MEETING**  
**Monday, December 7, 2020**  
**6:30 PM**

**PURSUANT TO EXECUTIVE ORDER NO. 20-05 EXECUTED BY GOVERNOR GINA RAIMONDO ON MARCH 16, 2020, THIS MEETING WILL BE TELECONFERENCED VIA ZOOM:**

The public is invited to observe and participate in the deliberations of this meeting by accessing the meeting link set forth herein. For those without access to video observation platforms, you may also call in to listen to the deliberations of this meeting by using the call in phone number provided herein. To participate during Public Hearing or Public Input you will press \*9 to raise your hand.

**JOIN VIA PHONE: 1-646-558-8656 or 1-301-715-8592**  
**WHEN PROMPTED, ENTER MEETING ID: 819 1457 7251**  
**PRESS # AGAIN TO JOIN THE MEETING**

**JOIN VIA COMPUTER OR MOBILE APP: Meeting ID: <https://zoom.us/j/81914577251>**

**TO VIEW THE MEETING LIVE STREAM WITH NO INTERACTION, PLEASE VISIT THE FOLLOWING LINK: <http://158.123.195.41/OTRMedia/Town2020/Others2020/StreamPrimJtown.html>**

**I. ROLL CALL**

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

**III. ADMINISTRATION OF THE OATH OF OFFICE TO NEWLY ELECTED TOWN COUNCIL MEMBERS, SCHOOL COMMITTEE MEMBERS, AND TOWN MODERATOR: OATH ADMINISTERED BY THE HONORABLE ATTORNEY GENERAL PETER NERONHA**

- A) Town Council:
- 1) Nancy A. Beye
  - 2) Mary E. Meagher
  - 3) Michael G. White
  - 4) Erik G. Brine
  - 5) Randall White

- B) Town Moderator:
- 1) John A. Murphy

- C) School Committee:
  - 1) Sally F. Schott
  - 2) Agnes C. Filkins
  - 3) Andrew C. Allsopp

#### **IV. NOMINATION AND SELECTION OF TOWN COUNCIL OFFICERS**

#### **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) Town Administrator's Report: Jamie A. Hainsworth
  - 1) RI Slave History Medallion
  - 2) Request of Jamestown Estates Homeowners Association Regarding Sewer Line and Westwind Drive
  - 3) Dumpling Drive Parking & Traffic Report
  - 4) Status of Beavertail Lighthouse Property becoming Surplus Property
  - 5) Jamestown Chamber of Commerce Request of Town Municipal Parking Lot, Narragansett Avenue during the 2021 Season, due to COVID-19
  - 6) Wickford Avenue, Right of Way-Listed in New Business for Discussion and Possible Action
- B) Finance Director's Report: Christina D. Collins
  - 1) General Obligation Bond

#### **VI. NEW 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: December 14<sup>th</sup> @ 5:30
- B) Setting of 2021 Town Council Meeting Date Calendar
- C) Possible Adoption and Amendments of Town Council Rules and Procedures
- D) Review, Discussion, and/or take Action Regarding Whether to Accept Wickford Avenue and a Portion of Bay View Drive as depicted on the Conanicut Park Plat of 1873 and as further depicted on the Map attached and named as a Publicly Owned Property with Relocation of a Public Right of Way to the Bay

#### **VII. ORDINANCES, APPOINTMENTS, VACANCIES AND EXPIRING TERMS**

*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) Beavertail State Park Advisory (one vacancy with term expiring 12/31/2023)
  - 1) Letter of interest for reappointment
    - a) Suzi Andrews



- 2) Letter of interest for appointment
  - a) Stephen Bois
  - b) Kathleen Schweitzer
  - c) Cynthia J. Butler
  
- B) Conservation Commission (one vacancy with an unexpired term expiring 12/31/2023)
  - 1) Letters of interest for reappointment
    - a) Barbara Lundy
  
  - 2) Letter of interest for appointment
    - a) Christine Ariel
  
- C) Jamestown Harbor Commission Member (two vacancies with a three-year term expiring December 31, 2023)
  - 1) Letters of interest for reappointment
    - a) Stephen Bois
  
  - 2) Letter of Resignation
    - a) Mr. Harsch
  
- D) Jamestown Housing Authority (one vacancy with a five-year term expiring December 31, 2025)
  - 1) Letter of Resignation
    - a) Ed Gromada
  
- E) Juvenile Hearing Board (four vacancies; two full members with terms expiring December 31, 2023 and two alternate members with terms expiring December 31, 2022)
  - 1) Letter of interest for reappointment
    - a) Gary Cournoyer\* seeks extension of term limits
    - b) Sydney Keen seeks reappointment as Alternate
    - c) Jill Harrison seeks reappointment as Full member
    - d) Joseph Cannon seeks reappointment from Alternate to Full Member
  
  - 2) Letter on interest for appointment
    - a) Nancy Kolman Ventrone
  
- F) Jamestown Library Board of Trustees (three vacancies with a three-year term expiring December 31, 2023)
  - 1) Letters of interest for reappointment
    - a) Christ Walsh
  
  - 2) Letter of Resignation
    - a) Jen Cloud
    - b) Christian Infantolino
  
  - 3) Letter on interest for appointment
    - a) Ed Gromada
    - b) Carol Welch

- c) Polly Carr
  - d) Mackenzie Richards
  - e) Kathleen Schweitzer
  - f) Devi Ross
- G) Police Pension Committee (one vacancy with term expiring May 31, 2020)
- 1) Letter of interest for reappointment
    - a) Anthony Antine\* seeks extension of term limits
- H) Tree Preservation and Protection Committee (two vacancies with a three-year term expiring December 31, 2023)
- 1) Letter of resignation
    - a) Lois Mignault
  - 2) Letter of interest for reappointment
    - a) Steve Heath
- I) Tree Warden (one vacancy with a one-year term expiring December 31, 2021)
- 1) Letter of interest for reappointment
    - a) Stephen Saracino
- J) Zoning Board of Review (six vacancies with one term expiring December 31, 2021; one term expiring December 31, 2025; three alternate member terms expiring December 31, 2021)
- 1) Letter of resignation
    - a) Erik Brine
  - 2) Letters of interest for reappointment
    - a) Dean Wagner – Full Member
    - b) James King – Full Member
    - c) Judy Bell- Alternate Member
  - 3) Letter of interest for appointment
    - a) Christine Ariel
    - b) John Shekarchi
    - c) Alex Finkelman
    - d) Bill Harsch Alternate

**VIII. 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) October 19, 2020 ( Water & Sewer Matters)
  - 2) November 2, 2020 (Regular Meeting)
  - 3) November 16, 2020 (Regular Meeting)

- B) Minutes of Boards/Commissions/Committees
  - 1) Zoning Board of Review (October 27, 2020)
  - 2) Planning Commission ( October 21, 2020)
  - 3) Planning Commission ( September 16, 2020)
  - 4) Planning Commission ( October 7, 2020)
- C) Ratifying a Proclamation for Arbor Day, April 26, 2020
- D) Approval of Pole Placement Request by National Grid & Verizon New England for Relocation of Pole 11 25' North on Dumpling Drive; Plan WR # 28978099
- E) Approval of Fire Truck Bid Award for a 2013 Pierce Impel Pumper Truck to Siddons-Martin Emergency group of Denton, TX, for an amount not to exceed \$260,000 with an optional delivery charge not to exceed \$7,500 for a total bid award not to exceed of \$267,500
- F) Approval of a Split Rail Fence Award for the Reservoir Bike Path, for an Amount not to exceed \$12,816.00 for 1800 linear feet of split rail fence and materials

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

*The Council may acknowledge any of the listed Communications and Proclamations and Resolutions. Should any member wish to have a conversation on any of the matters, the item will be placed on a future agenda for review, discussion and/or potential action and/or vote.*

- A) Communications Received:
  - 1) Copy of email to: Jamestown Town Council  
From: Caroline & Jeff Boden, Stephen H. Garnett  
Dated: October 19, 2020  
Re: 11/2 Town Council Meeting Parking Study
  - 2) Copy of letter to: Jamestown Town Council  
From: Wendy Shapiro  
Dated: October 28, 2020  
Re: Dog Leashing Ordinances & Animal Control Officers
  - 3) Copy of Institute of Transportation Engineers Traffic Study Fact Sheet provided by David Cain

**X. 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

## **XI. 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. Notice is also posted at the Jamestown Police Station and on the Internet at [www.jamestownri.gov](http://www.jamestownri.gov).***

ALL NOTE: 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 [eliese@jamestownri.net](mailto:eliese@jamestownri.net) not less than three (3) business days prior to the meeting.

*Posted on the RI Secretary of State website on December 2, 2020*

**2020 General Election****Votes by municipality: Jamestown**

View votes by precinct

Official results: Updated November 30, 2020 12:49 PM

Show ballot breakout

**Presidential Electors For:** ([View votes statewide](#))

Candidate	Total votes	Pct
Joseph R. Biden (DEM)	<b>2795</b>	<b>68.4%</b>
Donald J. Trump (REP)	<b>1212</b>	<b>29.7%</b>
Jo Jorgensen (Lib)	<b>44</b>	<b>1.1%</b>
WRITE-IN	<b>19</b>	<b>0.5%</b>
Gloria La Riva (S&L)	<b>10</b>	<b>0.2%</b>
Brian Carroll (AS)	<b>3</b>	<b>0.1%</b>
Roque "Rocky" De La Fuente (All)	<b>1</b>	<b>0.0%</b>

**Senator in Congress** ([View votes statewide](#))

Candidate	Total votes	Pct
John F. Reed (DEM)	<b>2952</b>	<b>74.1%</b>
Allen R. Waters (REP)	<b>1028</b>	<b>25.8%</b>
WRITE-IN	<b>6</b>	<b>0.2%</b>

**Representative in Congress District 1** ([View votes statewide](#))

Candidate	Total votes	Pct
David N. Cicilline (DEM)	<b>2706</b>	<b>71.7%</b>
Frederick Wysocki (Ind)	<b>671</b>	<b>17.8%</b>
Jeffrey Edward Lemire (Ind)	<b>374</b>	<b>9.9%</b>
WRITE-IN	<b>24</b>	<b>0.6%</b>

**Senator in General Assembly District 13** ([View votes statewide](#))

Candidate	Total votes	Pct
Dawn M. Euer (DEM)	<b>3019</b>	<b>96.5%</b>
WRITE-IN	<b>111</b>	<b>3.5%</b>

**Representative in General Assembly District 74** ([View votes statewide](#))

Candidate	Total votes	Pct
-----------	-------------	-----

Candidate	Total votes	Pct
Deborah L. Ruggiero (DEM)	<b>3164</b>	<b>96.7%</b>
WRITE-IN	<b>107</b>	<b>3.3%</b>

### Town Moderator TOWN OF JAMESTOWN

Candidate	Total votes	Pct
John A. Murphy (DEM)	<b>3194</b>	<b>97.9%</b>
WRITE-IN	<b>70</b>	<b>2.1%</b>

### Town Council TOWN OF JAMESTOWN

5 to elect

Candidate	Total votes	Pct
Nancy A. Beye (DEM)	<b>2422</b>	<b>14.9%</b>
Mary E. Meagher (DEM)	<b>2370</b>	<b>14.6%</b>
Michael G. White (DEM)	<b>2268</b>	<b>14.0%</b>
Erik G. Brine (DEM)	<b>2187</b>	<b>13.5%</b>
Randall White (DEM)	<b>2175</b>	<b>13.4%</b>
William J. Piva, Jr. (REP)	<b>2107</b>	<b>13.0%</b>
Claudine M. Charron (REP)	<b>1379</b>	<b>8.5%</b>
Michael P. Drzal (REP)	<b>1278</b>	<b>7.9%</b>
WRITE-IN	<b>67</b>	<b>0.4%</b>

### School Committee TOWN OF JAMESTOWN

3 to elect

Candidate	Total votes	Pct
Sally Florentino Schott (DEM)	<b>2860</b>	<b>35.5%</b>
Agnes C. Filkins (DEM)	<b>2568</b>	<b>31.8%</b>
Andrew C. Allsopp (DEM)	<b>2537</b>	<b>31.5%</b>
WRITE-IN	<b>98</b>	<b>1.2%</b>

### 1. CHANGING THE OFFICIAL NAME OF THE STATE (View votes statewide)

Candidate	Total votes	Pct
Approve	<b>2217</b>	<b>57.5%</b>
Reject	<b>1636</b>	<b>42.5%</b>

### 2. LIBRARY \$1,500,000 BONDS AND NOTES TOWN OF JAMESTOWN

Candidate	Total votes	Pct
Approve	<b>3023</b>	<b>76.9%</b>
Reject	<b>907</b>	<b>23.1%</b>

### 3. Section 219: Initiative and Referendum

Candidate	Total votes	Pct
Approve	<b>2417</b>	<b>67.5%</b>
Reject	<b>1165</b>	<b>32.5%</b>

\* Endorsed Candidate

\*\* Precincts with more than one ballot scanner may display as 100% reported despite results only being received from one scanner. Results will be updated when the results from any additional scanner(s) in that precinct are received.

Run Date: 11/25/20 07:55 AM

1501 Jamestown 1501

	TOTAL VOTES	%	Elec Day	Mail	Emergency
REGISTERED VOTERS - TOTAL	2,557				
BALLOTS CAST - TOTAL	2,212		289	774	1,149
BALLOTS CAST - BLANK	0		0	0	0
VOTER TURNOUT - TOTAL		86.51			
VOTER TURNOUT - BLANK					

Presidential Electors For:

(VOTE FOR)	1				
Donald J. Trump (REP)	640	29.05	153	119	368
Joseph R. Biden (DEM)	1,525	69.22	120	640	765
Roque "Rocky" De La Fuente (All)	0		0	0	0
Brian Carroll (AS)	1	.05	0	0	1
Gloria La Riva (S&L)	5	.23	1	4	0
Jo Jorgensen (Lib)	22	1.00	9	6	7
WRITE-IN	10	.45	4	2	4
Over Votes	2		0	0	2
Under Votes	7		2	3	2

Senator in Congress

(VOTE FOR)	1				
Allen R. Waters (REP)	564	25.86	148	102	314
John F. Reed (DEM)	1,614	74.00	135	658	821
WRITE-IN	3	.14	0	2	1
Over Votes	0		0	0	0
Under Votes	31		6	12	13

Representative in Congress District 1

(VOTE FOR)	1				
David N. Cicilline (DEM)	1,479	72.11	114	622	743
Frederick Wysocki (Ind)	352	17.16	89	68	195
Jeffrey Edward Lemire (Ind)	207	10.09	46	44	117
WRITE-IN	13	.63	3	2	8
Over Votes	0		0	0	0
Under Votes	161		37	38	86





Run Date:11/25/20 07:55 AM

1501 Jamestown 1501

Town Moderator TOWN OF JAMESTOWN

(VOTE FOR)	TOTAL VOTES	%	Elec Day	Mail	Emergency
John A. Murphy (DEM)	1,746	97.60	184	661	901
WRITE-IN	43	2.40	10	12	21
Over Votes	1		0	0	1
Under Votes	422		95	101	226

Town Council TOWN OF JAMESTOWN

(VOTE FOR)	TOTAL VOTES	%	Elec Day	Mail	Emergency
William J. Piva, Jr. (REP)	1,144	51.71	215	316	613
Erik G. Brine (DEM)	1,211	54.74	93	503	615
Michael P. Drzal (REP)	696	31.46	159	147	390
Randall White (DEM)	1,212	54.79	76	514	622
Claudine M. Charron (REP)	755	34.13	162	174	419
Michael G. White (DEM)	1,269	57.36	88	535	646
Nancy A. Beye (DEM)	1,327	59.99	104	551	672
Mary E. Meagher (DEM)	1,319	59.62	89	566	664
WRITE-IN	35	1.58	10	11	14
Over Votes	25		0	20	5
Under Votes	2,067		449	533	1,085

School Committee TOWN OF JAMESTOWN

(VOTE FOR)	TOTAL VOTES	%	Elec Day	Mail	Emergency
Sally Florentino Schott (DEM)	1,590	71.88	161	617	812
Andrew C. Allsopp (DEM)	1,402	63.38	125	566	711
Agnes C. Filkins (DEM)	1,422	64.28	129	575	718
WRITE-IN	55	2.48	12	8	35
Over Votes	0		0	0	0
Under Votes	2,167		440	556	1,171

1. CHANGING THE OFFICIAL NAME OF THE STATE

(VOTE FOR) 1									
Approve . . . . .	1,245	59.00	100	527	618				
Reject . . . . .	865	41.00	174	215	476				
Over Votes . . . . .	1		1	0	0				
Under Votes . . . . .	101		14	32	55				

2. LIBRARY \$1,500,000 BONDS AND NOTES TOWN OF JAMESTOWN

(VOTE FOR) 1					
Approve . . . . .	1,647	76.50	188	577	882
Reject . . . . .	506	23.50	91	173	242
Over Votes . . . . .	0		0	0	0
Under Votes . . . . .	59		10	24	25

3. Section 219: Initiative and Referendum

TOWN OF JAMESTOWN

(VOTE FOR) 1					
Approve . . . . .	1,321	67.47	137	488	696
Reject . . . . .	637	32.53	113	188	336
Over Votes . . . . .	0		0	0	0
Under Votes . . . . .	254		39	98	117

Run Date:11/25/20 07:55 AM

1502 Jamestown 1502

	TOTAL VOTES	%	Elec Day	Mail	Emergency
REGISTERED VOTERS - TOTAL	2,620				
BALLOTS CAST - TOTAL	1,847		347	782	718
BALLOTS CAST - BLANK	0		0	0	0
VOTER TURNOUT - TOTAL		70.50			
VOTER TURNOUT - BLANK					

Presidential Electors For:

(VOTE FOR)	1				
Donald J. Trump (REP)	553	30.14	197	127	229
Joseph R. Biden (DEM)	1,243	67.74	141	634	468
Roque "Rocky" De La Fuente (All)	1	.05	0	0	1
Brian Carroll (AS)	2	.11	0	0	2
Gloria La Riva (S&L)	5	.27	0	3	2
Jo Jorgensen (Lib)	22	1.20	6	8	8
WRITE-IN	9	.49	0	5	4
Over Votes	2		1	0	1
Under Votes	10		2	5	3

Senator in Congress

(VOTE FOR)	1				
Allen R. Waters (REP)	464	25.71	155	105	204
John F. Reed (DEM)	1,338	74.13	181	658	499
WRITE-IN	3	.17	0	2	1
Over Votes	0		0	0	0
Under Votes	42		11	17	14

Representative in Congress District 1

(VOTE FOR)	1				
David N. Cicilline (DEM)	1,227	71.17	153	615	459
Frederick Wysocki (Ind)	319	18.50	97	94	128
Jeffrey Edward Lemire (Ind)	167	9.69	60	28	79
WRITE-IN	11	.64	3	4	4
Over Votes	1		1	0	0
Under Votes	122		33	41	48

Senator in General Assembly District 13

(VOTE FOR) 1										
Dawn M. Euer (DEM)	. . . . .	1,374	96.62	209	648	517				
WRITE-IN.	. . . . .	48	3.38	18	13	17				
Over Votes	. . . . .	1		0	0	1				
Under Votes	. . . . .	424		120	121	183				

Representative in General Assembly District 74

(VOTE FOR) 1						
Deborah L. Ruggiero (DEM)	. . . . .	1,438	96.90	227	665	546
WRITE-IN.	. . . . .	46	3.10	19	12	15
Over Votes	. . . . .	0		0	0	0
Under Votes	. . . . .	363		101	105	157

General Election  
Tuesday November 3, 2020

Run Date:11/25/20 07:55 AM

1502 Jamestown 1502

Town Moderator TOWN OF JAMESTOWN

(VOTE FOR)	TOTAL VOTES	%	Elec Day	Mail	Emergency
John A. Murphy (DEM)	1,448	98.17	236	659	553
WRITE-IN	27	1.83	10	6	11
Over Votes	0		0	0	0
Under Votes	372		101	117	154

Town Council TOWN OF JAMESTOWN

(VOTE FOR)	TOTAL VOTES	%	Elec Day	Mail	Emergency
William J. Piva, Jr. (REP)	963	52.13	245	327	391
Erik G. Brine (DEM)	976	52.84	109	486	381
Michael P. Drzal (REP)	582	31.51	165	179	238
Randall White (DEM)	963	52.13	105	509	349
Claudine M. Charron (REP)	624	33.78	175	204	245
Michael G. White (DEM)	999	54.08	118	507	374
Nancy A. Beye (DEM)	1,095	59.28	142	537	416
Mary E. Meagher (DEM)	1,051	56.90	138	525	388
WRITE-IN	32	1.73	6	10	16
Over Votes	10		0	5	5
Under Votes	1,940		532	621	787

School Committee TOWN OF JAMESTOWN

(VOTE FOR)	TOTAL VOTES	%	Elec Day	Mail	Emergency
Sally Florentino Schott (DEM)	1,270	68.76	183	598	489
Andrew C. Allsopp (DEM)	1,135	61.45	169	539	427
Agnes C. Filkins (DEM)	1,146	62.04	161	549	436
WRITE-IN	43	2.32	18	9	16
Over Votes	0		0	0	0
Under Votes	1,947		510	651	786

1. CHANGING THE OFFICIAL NAME OF THE STATE

(VOTE FOR) 1									
Approve . . . . .	972	55.77	104	499	369				
Reject . . . . .	771	44.23	213	250	308				
Over Votes . . . . .	2		0	1	1				
Under Votes . . . . .	102		30	32	40				

2. LIBRARY \$1,500,000 BONDS AND NOTES TOWN OF JAMESTOWN

(VOTE FOR) 1					
Approve . . . . .	1,376	77.43	248	592	536
Reject . . . . .	401	22.57	79	164	158
Over Votes . . . . .	2		1	0	1
Under Votes . . . . .	68		19	26	23

3. Section 219: Initiative and Referendum

TOWN OF JAMESTOWN

(VOTE FOR) 1					
Approve . . . . .	1,096	67.49	164	479	453
Reject . . . . .	528	32.51	133	199	196
Over Votes . . . . .	0		0	0	0
Under Votes . . . . .	223		50	104	69

Run Date:11/25/20 07:55 AM

1503 Jamestown Limited

	TOTAL VOTES	%	Elec Day	Mail	Emergency
REGISTERED VOTERS - TOTAL	. . . . .				
BALLOTS CAST - TOTAL.	. . . . .		0	0	0
BALLOTS CAST - BLANK.	. . . . .		0	0	0

Presidential Electors For:

(VOTE FOR) 1					
Donald J. Trump (REP)	. . . . .		0	0	0
Joseph R. Biden (DEM)	. . . . .		0	0	0
Roque "Rocky" De La Fuente (All)	. . . . .		0	0	0
Brian Carroll (AS)	. . . . .		0	0	0
Gloria La Riva (S&L)	. . . . .		0	0	0
Jo Jorgensen (Lib)	. . . . .		0	0	0
WRITE-IN.	. . . . .		0	0	0
Over Votes	. . . . .		0	0	0
Under Votes	. . . . .		0	0	0

Senator in Congress

(VOTE FOR) 1					
Allen R. Waters (REP)	. . . . .		0	0	0
John F. Reed (DEM)	. . . . .		0	0	0
WRITE-IN.	. . . . .		0	0	0
Over Votes	. . . . .		0	0	0
Under Votes	. . . . .		0	0	0

Representative in Congress District 1

(VOTE FOR) 1					
David N. Cicilline (DEM)	. . . . .		0	0	0
Frederick Wysocki (Ind)	. . . . .		0	0	0
Jeffrey Edward Lemire (Ind)	. . . . .		0	0	0
WRITE-IN.	. . . . .		0	0	0
Over Votes	. . . . .		0	0	0
Under Votes	. . . . .		0	0	0



1. CHANGING THE OFFICIAL NAME OF THE STATE

(VOTE FOR) 1					
Approve . . . . .	0	0	0	0	0
Reject . . . . .	0	0	0	0	0
Over Votes . . . . .	0	0	0	0	0
Under Votes . . . . .	0	0	0	0	0

General Election  
 Tuesday November 3, 2020

Run Date: 11/25/20 07:55 AM

1504 Jamestown Presidential

	TOTAL VOTES	%	Elec Day	Mail	Emergency
REGISTERED VOTERS - TOTAL	0				
BALLOTS CAST - TOTAL	46		44	2	0
BALLOTS CAST - BLANK	0		0	0	0

Presidential Electors For:

(VOTE FOR)	1				
Donald J. Trump (REP)	19	41.30	19	0	0
Joseph R. Biden (DEM)	27	58.70	25	2	0
Roque "Rocky" De La Fuente (All)	0		0	0	0
Brian Carroll (AS)	0		0	0	0
Gloria La Riva (S&L)	0		0	0	0
Jo Jorgensen (Lib)	0		0	0	0
WRITE-IN	0		0	0	0
Over Votes	0		0	0	0
Under Votes	0		0	0	0

General Election  
Tuesday November 3, 2020

Run Date:11/24/20 07:14 PM

	TOTAL VOTES	%	Elec Day	Mail	Emergency
Town Moderator TOWN OF JAMESTOWN					
(VOTE FOR) 1					
John A. Murphy (DEM)	3,194	97.86	420	1,320	1,454
WRITE-IN.	70	2.14	20	18	32
Over Votes	1		0	0	1
Under Votes	794		196	218	380
Town Council TOWN OF JAMESTOWN					
(VOTE FOR) 5					
Nancy A. Beye (DEM)	2,422	59.66	246	1,088	1,088
Mary E. Meagher (DEM)	2,370	58.38	227	1,091	1,052
Michael G. White (DEM)	2,268	55.87	206	1,042	1,020
Erik G. Brine (DEM)	2,187	53.88	202	989	996
Randall White (DEM)	2,175	53.58	181	1,023	971
William J. Piva, Jr. (REP)	2,107	51.90	460	643	1,004
Claudine M. Charron (REP)	1,379	33.97	337	378	664
Michael P. Drzal (REP)	1,278	31.48	324	326	628
WRITE-IN.	67	1.65	16	21	30
Over Votes	35		0	25	10
Under Votes	4,007		981	1,154	1,872
School Committee TOWN OF JAMESTOWN					
(VOTE FOR) 3					
Sally Florentino Schott (DEM)	2,860	70.46	344	1,215	1,301
Agnes C. Filkins (DEM)	2,568	63.26	290	1,124	1,154
Andrew C. Allsopp (DEM)	2,537	62.50	294	1,105	1,138
WRITE-IN.	98	2.41	30	17	51
Over Votes	0		0	0	0
Under Votes	4,114		950	1,207	1,957

1. CHANGING THE OFFICIAL NAME OF THE STATE

(VOTE FOR) 1									
Approve . . . . .	2,217	57.54	204	1,026	987				
Reject . . . . .	1,636	42.46	387	465	784				
Over Votes . . . . .	3		1	1	1				
Under Votes . . . . .	203		44	64	95				

2. LIBRARY \$1,500,000 BONDS AND NOTES TOWN OF JAMESTOWN

(VOTE FOR) 1									
Approve . . . . .	3,023	76.92	436	1,169	1,418				
Reject . . . . .	907	23.08	170	337	400				
Over Votes . . . . .	2		1	0	1				
Under Votes . . . . .	127		29	50	48				

3. Section 219: Initiative and Referendum

TOWN OF JAMESTOWN

(VOTE FOR) 1									
Approve . . . . .	2,417	67.48	301	967	1,149				
Reject . . . . .	1,165	32.52	246	387	532				
Over Votes . . . . .	0		0	0	0				
Under Votes . . . . .	477		89	202	186				

State of Rhode Island  
General Election  
Tuesday November 3, 2020

Run Date:11/24/20 07:14 PM

	TOTAL VOTES	%	Elec Day	Mail	Emergency
PRECINCTS COUNTED (OF 4)	4	100.00			
REGISTERED VOTERS - TOTAL	5,177				
BALLOTS CAST - TOTAL	4,105		680	1,558	1,867
BALLOTS CAST - BLANK	0		0	0	0
VOTER TURNOUT - TOTAL		79.29			
VOTER TURNOUT - BLANK					
Presidential Electors For:					
(VOTE FOR) 1					
Joseph R. Biden (DEM)	2,795	68.44	286	1,276	1,233
Donald J. Trump (REP)	1,212	29.68	369	246	597
Jo Jorgensen (Lib)	44	1.08	15	14	15
WRITE-IN.	19	.47	4	7	8
Gloria La Riva (S&L)	10	.24	1	7	2
Brian Carroll (AS)	3	.07	0	0	3
Roque "Rocky" De La Fuente (All)	1	.02	0	0	1
Over Votes	4		1	0	3
Under Votes	17		4	8	5
Senator in Congress					
(VOTE FOR) 1					
John F. Reed (DEM)	2,952	74.06	316	1,316	1,320
Allen R. Waters (REP)	1,028	25.79	303	207	518
WRITE-IN.	6	.15	0	4	2
Over Votes	0		0	0	0
Under Votes	73		17	29	27
Representative in Congress District 1					
(VOTE FOR) 1					
David N. Cicilline (DEM)	2,706	71.68	267	1,237	1,202
Frederick Wysocki (Ind)	671	17.77	186	162	323
Jeffrey Edward Lemire (Ind)	374	9.91	106	72	196
WRITE-IN.	24	.64	6	6	12
Over Votes	1		1	0	0
Under Votes	283		70	79	134





**Town of Jamestown**  
Town Administrator  
93 Narragansett Avenue  
Jamestown, Rhode Island 02835-1199  
401-423-9805  
Email: [jhainsworth@jamestownri.net](mailto:jhainsworth@jamestownri.net)

Jamie A. Hainsworth  
Town Administrator

**MEMORANDUM TO: Honorable Town Council**  
**FROM: Town Administrator, Jamie A. Hainsworth**  
**DATE: December 1, 2020**  
**SUBJECT: Report for Town Council Meeting December 7, 2020**

**RI Slave History Medallion, FYI No Action:**

Due to the current Health Department Covid-19 guidelines the **dedication previously scheduled in the East Ferry for Saturday December 12<sup>th</sup> has been postponed.** Charles Roberts, Ex. Director of the RISHM organization will re-scheduled as soon as practical, Covid and weather dependent. The Medallion will however be installed without a formal dedication, the installation is planned for December 9<sup>th</sup>.

**Request Jamestown Estates Homeowners Association, Sewer line Westwind Drive, F.Y.I. no action:** The previous Town Council received a letter dated July 29, 2020 from the Jamestown Estates Homeowners Assoc., President Mr. Robert S. Powers. The letter is a formal request for the Sewer District to assume ownership of the sewer line on Westwind Drive. The line is connected to fourteen homes on Westwind Drive, pursuant to a 1985 agreement made between the developers; Jamestown Estates Inc and the Jamestown Water and Sewer Commissioners. At the Councils direction, the Administration has researched the 1985 arrangement reviewing documents and obtained information from then Town Administrator Mr. Robert Sutton. The Town allowed the private sewer lines to be connected into the public system at the manhole on Arnold Avenue, where the public water and sewer district ends. The 1985 agreement allowed this private connection by the developer upon payment of \$85,000.00 to upgrade and attach their sewer line into the manhole within the Districts system. In everything I have reviewed nothing reflects the Commission taking formal action in extending the sewer district boundaries to Westwind Drive. This item maybe placed on a future agenda when water & sewer commission meets. See memorandum & attachments.

**Dumpling Drive Parking & Traffic Report Status, F.Y.I.:** The previous Council had directed Chief Mello to conduct a traffic and parking study over the past season on Dumpling Drive in the area of Jamestown Boat Yard and the Dumplings Beach (attached

for your review and comments). The Chief submitted his report in October just prior to conclusion of the former Council, there was no time remaining for any action or decision by that Council. The former Council's original intent was to have the Chiefs findings be reviewed by the Traffic Committee unless otherwise directed I will send the report to the traffic committee. If you have any direction or specifics that you want the committee to look into, please contact me. Also, I have met with some of the neighbors concerning traffic and the future potential of JBY. I also met with the General Manager of JBY, who has offered to have an engineer draw a parking plan for the property. I have not heard when that plan will be ready.

**Status of Beavertail Lighthouse Property becoming surplus property, Consent Agenda:** Staff and I have met several times concerning the M.O.U. with RI DEM and the BLMA in the anticipation of the federal government's plan to surplus the lighthouse. BLMA is interested in maintaining their current status on the site. RIDEM has expressed an interest to take ownership of the property to the Government Services Administration (GSA) of the lighthouse and the approx. six acres of land that goes with it. According to RIDEM officials this will be possible and have the greatest chance of being approved if there is collaborative support and participation with the Town, RI DEM and BLMA. I have attached the proposed Memorandum of Understanding for the Councils review. I will submit it to be included in the management plan application from RIDEM to GSA. Any final product as a result of this process will come back to the Council for review.

**Jamestown Chamber of Commerce, request use of Town Municipal Parking Lot, Narragansett Avenue during the 2021 Season due to Covid-19. FYI No Action:** The Jamestown Chamber of Commerce sent a letter (attached) to the Council dated September 21, 2020, requesting the use of the municipal parking lot on Narragansett Ave. They are asking to continue the use of the parking lot during the Covid -19, possibly until December 2021 for businesses in the area to conduct safe outdoor dining and related activities. Staff has written a memorandum of understanding for this use, please see attached M.O.U. for your review. This matter will need Town Council action to authorize and will be placed on a future Town Council agenda for consideration and possible action.

**Wickford Avenue, Right of Way, Agenda item, Discussion and Possible Action:** Recently there was a civil action filed in the Newport County Superior Court to obtain a quiet title of a portion of land south of Wickford Ave. Wickford Avenue and Bay View Drive for many years has been a right of way for public access to the bay on the west side of the island. Our solicitor has been involved in the Court action and is negotiating an agreement to preserve the right of way as well as an easement with the plaintiffs. This matter is listed as a **separate item on this agenda** to discuss the status of this matter and certain actions recommended to the Council to preserve the public access to the bay.





**Town of Jamestown**  
Town Administrator  
93 Narragansett Avenue  
Jamestown, Rhode Island 02835-1199  
401-423-9805  
Email: [jhainsworth@jamestownri.net](mailto:jhainsworth@jamestownri.net)

Jamie A. Hainsworth  
Town Administrator

**MEMORANDUM TO: Honorable Town Council**  
**FROM: Town Administrator, Jamie A. Hainsworth**  
**DATE: November 23, 2020**  
**SUBJECT: Sewer Line on Westwind Drive**

As you may recall the Town Council Members and I received a letter from the Jamestown Estates Homeowners Association, addressed to the Town Council dated July 29, 2020 signed by Mr. Robert S. Powers, President of the Association. The letter is a formal request for the Town to assume formal ownership of the sewer line on Westwind Drive that connects fourteen (14) homes with individual pumps to a central line that carries the waste water to the Jamestown Sewer Commission District line on Arnold Avenue. Mr. Powers also attended the Water and Sewer Commissioners meeting on September 21, 2020 making the same request. Members of the Committee requested the Staff look into his request.

Upon researching this issue; The Administration has reviewed two letters from the Jamestown Sewer and Water Commission, signed by then Town Administrator Mr. Robert Sutton, Planning Board Minutes all from 1985 when the developer requested the connection to the Sewer line on Arnold Avenue. It is clear the Commission granted the request; however, there is no record in any of the Administrations findings that the Sewer Commission extended the District or accepted the sewer line.

The following is clear:

- The Sewer District ends on Arnold Avenue, there are no records indicating the Commission took action to extend the District line further north of Arnold Avenue.
- No mention/request in the minutes or in the letters affirming the District intended to take ownership of the sewer line on Westwind Drive.
- Letter dated December 16, 1985 the Commission granted the request for Jamestown Estates (developer) to connect the private sewer line into the public sewer district at the Arnold Avenue manhole.
- The developer paid the Commission \$85,000.00 for upgrades to the sewer lines & manhole on Arnold Avenue to accommodate the connection from Westwind Drive.

- Each Homeowner on Westwind Drive is held responsible to install, maintain and service their individual lift pumps.
- Letter dated June 19, 1986 confirms the agreement and payment of \$85,000.00 from the developer to the Commission for work by the Sewer Department on the inflow and infiltration on Arnold Avenue, also limits to fourteen homes equipped with their own pumping system, all upon final approval by the Planning Commission.
- Stipulates any/all additional work for this subdivision is the responsibility of the developer.
- No maintenance has been performed on these lines by the Sewer Division.
- Agreement all future owners would not request public water extensions.

I have interviewed and obtained a statement of fact (attached) from Mr. Robert W. Sutton Jr., Former Town Administrator who served in that capacity from 1975 to 1992. He was very clear in stating when it was agreed to allow the fourteen proposed sub division lots on Westwind Drive to connect to the sewer system on Arnold Avenue, the Town was not taking ownership of any lines or pumps on Westwind Drive.

The meeting minutes do not reflect the Commission taking ownership of the forced main on Westwind Drive. Information from the Planning Board, Water and Sewer Commission and letters do indicate all pump systems would be privately owned. The Commission has not taken formal action on ownership of the forced main or extending the District's boundaries to include Westwind Drive.

---

Attachments:

Minutes of Sewer & Water Commission 12/16/1985

Letters (2) from Mr. Robert Sutton 12/16/1985 & 6/19/1986

Statement of facts from Mr. Robert Sutton 9/8/20

Map of Jamestown Sewer Commission District lines

Letter to Council by Jamestown Homeowners Assoc (JHA)/Mr. Powers 7/29/20

Affidavit from JHA by Mr. Matthew Marcello (developer- no date)

A regular meeting of the Board of Water & Sewer Commissioners was held on the above date at the Town Hall with the following members present: Councilmen Jerry McIntyre, Arthur Clarke, Kenneth Abrahamson, Anthony Vieira and Charlotte Richardson. Also present were Robert W. Sutton, Jr., Steven Goslee, Richard Z. Zimmermann, Therese Poisson.

Motion by Kenneth Abrahamson and seconded by Arthur Clarke to approve minutes of previous meeting.

Review of variance request for a variance from I.S.D.S. setback regulations. Town Administrator notified the Board that the Town had objected to issuance of variance. (Plat 14, Lot 153)

Request from Father Bolton and Dr. Yashar to extend water line approximately 200'. Motion by Jerry McIntyre and seconded by Arthur Clarke to agree to extend water line to Father Bolton due to hardship. Cost to be shared by both Father Bolton and Dr. Yashar. It was explained to the Board that the Bolton home was occupied and that the existing well had failed.

Arthur Murphy, representing Eugene Schiavone and the Bay Voyage, presented final proposal for looping water line from Bryer Avenue south on Conanicus Avenue to Emerson Road. Final contract agreement was to be worked out between Bay Voyage attorney and Quentin Anthony, Jr. Motion by Kenneth Abrahamson and seconded by Anthony Vieira to approve agreement after corrections had been made.

Matthew Marcello, representing Jamestown Estates, requested sewer extensions to 17 house lots. On the recommendation of Town officials, the Board approved the extension to Jamestown Estates under the following terms:

1. \$85,000 payment to the Board of Water & Sewer Commissioners, after final approval by the Jamestown Planning Commission.
2. Town would repair sewer line on Pemberton Avenue and construct new manhole at the intersection of Pemberton and Arnold Avenues.
3. All additional sewer work required for extension to Jamestown Estates would be responsibility of Jamestown Estates partnership.
4. Approval was for 17 house lots maximum, and each house is to be equipped with its own sewer pumping system.

Charlotte Richardson noted for the record that developers had assured the Town that individual wells for each of the 17 lots would provide the necessary amounts of water and that future owners would not be requesting public water extensions at some point in the future.

Mr. Peter Ryan reviewed with the Board the Board's original objection to the use of perimeter drains. After some discussion the Board agreed to amend original letter of objection to one of strong concern. Motion by Jerry McIntyre and seconded by Arthur Clarke to notify C.R.M.C. to amend original letter. (copy attached)

Board reviewed letter from Planning Commission regarding conversion of existing house to a three family dwelling. (Plat 9, Lot 267) Motion by Kenneth Abrahamson and seconded by Charlotte Richardson to approve 2 additional water services (total of 3) to existing home on the bases of owner committed to installing permanent water saving devices to all three residential units.

Town Administrator provided grant information on application to improve parking and beach facilities at Mackerel Cove. Motion by Kenneth Abrahamson and seconded by Charlotte Richardson to approve grant application to allow for restoration and conservation of Mackerel Cove area.

Mr. Steven Goslee reported back to the Board about condition of trees at the reservoir. He also reported that the Water Department would be initiating some action to preserve the trees, including cutting down some of the dead or dying trees.

Bills & Payroll Approved  
Adjourned 9:45 PM



TOWN OF JAMESTOWN

P. O. Box 377

JAMESTOWN, RHODE ISLAND 02835

JET II

Town Hall - 423-0200

Town Offices - 423-0444

December 16, 1985

Jamestown Estates Inc.  
Matthew T. Marcello III  
1500 Fleet Center  
Providence R.I. 02903

Dear Mr. Marcello

At the regular meeting of the Board of Water and Sewer Commissioners held on December 16, 1985 the Board unanimously agreed to accept your proposal to allow a pressurized sewer system to be extended into the proposed subdivision, JAMESTOWN ESTATES SECTION II. This extension was approved on the basis of those terms outlined in your letter to the Commission dated November 15, 1985 and discussed with you at the regular meeting on December 16, 1985.

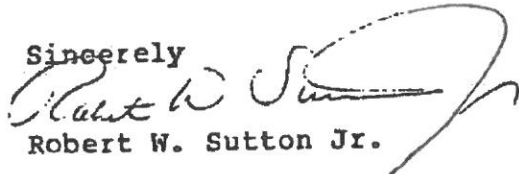
Specifically those terms are as follows:

1. Jamestown Estates Inc. will pay to the Town of Jamestown Sewer Division \$85,000 upon final approval of a subdivision located north of Arnold Ave and presently named Jamestown Estates Section II. This total payment will be made prior to the start of any construction.
2. The Town of Jamestown will rehabilitate the existing sewer line on Pemberton Ave. approximately 855 feet between the intersections of Watson Ave and Arnold Ave and will construct a new manhole at the intersection of Arnold Ave. and Pemberton Ave. This manhole will be constructed to accommodate the new sewer system extended from the Jamestown Estates subdivision.
3. The developers will at their own expense extend the sewer system from the above designated manhole to the individual house lots in the Jamestown Estates subdivision. This work will be approved by the Public Works Department prior to construction however the Town will assume no responsibility for the cost of this work.

4. The sewer system constructed will be consistent with those pumping systems developed by "Environment One" which require individual lift pumps in each house of the proposed subdivision, these pumps to be operated and maintained by the individual home owner.

Based on these conditions the Town of Jamestown Water and Sewer Board approved extending the Sewer system. Thank you for your patience and if I can provide any additional information please do not hesitate to call upon me.

Sincerely

A handwritten signature in cursive script, appearing to read "Robert W. Sutton Jr.", written in dark ink.

Robert W. Sutton Jr.

Jamestown Estates II Feb.



**TOWN OF JAMESTOWN**

P. O. Box 377

JAMESTOWN, RHODE ISLAND 02835

Town Hall - 423-0200

Town Offices - 423-0444

June 19, 1986

Mr. Peter Ryan  
Island Engineering  
65 North Road  
Jamestown, Rhode Island

Dear Mr. Ryan

At the regular June 16th meeting of the Jamestown Board of Water and Sewer Commissioners the members voted unanimously to approve the revised plans for the Jamestown Estates Section II. This approval was based on the following conditions:

1. A payment of 85,000 dollars to the Town of Jamestown for the purposes of correcting inflow and infiltration problems in the public sewer system. This payment is to be made upon final approval of the subdivision by the Jamestown Planning Commission.

2. The Town will repair the sewer line on Pemberton Ave. and construct a new manhole at the intersection of Arnold Ave. and Pemberton Ave. All additional sewer work required for the extension of public sewers to the 14 lot subdivision would be the responsibility of the developer.

3. A maximum of 14 lot subdivision and each house is to be equipped with its own sewer pumping system.

4. Each of the 14 lots will have its own individual water supply and future owners would not request public water extensions.

If you have any questions, please call.

Sincerely,

Robert W. Sutton Jr.  
Town Administrator

Statement of Fact

To: Jamie A. Hainsworth, Town Administrator

From: Mr. Robert W. Sutton Jr., Former Town Administrator

Date: September 8, 2020

Re: Westwind Drive, Sewer Lines

I, Robert W. Sutton, Jr. to hereby offer the following statement of facts.

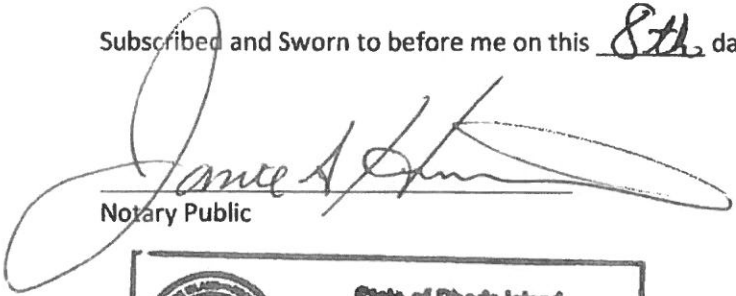
During the years of 1975 and 1992 I served as the Town Administrator for the Town of Jamestown, Rhode Island. I have reviewed two letters signed by me, one dated December 16, 1985 and the other dated June 19, 1986 both letters were pursuant to a developer's request to connect a sewer line into the Towns Sewer District on Arnold Avenue for the purpose of creating house lots and a development on Westwind Drive, in Jamestown. I stand by my written words in those two letters.

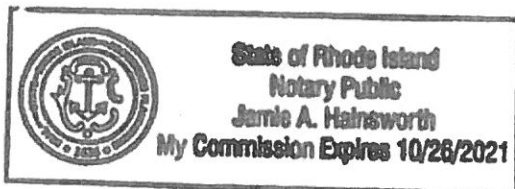
At no time was there any discussion or agreement with the developer where the Town or I indicated any interest in expanding the Sewer line or District off Arnold Avenue or in this case onto Westwind Drive.

Further, I as the Town Administrator never proposed or was involved in any conversation with the developer that involved the Town taking public ownership of the extended sewer line or any indication that we planned to in the future. At no time did I have any conversation with the developer or did I indicate to the developer that the Town would accept public ownership of the sewer line extended by the developer on Westwind Drive to the Arnold Avenue connection.

Signed:  Date: 9/8/2020  
Robert W. Sutton Jr.

Subscribed and Sworn to before me on this 8th day of September, 2020.

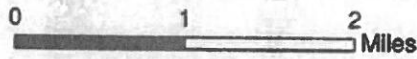
  
Notary Public





# THE TOWN OF JAMESTOWN RHODE ISLAND

## APPENDIX A: JAMESTOWN URBAN WATER & SEWER DISTRICT

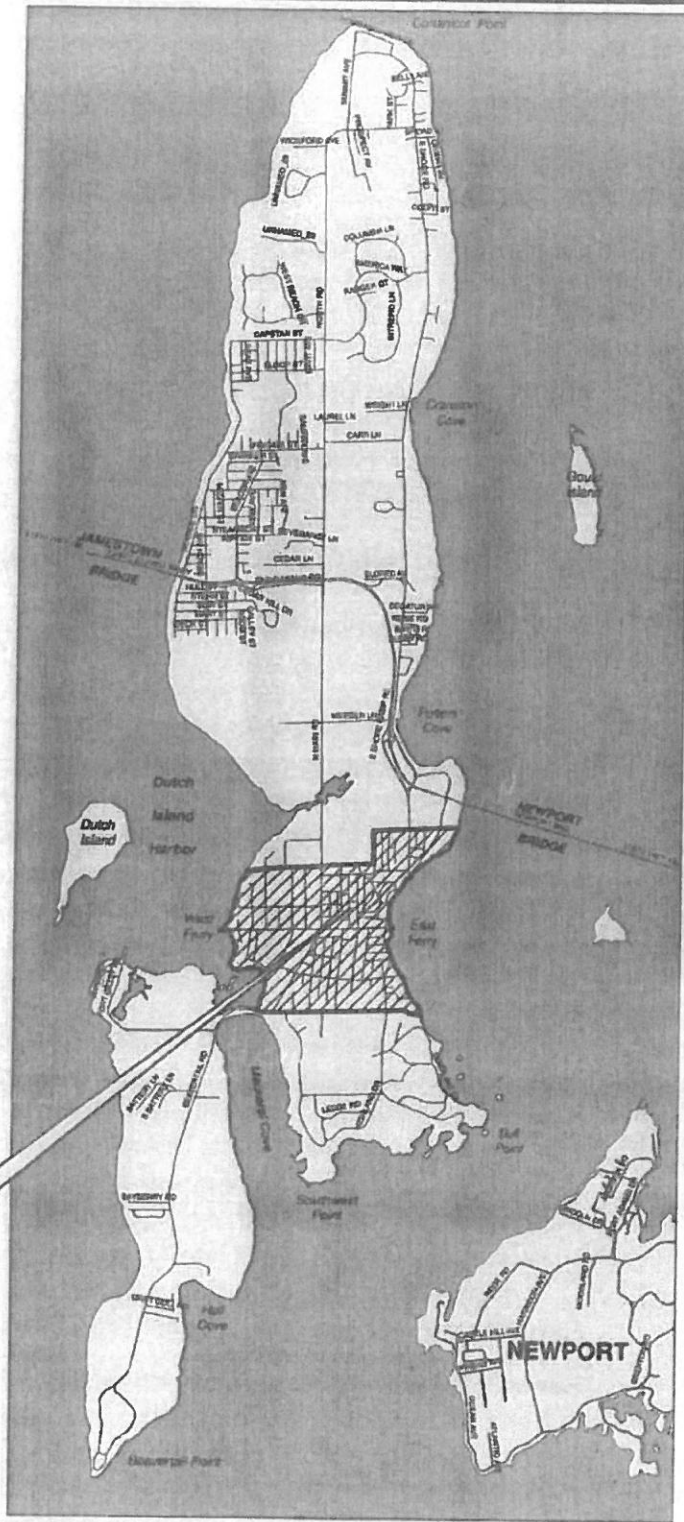


The information depicted on this map is for general planning purposes only. It may not be adequate for legal boundary definition or regulatory interpretation.

**URBAN WATER  
& SEWER  
DISTRICT**

Jamestown GIS  
Department  
JJ 11/24/09

**RIGIS**



**JAMESTOWN ESTATES HOMEOWNER'S ASSOCIATION  
C/O ROBERT S. POWERS, PRESIDENT  
30 WESTWIND DRIVE  
JAMESTOWN, RI 02835**

July 29, 2020

Jamestown Town Council  
Town of Jamestown  
93 Narragansett Avenue  
Jamestown, RI 02835

**RE: Ownership of Westwind Drive Sewer Line**

Dear Council Members:

The Jamestown Estates Homeowner's Association (the "JEHA") is comprised of 14 lot owners, all living along Westwind Drive. The purpose of this letter is to request that the Town Council formally declare that the existing sewer line on Westwind Drive (the "Sewer Line") is owned by and is therefore the responsibility of the Town of Jamestown, not JEHA. For several years, the JEHA has attempted to resolve this matter with the Town without success. The JEHA has conducted extensive due diligence on this matter. As set forth in this letter, there are numerous reasons why JEHA has concluded that the Town owns and is responsible for the Sewer Line. Any one of these reasons supports JEHA's finding.

First, as part of the review and consideration of the subdivision, the installation of a sewer line to service each of the 14 lots was presented to the Jamestown Board of Water and Sewer Commissioners (the "Sewer Board"). During an extensive review and approval process by the Sewer Board, there was no mention whatsoever in the Minutes of the various Sewer Board meetings or in the follow-up correspondence from Town Officials that the Sewer Line was to be anything other than part of the Town sewer system and owned by the Town. Specifically, the final approval by the Sewer Board for the Sewer Line does not include any provision that the individual lot owners are the owners of the Sewer Line. See the letters dated December 16, 1985 and June 19, 1986 attached.

Second, as part of our due diligence, the JEHA made an Access to Public Records Act request to the Town for all documents related to this issue. The JEHA performed a detailed review of those documents, and conspicuous by its absence is any suggestion, reference, note or other indicia of any kind that the Westwind Drive lot owners own the Sewer Line. Instead, there are multiple references to a payment made to the Town in the

amount of \$85,000 by the developers to rehabilitate the existing sewer line on Pemberton Avenue as part of the overall approval of the Sewer Line. See Affidavit from Matthew T. Marcello attached.

Third, none of the lot owner's deeds or any documents in the Town's Land Evidence Records contains any provision whatsoever regarding ownership of the Sewer Line by the individual lot owners.

Fourth, in addition to the official records being completely silent on the issue of ownership of the Sewer Line, common sense dictates that allowing a private sewer line to operate beneath a public road is a recipe for disaster. What happens when and if emergency repairs need to be made to the Sewer Line? Do the Westwind Drive lot owners need to seek approval from the Town? Where is that requirement documented? What is the procedure? One would think that the Sewer Board would have detailed these requirements as part of its approval of the Sewer Line if it was intended to be private.

Finally, it should be made clear that the Westwind Drive lot owners all pay the same sewer hookup fees as well as the annual usage fees as any other resident in the Town for being tied into the sewer. It once again defies common sense and goes against general principles of fairness that the Westwind Drive lot owners should pay the same costs and fees as other Jamestowners, yet apparently would not receive the same service if there was an issue with the Sewer Line.

For all of the above reasons, the JEHA, on behalf of all of the 14 Westwind Drive lot owners, respectfully requests that the Town formally declare that the Westwind Drive Sewer Line is owned by the Town and that the lot owners have no responsibility, financial or otherwise for the Sewer Line, other than payment of any applicable fees and usage charges assessed to all similarly situated Jamestowners. Given that this matter has lingered for too long and is potentially a shadow on the future sale of these properties, we ask the Town Council to provide its response as soon as possible. In the event that the Town is unwilling to accept ownership of the Sewer Line, the JEHA will have no other choice but to proceed with a declaratory judgment action against the Town to resolve this matter.

Thank you for your review and consideration of this matter. We would appreciate the opportunity to discuss this matter further. You may contact me at the above address or by email at [r.powers@aipso.com](mailto:r.powers@aipso.com).

**JAMESTOWN ESTATES HOMEOWNER'S ASSOCIATION**

A handwritten signature in black ink, appearing to read 'R.S. Powers', is written over a horizontal line.

**By: Robert S. Powers**  
**Its: President**

**Cc: Jamie Hainsworth, Town Administrator via email at [jhainsworth@jamestownri.net](mailto:jhainsworth@jamestownri.net)**  
**JEHA Members via email**

STATE OF RHODE ISLAND  
COUNTY OF NEWPORT

AFFIDAVIT

I, Matthew T. Marcello III, hereby state and swear based on personal knowledge to the following:

1. That I was one of the principal shareholders of Jamestown Estates, Inc., which was the developer of the subdivision on Westwind Drive in the mid-1980s through the sale of all 14 of the approved lots.
2. That I have personal knowledge of all of the permit reviews and approvals provided by the Town of Jamestown.
3. To the best of my knowledge today at no time during the review and approval of the sewer line for the 14 lots on Westwind Drive was there any agreement or condition mandated by the Town of Jamestown that the sewer line serving Jamestown Estates would be privately owned by the lot owners.
4. That the developers of Jamestown Estates, Inc. made a payment in the amount of \$85,000 in consideration of the Town of Jamestown approving the sewer line as a public sewer.



---

Matthew T. Marcello III



Edward A. Mello  
Chief of Police

## JAMESTOWN POLICE DEPARTMENT

250 Conanicus Avenue, Jamestown, RI 02835  
Tel: (401) 423-1212 Fax: (401) 423-3710  
[www.jamestownri.gov/police](http://www.jamestownri.gov/police)



### DUMPLING DRIVE PARKING AND TRAFFIC REPORT October 2020

**Background:** In 2019, the Jamestown Boat Yard (JBY) proposed to CRMC an expansion of the fixed pier located at the Dumping Drive facility. As a result, numerous residents and the Dumpling Drive Association expressed an opposition to the expansion. The proposed expansion has since been modified and reduced in scope.

In February 2020, the Jamestown Town Council heard the concern of those opposing the project. During public comment on the matter, it was alleged that parking and safe travel through the area have been compromised by JBY and its operation and that the expansion would exacerbate the problems. As such, the Town Council directed that a traffic and parking study be completed by the Jamestown Police Department.

This reported will include my findings related to parking and traffic in the specific area of JBY.

**Road Conditions:** The area at the point of discussion is serviced by two Town owned and maintained roads; Dumpling Drive and Newport Street.

Dumpling Drive traverses through various lots owned by JBY with three lots to the west and one lot to the east of the roadway. The area of Dumpling Drive which traverses through JBY is of poor condition, mostly gravel with very little asphalt structure. Based upon the existing operation of the marina, the roadway is often blended into the lots. The road lacks any curbing or other structure which would assist in defining the outer edges of the property as it relates to JBY properties and the property owned by the Dumplings Association. It appears that the actual road width right of way averages between 40 and 60 feet. The average width which appears to be maintained ranges from 25 to 32 feet.

When comparing satellite images and the GIS mapping which defines property lines, it appears that at least in part the Dumplings Association has assumed the use of a portion of the Town owned roadway for exclusive parking and a small structure. It would be recommended that a professional engineer conduct a survey and professional assessment if the Town so decided to address these concerns.

Newport Street feeds from the west into the southern portion of the area in question. The asphalt condition of the road is good. It appears that the right of way width is approximately 40 feet while the asphalt is an average of 25 feet wide.

**Parking Restrictions:**

Restriction in the specific area of Dumpling Drive:

Jamestown Code of Ordinance 70-87

*“Dumpling Drive, no parking on the west side at the intersection with Racquet Road at NET&T Pole Number 15 south to NET&T Pole Number 9 and on the east side at the intersection with Racquet Road at NET&T Pole Number 15 south for approximately 654 feet and on the east side from the intersection with Ft. Wetherill Road North to NET&T Pole Number 7 and on the west side from the intersection with Ft. Wetherill Road north to Newport Street at Pole NET&T Pole Number 5”*

Summary; parking is permitted on both the east and west side of Dumpling Drive in the direct proximity to JBY and “entrance” to the Dumplings Association Pier.

Restriction in the specific area of Newport Street:

There are no existing codified parking restrictions with the Code of Ordinances.

**Parking Complaints and Enforcement:**

Complaints: A search of the police call log for the period of 2018-2020 resulted in one complaint being identified.

Summary: 2018, resident called to report vehicle blocking driveway-unfounded.

There are no records of complaints from the Jamestown Fire Department reporting emergency vehicles being unable to pass through the area.

Enforcement: A search of parking ticket records 2018-2020 was conducted.

Summary:

- 2018: 3 parking violations
- 2019: 14 parking violations
- 2020: 19 parking violations

Note: During the Town Council discussion regarding the expansion of JBY, the owner expressed that he would be clearly marking the “customer” parking on his property as well as define the property lines between his three lots to the west and the Town right of way. I confirmed early in the season that this was completed. Also noteworthy for the 2020 season was the construction of a large home located at 28 Dumpling Drive. This project resulted in several of the parking violations reported in the 2020 summary listed above. It should be further noted that parking violations cannot be directly associated with either JBY or Dumpling Association activity.

**Summary:**

The area of Dumpling Drive at the point of discussion experiences a relatively low volume of vehicle traffic travelling through the area. The number of parking tickets issued is also relatively low at 1% of all parking tickets issued for the 2020 season. There have been no concerns reported from either the police or fire service in terms of parked vehicles impeding emergency vehicles.

The parking in the area is the result of the two attractions; Jamestown Boat Yard and the Dumplings Association Pier. It is somewhat unique to Jamestown that a marina operation would transverse across a public road way for the majority of its service, this is not unusual in other water front communities with such operations.

While it might be ideal to improve the roadway and clearly define the limitations of Town property and parking on the roadway, this is likely to adversely impact the current use by these two groups who both enjoy the use of the parking areas and in some cases at the cost to public parking availability.

I would recommend no changes at this time.

Respectfully submitted;

A handwritten signature in black ink, appearing to read 'E. Mello', with a long horizontal stroke extending to the right.

Edward A. Mello  
Chief of Police



Beavertail Lighthouse Museum Association/ Town of Jamestown/DEM  
Draft Copy for Inclusion in Management Plan NPS Application for Site  
Transfer (Revised 11/25/2020)

**Roles & Responsibilities**

**STATE of RHODE ISLAND (DEM)**

The State of Rhode Island will support this project and participate as follows:

- Accept the ownership of the site as the designated transferee.
- Participate in the promotion of the site as an historic tourist destination.
- Assist BLMA by providing Department of Environmental Management (DEM) educational marine ecological programs for the general public.
- Provide perimeter road maintenance including snow plowing and snow removal and the maintenance of the safety barriers.
- Provide brush and grass cutting, vegetation clearing services.
- Continue to maintain Narragansett Bay interpretive signs, road barriers and walkways on the seaside overlook of the site's perimeter road.
- Continue to provide and maintain nearby visitor sanitary facilities.
- Provide catastrophe insurance including storm, fire, theft or vandalism for all site buildings and structures excluding exhibitions, artifacts and other BLMA owned, borrowed or purchased items. The BLMA will continue to maintain a general liability comprehensive business insurance policy to include items inside the buildings.
- Provide for the removal of any hazardous materials, lead paint, asbestos, chemicals, abandoned oil tanks and mitigate environmental issues
- Indemnify BLMA, its Board of Directors, staff and volunteers from any liability from visitor personal injuries, accidents or incidents outside of any of the site structures.
- The BLMA shall use the property without assessment or fees exceeding \$10.00 per year.

**TOWN of JAMESTOWN**

The Town of Jamestown will support this project and participate as follows:

- As Town funding is made available and approved the Town shall supplement and assist BLMA in the maintenance of the site structures.
- Provide police patrols in conjunction with DEM Park Rangers and the RI State Police.
- In the event of pending disasters, hurricanes or severe storms, provide assistance as available for safe evacuation and safekeeping of structures.
- Assist the BLMA with Public Works type services for reasonable projects when and if available.

- Support grant-based fund-raising activities for site preservation.
- The Town shall have no responsibility to any residential tenants occupying the light house structures.
- Support tourism at Beavertail Lighthouse which may include, but will not be limited to, concerts, art and craft exhibits, school visitations, and other lighthouse organization group tours.

### **Beavertail Lighthouse Museum Association.**

- BLMA shall continue to operate and staff the museum and maintain the main structures. It plans to continue its management with its Executive Staff comprised of a President, Vice President, Secretary and Treasurer. Its 10-member Board of Directors are assigned as Committee Chairpersons and/or members to Finance, Gift Shop, Membership, Public Relations, Fund Raising, Buildings & Grounds and Program Development committees. Sub committees such as docent training, tour group visitations and preservation projects are staffed by volunteers.
- The BLMA has been established as a non-profit IRS 501(c) (3) tax-exempt organization since 1993. It retains a membership of 400 members and an active docent staff of over 60 volunteers during the summer months of operation. Membership is open to any and all individuals or families interested in the preservation of the Beavertail Lighthouse.
- The BLMA board meets monthly or as necessary to address business needs and conducts an annual membership meeting in August of each year. The organization is primarily funded by membership fees, donations, benefactor gifts, grants and receipts from the museum gift shop.
- In 1993 the BLMA accepted responsibility of the Assistant Keeper's house and established the present museum on the first floor open to the public during the summer months. The second floor is used for storage. In 2014 the museum was expanded to include spaces on the first floor of the Keeper House and Oil Storage Building. Periodic access for visitors to climb the light tower and on to its catwalk began in same time.
- The Fog Signal Building is used during the summer months by RIDEM as a visitor educational aquarium including a children's "touch pool". Normally two or three RIDEM summer employees (Naturalists) are assigned to the building. RIDEM provides local tidal pool tours and information about Narragansett Bay and fisheries to visitors at scheduled times.



PO BOX 35, JAMESTOWN, RI 02835  
(401) 423-3650

[INFO@JAMESTOWNRICHAMBER.COM](mailto:INFO@JAMESTOWNRICHAMBER.COM)  
[WWW.JAMESTOWNRICHAMBER.COM](http://WWW.JAMESTOWNRICHAMBER.COM)

September 21, 2020

Mr. Jamie Hainsworth, Town Administrator  
Town of Jamestown  
Narragansett Avenue  
Jamestown, RI 02835

Re: Jamestown RI Chamber of Commerce Special Use Permit

Dear Town Administrator Hainsworth,

As you are aware, the Jamestown RI Chamber of Commerce applied for a special use permit for the Town Municipal Parking lot on Narragansett Avenue. For the past several months, restaurants have been utilizing the municipal lot to conduct safe dining practices during the COVID -19 pandemic. This has enabled businesses to operate under the RI regulations and has provided a safe and enjoyable venue during the challenging COVID times.

The Jamestown RI Chamber of Commerce requests a continuation of our special use permit until December 31, 2021. All business, organization, individuals and group entities wishing to utilize the Municipal lot for activities will be required to request permission in writing to the Town Administrator.

Please advise if you require additional information from the Chamber. We are appreciative of the partnership with the town and Jamestown's ability to come together during these challenging times.

Respectfully,

*Elizabeth Sandler*

Elizabeth Sandler  
Executive Director, Jamestown RI Chamber of Commerce



**Memorandum of Agreement  
By and Between:  
The Town of Jamestown & Jamestown RI Chamber of Commerce**

This Memorandum of Agreement (“**MOU**”), by and between the Town of Jamestown (“**Town**”) and the Jamestown RI Chamber of Commerce (“**Chamber**”) is entered into to allow temporary use of certain Town property at Narragansett Ave “Parcel: 8-573” to support the Governor’s “Take it Outside” initiative benefiting residents and local businesses. The Chamber assumes any and all risks and damage or loss to their property associated with their use of the Town property. The Town and the Chamber agree that the use of the Town property at Parcel 8-573 shall adhere to the following terms and conditions.

1. Between the period of time beginning December 8<sup>th</sup>, 2020 and December 31<sup>st</sup>, 2021 the Chamber shall coordinate the use Parcel 8-573 by local restaurants, shops, & businesses to operate outdoors during the COVID-19 pandemic.
2. Parcel 8-573 shall be divided into four defined spaces for use: (see appendix item A)
  - a. Public space closest to Narragansett Ave (Pop-up vendors or displays)
  - b. Two 35”x 35” Covered Tents – Restaurant Space
  - c. Additional 35”x 35” flex space in the middle of the lot
3. Chamber shall be responsible for assigning space under tents with the following considerations:
  - a. Each to a restaurant
  - b. Priority given to brick and mortar operations located on Narragansett Ave
  - c. Restaurant has submitted hours and days of operation and is committed to adhering to proposed schedule.
  - d. No entertainment per tent:
    - i. Combined entertainment permitted in public space with permitting
    - ii. Chamber shall take the lead in organizing such entertainment
4. The use of the 2 public spaces (Public & Flex Space) shall be solicited by the Chamber and authorized by the Town Administrator.
5. The Town Administrator reserves the right to use any and all spaces when not in conflict with other pre-determined users.
6. The use of outdoor space heaters under the tents is prohibited.
7. The Chamber is responsible for providing the Town Administrator quarterly reports on usage of parcel 8-573. Reports will be due April 1, July 1, October 1, & December 31.
8. The Chamber shall provide the Town with a certificate of general liability insurance in the amount of \$1,000,000.00. The certificate shall list the Town of Jamestown as a name insured.
9. The Town reserves the right to revoke this Agreement upon 10 days written notice due to the breach of the terms and conditions or if, in the Town’s sole judgement the activities

unreasonably disrupt other businesses in the area, endanger the public, or damage town property.

10. Town of Jamestown may impose a seasonal fee for future use of Parcel 8-573 but will not for the current agreement.

By: Michaela Cahoon, Executive Director

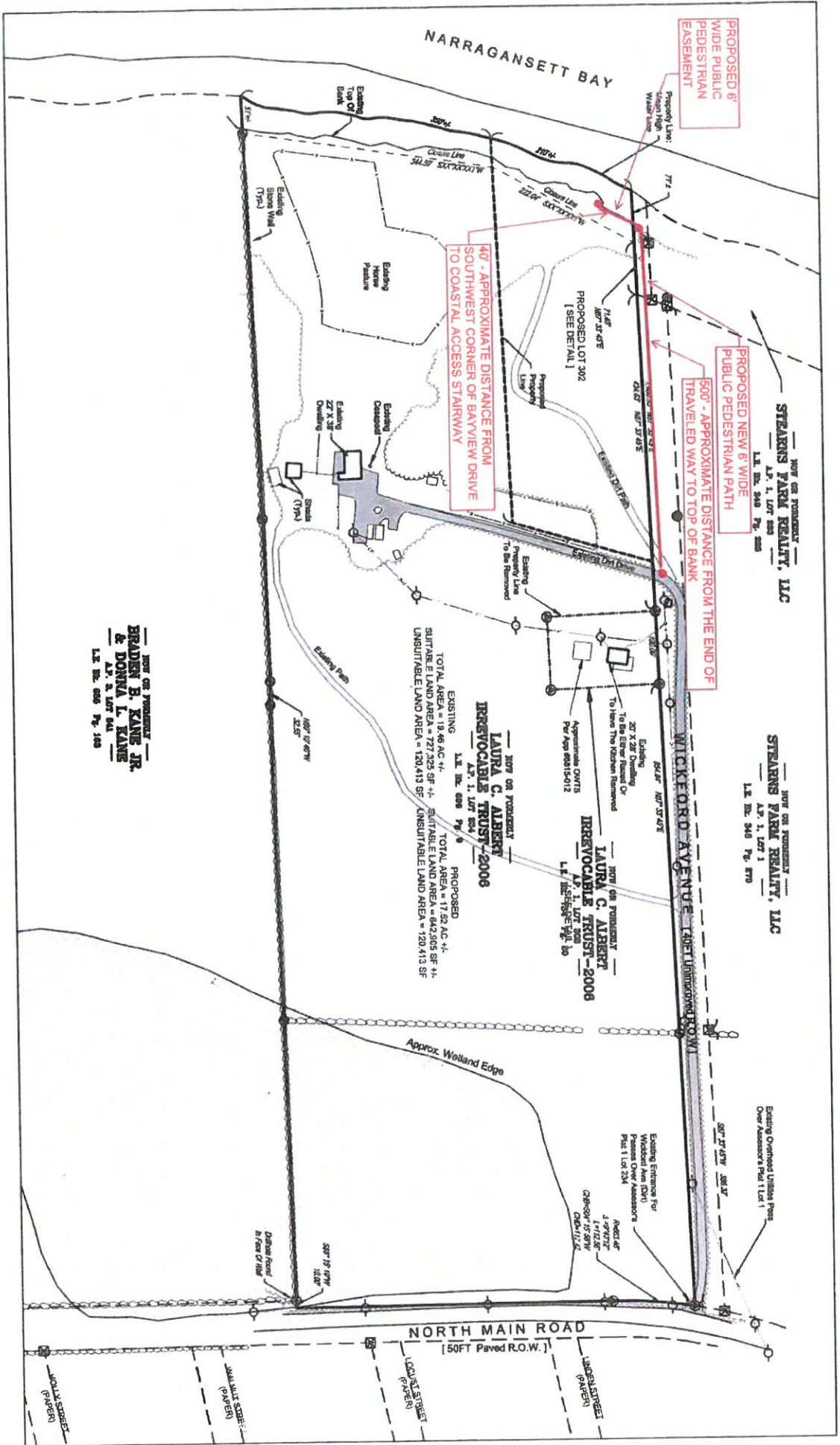
By: Jamie Hainsworth, Town Administrator

\_\_\_\_\_  
Chamber of Commerce

\_\_\_\_\_  
Town of Jamestown

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date:

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date:



PROPOSED 6' WIDE PUBLIC PEDESTRIAN EASEMENT

40' - APPROXIMATE DISTANCE FROM SOUTHWEST CORNER OF BAYVIEW DRIVE TO COASTAL ACCESS STAIRWAY

PROPOSED NEW 6' WIDE PUBLIC PEDESTRIAN PATH TRAVELED WAY TO TOP OF BANK

500' - APPROXIMATE DISTANCE FROM THE END OF TRAVELED WAY TO TOP OF BANK

NOT ON PROPOSAL  
 STEARNS FARM REALTY, LLC  
 L.P. 1, LOT 502  
 L.L. No. 540 Pp. 503

NOT ON PROPOSAL  
 STEARNS FARM REALTY, LLC  
 L.P. 1, LOT 1  
 L.L. No. 540 Pp. 570

EXISTING  
 LAURA C. ALBERT  
 IRREVOCABLE TRUST - 2006  
 L.L. No. 508 Pp. 9

PROPOSED  
 LAURA C. ALBERT  
 IRREVOCABLE TRUST - 2006  
 L.L. No. 508 Pp. 9

TOTAL AREA = 19.46 AC +/-  
 SUITABLE LAND AREA = 727,235 SF +/-  
 UNSUITABLE LAND AREA = 120,413 SF

TOTAL AREA = 11.23 AC +/-  
 SUITABLE LAND AREA = 442,505 SF +/-  
 UNSUITABLE LAND AREA = 120,413 SF

NOT ON PROPOSAL  
 BRADEN B. KANE JR.  
 & DONNA L. KANE  
 L.P. 2, LOT 64  
 L.L. No. 605 Pp. 103

Existing Overhead Utilities Pass Over Assessors Plat 1 Lot 1

Existing Entrance For Wicketford Ave (DVI) Present Over Assessors Plat 1 Lot 204

Proposed 1'-0" x 12'-0" Concrete Driveway

NORTH MAIN ROAD  
 [50FT Paved R.O.W.]

ADJACENT PROPERTY  
 (PAPER)

ADJACENT PROPERTY  
 (PAPER)

ADJACENT PROPERTY  
 (PAPER)

ADJACENT PROPERTY  
 (PAPER)



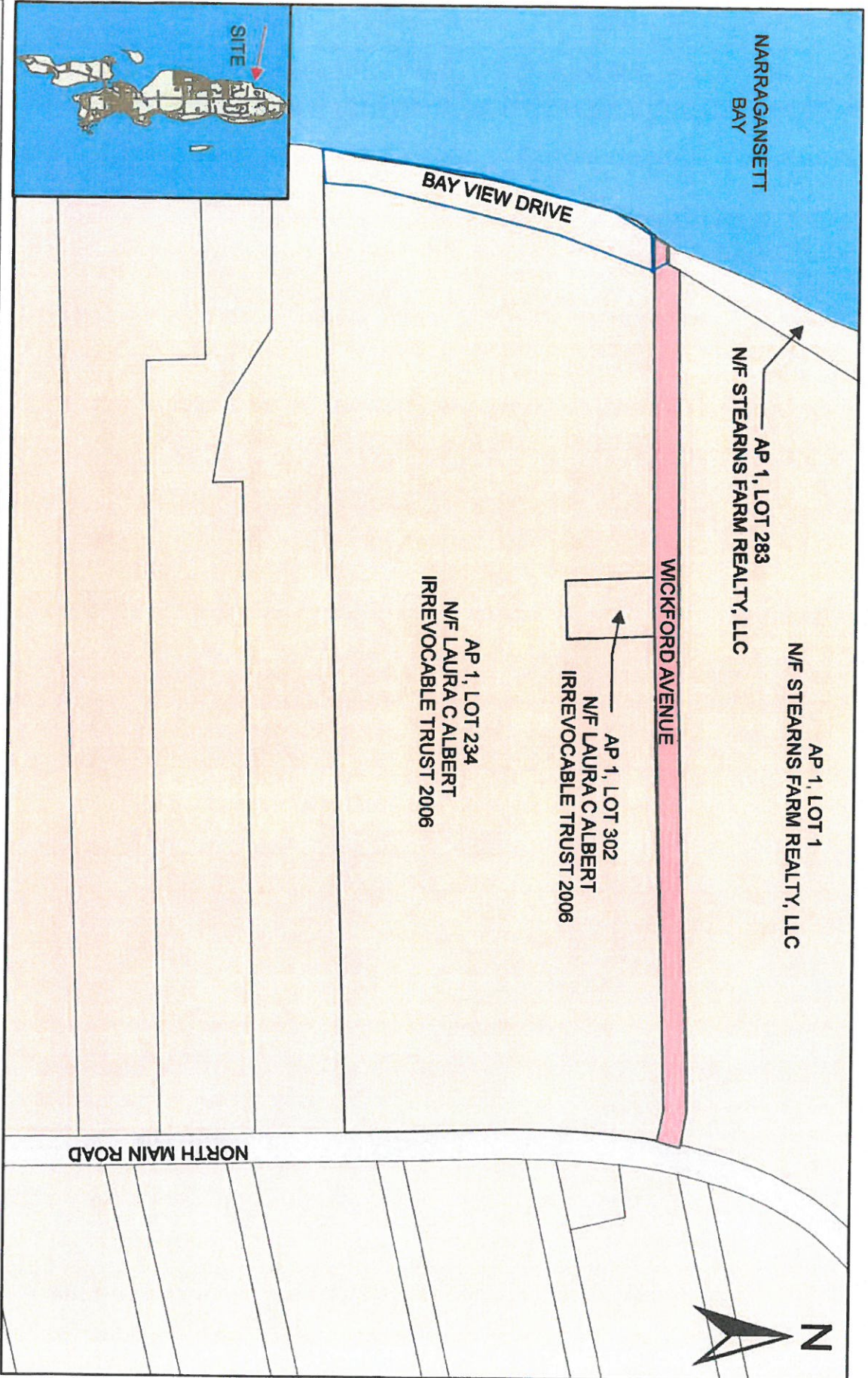


AREA OF DEDICATION/ACCEPTANCE  
BY TOWN OF JAMESTOWN

# WICKFORD AVENUE/BAYVIEW DRIVE JAMESTOWN RI DECEMBER 2020



Mapping Prepared by  
Jamestown GIS Department  
12.01.2020





**Town of Jamestown**  
 Finance Department  
 93 Narragansett Avenue  
 Jamestown, Rhode Island 02835-1199  
 401-423-9809 Fax 401-423-7229  
 Email: ccollins@jamestownri.net

**Christina D. Collins**  
 Finance Director

TO: Honorable Town Council  
 FROM: Christina D. Collins, Finance Director  
 DATE: 12/1/2020  
 RE: Jamestown General Obligation Bonds

The Town of Jamestown successfully closed on \$5,300,000 general obligation bonds in the Direct Purchase Bond market on November 20, 2020. The Bonds will finance various Town projects approved by the residents of Jamestown.

<b><u>General Fund</u></b>		
Golf Course	\$2,900,000.00	Taxable
Paving	\$1,500,000.00	Tax-Exempt
Fire Truck	\$350,000.00	Tax-Exempt
<b><u>Water Fund</u></b>		
Dam	\$550,000.00	Tax-Exempt
<b>Total</b>	<b>\$5,300,000.00</b>	

Current market tax-exempt/taxable rates are at historic lows. The 20-year Bonds were purchased by Centreville Bank at an incredibly low interest cost of 1.4% for Tax-Exempt and 2.3% for Taxable.

In connection with the sale I participated in numerous calls with Bond Counsel David Ferrara and Fiscal Advisor Stephen Maceroni (PFM), both whom played an integral role in this purchase. With a Direct Purchase the Town was not required to obtain a rating instead worked directly with the bidders. However, the Town's Aa1 rating with Moody's was affirmed on November 17, 2020 and with this continual rating the Town was able to secure the remarkably low rate. The Town is one of only five Aa1 communities in Rhode Island with this rating.

The bids went out with 2 options - Option 1- 15 years and Option 2 – 20 years. After review the Town has elected Option 2 as to minimize the yearly appropriation. The Town also has the ability to refinance if so desired.

(continued)



The following bids were received:

<b>Bidder</b>	<b>Series A Tax-Exempt</b>	<b>Series B Taxable</b>
Capital One	Option 1: 2.10% Option 2: 2.45%	Option 1: 3.15% Option 2: 3.90%
<b>Centreville Bank</b>	<b>Option 1: 1.15%</b> <b>Option 2: 1.40%</b>	<b>Option 1: 1.90%</b> <b>Option 2: 2.30%</b>
Century Bank	Option 1: 2.10% Option 2: 2.40%	Option 1: 2.66% Option 2: 3.04%
Dime Bank	Option 1: 2.50% Option 2: 2.75%	Option 1: 3.00% Option 2: 3.25%
JP Morgan	Option 1: 1.345% Option 2: 1.405%	
Key Government Finance	Option 1: 1.558%	Option 1: 2.466%

## ISSUER COMMENT

17 November 2020

## RATING

**General Obligation (or GO Related) <sup>1</sup>**Aa1  No Outlook

## Contacts

Enrique Cavazos +1.212.553.1976  
Associate Lead Analyst  
enrique.cavazos@moody.com

Thomas Jacobs +1.212.553.0131  
Senior Vice President/Manager  
thomas.jacobs@moody.com

## CLIENT SERVICES

Americas	1-212-553-1653
Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454

## Town of Jamestown, RI

## Annual Comment on Jamestown

**Issuer Profile**

The Town of Jamestown is located in the center of Narragansett Bay in Newport County, Rhode Island, approximately 25 miles south of Providence. The county has a population of 83,075 and a moderate population density of 798 people per square mile. The county's median family income is \$100,645 (1st quartile) and the September 2020 unemployment rate was 7.9% (4th quartile) <sup>2</sup>. The largest industry sectors that drive the local economy are accommodation/food services, health services, and retail trade.

We regard the coronavirus outbreak as a social risk under our environmental, social and governance framework, given the substantial implications for public health and safety and the economy. We do not see any material immediate credit risks for Jamestown. However, the situation surrounding coronavirus is rapidly evolving and the longer term impact will depend on both the severity and duration of the crisis. If our view of the credit quality of Jamestown changes, we will update our opinion at that time.

**Credit Overview**

Jamestown's credit position is excellent. Its Aa1 rating is higher than the median rating of Aa3 for cities nationwide. The key credit factors include a strong financial position, a high wealth and income profile and a sizable tax base. It also reflects a light debt burden and a moderate pension liability.

**Finances:** The town has a robust financial position, which is aligned with respect to the assigned rating of Aa1. Jamestown's cash balance as a percent of operating revenues (42.8%) is roughly equivalent to the US median, and remained flat between 2015 and 2019. Also, the fund balance as a percent of operating revenues (31%) approximates other Moody's-rated cities nationwide.

**Economy and Tax Base:** Overall, the economy and tax base of Jamestown are exceptionally healthy and are consistent with the town's Aa1 rating. The full value per capita (\$418,393) is above the US median, and rose slightly from 2015 to 2019. In addition, the median family income is a robust 160.5% of the US level. Furthermore, the total full value (\$2.3 billion) is consistent with other Moody's-rated cities nationwide.

The coronavirus is driving an unprecedented economic slowdown. We currently forecast US GDP to decline significantly during 2020 with a gradual recovery commencing toward the end of the year. Local governments with the highest exposure to tourism, hospitality, healthcare, retail, and oil and gas could suffer particularly severe impacts.

**Debt and Pensions:** The debt burden of Jamestown is low and is slightly favorable when compared to the assigned rating of Aa1. The net direct debt to full value (0.3%) is materially below the US median, and was flat between 2015 and 2019. Moreover, the pension liability of the town is mid-ranged and is relatively aligned with respect to its Aa1 rating. The Moody's-adjusted net pension liability to operating revenues (1.2x) is slightly lower than the US median.

**Management and Governance:** Rhode Island cities have an institutional framework score <sup>3</sup> of "Aa", which is strong. Increases in property taxes, the sector's major revenue source, are subject to a 4% cap unless the city or town qualifies for certain exemptions. The property tax cap can be overridden at the local level. The 4% cap provides for moderate revenue-raising ability. Unpredictable revenue fluctuations tend to be minor, or under 5% annually. Across the sector, fixed and mandated costs are generally greater than 25% of expenditures. Fixed costs are generally comprised of pension costs, other post-employment benefit contributions, and debt service. Unpredictable expenditure fluctuations tend to be minor, under 5% annually.

### Sector Trends - Rhode Island Cities

Rhode Island cities will benefit from a recovering state economy anchored by a significant presence of colleges and universities and strong links to the Boston (Aaa stable) metropolitan area. Most cities' financial positions stabilized in fiscal 2017, positioning the sector well for the year ahead. In particular, some of the state's more pressured cities are stabilizing financially. Rhode Island cities benefit from strong state fiscal oversight, but remain challenged by relatively high pension liabilities, adverse demographic trends, and a post-recession housing recovery that remains weak compared to the rest of the nation.

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on [www.moodys.com](http://www.moodys.com) for the most updated credit rating action information and rating history.

## EXHIBIT 1

Key Indicators <sup>4</sup> <sup>5</sup> Jamestown

	2015	2016	2017	2018	2019	US Median	Credit Trend
<b>Economy / Tax Base</b>							
Total Full Value	\$2,222M	\$2,196M	\$2,266M	\$2,284M	\$2,299M	\$1,904M	Stable
Full Value Per Capita	\$406,774	\$402,347	\$411,760	\$415,723	\$418,393	\$94,106	Stable
Median Family Income (% of US Median)	154%	162%	160%	161%	161%	111%	Improved
<b>Finances</b>							
Available Fund Balance as % of Operating Revenues	32.5%	31.8%	31.9%	32.9%	31.0%	34.6%	Stable
Net Cash Balance as % of Operating Revenues	43.9%	39.4%	44.5%	45.9%	42.8%	39.6%	Stable
<b>Debt / Pensions</b>							
Net Direct Debt / Full Value	0.4%	0.4%	0.4%	0.4%	0.3%	1.1%	Stable
Net Direct Debt / Operating Revenues	0.38x	0.36x	0.42x	0.37x	0.32x	0.84x	Stable
Moody's-adjusted Net Pension Liability (3-yr average) to Full Value	1.0%	1.1%	1.2%	1.2%	1.3%	1.9%	Stable
Moody's-adjusted Net Pension Liability (3-yr average) to Operating Revenues	1.01x	1.09x	1.14x	1.20x	1.21x	1.56x	Stable

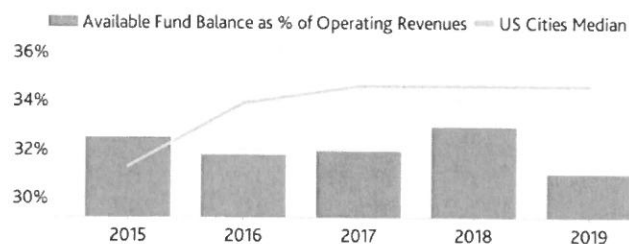
  

	2015	2016	2017	2018	2019	US Median
<b>Debt and Financial Data</b>						
Population	5,464	5,460	5,505	5,496	5,496	N/A
Available Fund Balance (\$000s)	\$7,094	\$7,253	\$7,379	\$7,768	\$7,560	\$8,028
Net Cash Balance (\$000s)	\$9,585	\$8,999	\$10,273	\$10,824	\$10,442	\$9,530
Operating Revenues (\$000s)	\$21,844	\$22,822	\$23,103	\$23,587	\$24,379	\$23,172
Net Direct Debt (\$000s)	\$8,390	\$8,135	\$9,770	\$8,784	\$7,771	\$19,139
Moody's Adjusted Net Pension Liability (3-yr average) (\$000s)	\$22,089	\$24,965	\$26,271	\$28,348	\$29,559	\$35,448

Source: Moody's Investors Service

## EXHIBIT 2

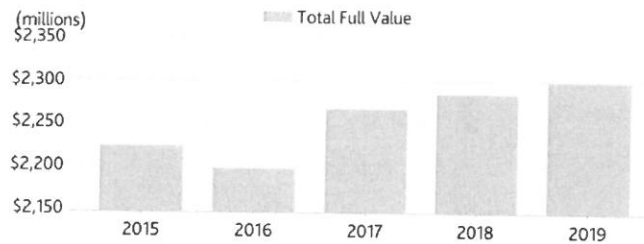
## Available fund balance as a percent of operating revenues decreased from 2015 to 2019



Source: Issuer financial statements; Moody's Investors Service

## EXHIBIT 3

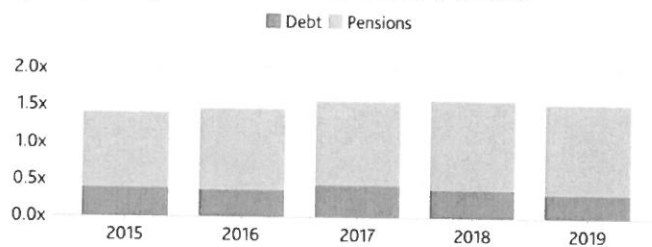
## Full value of the property tax base increased from 2015 to 2019



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service

## EXHIBIT 4

## Moody's-adjusted net pension liability to operating revenues increased from 2015 to 2019



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service

## Endnotes

- The rating referenced in this report is the issuer's General Obligation (GO) rating or its highest public rating that is GO-related. A GO bond is generally backed by the full faith and credit pledge and total taxing power of the issuer. GO-related securities include general obligation limited tax, annual appropriation, lease revenue, non-ad valorem, and moral obligation debt. The referenced ratings reflect the government's underlying credit quality without regard to state guarantees, enhancement programs or bond insurance.
- The demographic data presented, including population, population density, per capita personal income and unemployment rate are derived from the most recently available US government databases. Population, population density and per capita personal income come from the American Community Survey while the unemployment rate comes from the Bureau of Labor Statistics.

The largest industry sectors are derived from the Bureau of Economic Analysis. Moody's allocated the per capita personal income data and unemployment data for all counties in the US census into quartiles. The quartiles are ordered from strongest-to-weakest from a credit perspective: the highest per capita personal income quartile is first quartile, and the lowest unemployment rate is first quartile.

- The institutional framework score assesses a municipality's legal ability to match revenues with expenditures based on its constitutionally and legislatively conferred powers and responsibilities. See [US Local Government General Obligation Debt \(September 2019\)](#) methodology report for more details.
- For definitions of the metrics in the Key Indicators Table, [US Local Government General Obligation Methodology and Scorecard User Guide \(July 2014\)](#). Metrics represented as N/A indicate the data were not available at the time of publication.
- The medians come from our most recently published local government medians report, [Medians - Tax base growth underpins sector strength, while pension challenges remain \(May 2019\)](#) which is available on [Moody's.com](#). The medians presented here are based on the key metrics outlined in Moody's GO methodology and the associated scorecard.

© 2020 Moody's Corporation, Moody's Investors Service, Inc., Moody's Analytics, Inc. and/or their licensors and affiliates (collectively, "MOODY'S"). All rights reserved.

CREDIT RATINGS ISSUED BY MOODY'S INVESTORS SERVICE, INC. AND/OR ITS CREDIT RATINGS AFFILIATES ARE MOODY'S CURRENT OPINIONS OF THE RELATIVE FUTURE CREDIT RISK OF ENTITIES, CREDIT COMMITMENTS, OR DEBT OR DEBT-LIKE SECURITIES, AND MATERIALS, PRODUCTS, SERVICES AND INFORMATION PUBLISHED BY MOODY'S (COLLECTIVELY, "PUBLICATIONS") MAY INCLUDE SUCH CURRENT OPINIONS. MOODY'S INVESTORS SERVICE DEFINES CREDIT RISK AS THE RISK THAT AN ENTITY MAY NOT MEET ITS CONTRACTUAL FINANCIAL OBLIGATIONS AS THEY COME DUE AND ANY ESTIMATED FINANCIAL LOSS IN THE EVENT OF DEFAULT OR IMPAIRMENT. SEE MOODY'S RATING SYMBOLS AND DEFINITIONS PUBLICATION FOR INFORMATION ON THE TYPES OF CONTRACTUAL FINANCIAL OBLIGATIONS ADDRESSED BY MOODY'S INVESTORS SERVICE CREDIT RATINGS. CREDIT RATINGS DO NOT ADDRESS ANY OTHER RISK, INCLUDING BUT NOT LIMITED TO: LIQUIDITY RISK, MARKET VALUE RISK, OR PRICE VOLATILITY. CREDIT RATINGS, NON-CREDIT ASSESSMENTS ("ASSESSMENTS"), AND OTHER OPINIONS INCLUDED IN MOODY'S PUBLICATIONS ARE NOT STATEMENTS OF CURRENT OR HISTORICAL FACT. MOODY'S PUBLICATIONS MAY ALSO INCLUDE QUANTITATIVE MODEL-BASED ESTIMATES OF CREDIT RISK AND RELATED OPINIONS OR COMMENTARY PUBLISHED BY MOODY'S ANALYTICS, INC. AND/OR ITS AFFILIATES. MOODY'S CREDIT RATINGS, ASSESSMENTS, OTHER OPINIONS AND PUBLICATIONS DO NOT CONSTITUTE OR PROVIDE INVESTMENT OR FINANCIAL ADVICE, AND MOODY'S CREDIT RATINGS, ASSESSMENTS, OTHER OPINIONS AND PUBLICATIONS ARE NOT AND DO NOT PROVIDE RECOMMENDATIONS TO PURCHASE, SELL, OR HOLD PARTICULAR SECURITIES. MOODY'S CREDIT RATINGS, ASSESSMENTS, OTHER OPINIONS AND PUBLICATIONS DO NOT COMMENT ON THE SUITABILITY OF AN INVESTMENT FOR ANY PARTICULAR INVESTOR. MOODY'S ISSUES ITS CREDIT RATINGS, ASSESSMENTS AND OTHER OPINIONS AND PUBLISHES ITS PUBLICATIONS WITH THE EXPECTATION AND UNDERSTANDING THAT EACH INVESTOR WILL, WITH DUE CARE, MAKE ITS OWN STUDY AND EVALUATION OF EACH SECURITY THAT IS UNDER CONSIDERATION FOR PURCHASE, HOLDING, OR SALE.

MOODY'S CREDIT RATINGS, ASSESSMENTS, OTHER OPINIONS, AND PUBLICATIONS ARE NOT INTENDED FOR USE BY RETAIL INVESTORS AND IT WOULD BE RECKLESS AND INAPPROPRIATE FOR RETAIL INVESTORS TO USE MOODY'S CREDIT RATINGS, ASSESSMENTS, OTHER OPINIONS OR PUBLICATIONS WHEN MAKING AN INVESTMENT DECISION. IF IN DOUBT YOU SHOULD CONTACT YOUR FINANCIAL OR OTHER PROFESSIONAL ADVISER. ALL INFORMATION CONTAINED HEREIN IS PROTECTED BY LAW, INCLUDING BUT NOT LIMITED TO, COPYRIGHT LAW, AND NONE OF SUCH INFORMATION MAY BE COPIED OR OTHERWISE REPRODUCED, REPACKAGED, FURTHER TRANSMITTED, TRANSFERRED, DISSEMINATED, REDISTRIBUTED OR RESOLD, OR STORED FOR SUBSEQUENT USE FOR ANY SUCH PURPOSE, IN WHOLE OR IN PART, IN ANY FORM OR MANNER OR BY ANY MEANS WHATSOEVER, BY ANY PERSON WITHOUT MOODY'S PRIOR WRITTEN CONSENT.

MOODY'S CREDIT RATINGS, ASSESSMENTS, OTHER OPINIONS AND PUBLICATIONS ARE NOT INTENDED FOR USE BY ANY PERSON AS A BENCHMARK AS THAT TERM IS DEFINED FOR REGULATORY PURPOSES AND MUST NOT BE USED IN ANY WAY THAT COULD RESULT IN THEM BEING CONSIDERED A BENCHMARK.

All information contained herein is obtained by MOODY'S from sources believed by it to be accurate and reliable. Because of the possibility of human or mechanical error as well as other factors, however, all information contained herein is provided "AS IS" without warranty of any kind. MOODY'S adopts all necessary measures so that the information it uses in assigning a credit rating is of sufficient quality and from sources MOODY'S considers to be reliable including, when appropriate, independent third-party sources. However, MOODY'S is not an auditor and cannot in every instance independently verify or validate information received in the rating process or in preparing its Publications.

To the extent permitted by law, MOODY'S and its directors, officers, employees, agents, representatives, licensors and suppliers disclaim liability to any person or entity for any indirect, special, consequential, or incidental losses or damages whatsoever arising from or in connection with the information contained herein or the use of or inability to use any such information, even if MOODY'S or any of its directors, officers, employees, agents, representatives, licensors or suppliers is advised in advance of the possibility of such losses or damages, including but not limited to: (a) any loss of present or prospective profits or (b) any loss or damage arising where the relevant financial instrument is not the subject of a particular credit rating assigned by MOODY'S.

To the extent permitted by law, MOODY'S and its directors, officers, employees, agents, representatives, licensors and suppliers disclaim liability for any direct or compensatory losses or damages caused to any person or entity, including but not limited to by any negligence (but excluding fraud, willful misconduct or any other type of liability that, for the avoidance of doubt, by law cannot be excluded) on the part of, or any contingency within or beyond the control of, MOODY'S or any of its directors, officers, employees, agents, representatives, licensors or suppliers, arising from or in connection with the information contained herein or the use of or inability to use any such information.

NO WARRANTY, EXPRESS OR IMPLIED, AS TO THE ACCURACY, TIMELINESS, COMPLETENESS, MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OF ANY CREDIT RATING, ASSESSMENT, OTHER OPINION OR INFORMATION IS GIVEN OR MADE BY MOODY'S IN ANY FORM OR MANNER WHATSOEVER.

Moody's Investors Service, Inc., a wholly-owned credit rating agency subsidiary of Moody's Corporation ("MCO"), hereby discloses that most issuers of debt securities (including corporate and municipal bonds, debentures, notes and commercial paper) and preferred stock rated by Moody's Investors Service, Inc. have, prior to assignment of any credit rating, agreed to pay to Moody's Investors Service, Inc. for credit ratings opinions and services rendered by it fees ranging from \$1,000 to approximately \$2,700,000. MCO and Moody's Investors Service also maintain policies and procedures to address the independence of Moody's Investors Service credit ratings and credit rating processes. Information regarding certain affiliations that may exist between directors of MCO and rated entities, and between entities who hold credit ratings from Moody's Investors Service and have also publicly reported to the SEC an ownership interest in MCO of more than 5%, is posted annually at [www.moody's.com](http://www.moody's.com) under the heading "Investor Relations — Corporate Governance — Director and Shareholder Affiliation Policy."

Additional terms for Australia only: Any publication into Australia of this document is pursuant to the Australian Financial Services License of MOODY'S affiliate, Moody's Investors Service Pty Limited ABN 61 003 399 657 AFSL 336969 and/or Moody's Analytics Australia Pty Ltd ABN 94 105 136 972 AFSL 383569 (as applicable). This document is intended to be provided only to "wholesale clients" within the meaning of section 761G of the Corporations Act 2001. By continuing to access this document from within Australia, you represent to MOODY'S that you are, or are accessing the document as a representative of, a "wholesale client" and that neither you nor the entity you represent will directly or indirectly disseminate this document or its contents to "retail clients" within the meaning of section 761G of the Corporations Act 2001. MOODY'S credit rating is an opinion as to the creditworthiness of a debt obligation of the issuer, not on the equity securities of the issuer or any form of security that is available to retail investors.

Additional terms for Japan only: Moody's Japan K.K. ("MJKK") is a wholly-owned credit rating agency subsidiary of Moody's Group Japan G.K., which is wholly-owned by Moody's Overseas Holdings Inc., a wholly-owned subsidiary of MCO. Moody's SF Japan K.K. ("MSFJ") is a wholly-owned credit rating agency subsidiary of MJKK. MSFJ is not a Nationally Recognized Statistical Rating Organization ("NRSRO"). Therefore, credit ratings assigned by MSFJ are Non-NRSRO Credit Ratings. Non-NRSRO Credit Ratings are assigned by an entity that is not a NRSRO and, consequently, the rated obligation will not qualify for certain types of treatment under U.S. laws. MJKK and MSFJ are credit rating agencies registered with the Japan Financial Services Agency and their registration numbers are FSA Commissioner (Ratings) No. 2 and 3 respectively.

MJKK or MSFJ (as applicable) hereby disclose that most issuers of debt securities (including corporate and municipal bonds, debentures, notes and commercial paper) and preferred stock rated by MJKK or MSFJ (as applicable) have, prior to assignment of any credit rating, agreed to pay to MJKK or MSFJ (as applicable) for credit ratings opinions and services rendered by it fees ranging from JPY125,000 to approximately JPY250,000,000.

MJKK and MSFJ also maintain policies and procedures to address Japanese regulatory requirements.

REPORT NUMBER 1229242

CLIENT SERVICES

Americas	1-212-553-1653
Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454



# December

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		<b>1</b>	<b>2</b> Probate Court 9am Planning Commission 7pm <i>Town Council Agenda &amp; Bills Deadline @ Noon</i>	<b>3</b> <i>Town Council Packets</i>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> Town Council Meeting: 6:30 pm	<b>8</b> Library Board of Trustees 5pm (JPL) Conservation	<b>9</b> Housing Authority 10am (PA) Harbor Commission 7pm	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b> Town Council/School Committee Joint Meeting 5:30 pm Town Council/Water & Sewer: 6:30 pm	<b>15</b> Zoning Board of Review 7pm	<b>16</b> Planning Commission 7pm <i>Town Council Agenda &amp; Bills Deadline @ Noon</i>	<b>17</b> <i>Town Council Packets</i>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b>	<b>22</b> Zoning Board of Review 7pm	<b>23</b>	<b>24</b> Christmas Eve Town Hall Close @ 11:45	<b>25</b> Christmas Day Town Hall Closed	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>		





**PRELIMINARY  
TOWN OF JAMESTOWN  
TOWN COUNCIL  
ANNUAL MEETING  
SCHEDULE  
2021**

Town Council meetings begin at 6:30 PM on the First and Third Monday of each month, unless otherwise noted. In the event of a holiday on the First or Third Monday of the month, the Town Council will meet on Tuesday of that week, unless otherwise noted. Meetings are held at the Jamestown Town Hall in the Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, Jamestown. The Annual Financial Town Meeting is the First Monday in June at 7:00 PM at the Jamestown School Gymnasium at 55 Lawn Avenue, Jamestown.

January	4 (Monday) 6:30 PM 19 (Tuesday) 6:30 PM*	July	?? 7 (Tuesday) 6:30 PM 20 (Monday) 6:30 PM
February	1 (Monday) 6:30 PM 16 (Tuesday) 6:30 PM*	August	?? 2 (Monday) 6:30 PM 16 (Monday) 6:30 PM
March	1 (Monday) 6:30 PM 15 (Monday) 6:30 PM	September	7 (Tuesday) 6:30 PM* 20 (Monday) 6:30 PM
April	5 (Monday) 6:30 PM 19 (Monday) 6:30 PM	October	4 (Monday) 6:30 PM 18 (Monday) 6:30 PM
May	3 (Monday) 6:30 PM 17 (Monday) 6:30 PM	November	1 (Monday) 6:30 PM 15 (Monday) 6:30 PM
June	7 (Monday) 7:00 PM** 21 (Monday) 6:30 PM	December	6 (Monday) 6:30 PM 20 (Monday) 6:30 PM

**Pursuant to RIGL §42-46-6 (a), (b) and (c), the Annual Notice and Notice of all Town Council Meetings are posted on the Secretary of State's website, the Jamestown Town Hall, the Jamestown Philomenian Library, and the Jamestown Police Station. In addition to the above locations, notice is also posted on the Internet at: [www.jamestownri.gov](http://www.jamestownri.gov). Posted on**


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, contact the Town Clerk by telephone at 401-423-9800, via facsimile to 401-423-7230, or by email to [eliese@jamestownri.net](mailto:eliese@jamestownri.net) not less than three (3) business days prior to the meeting.

\*Tuesday meeting following Monday holiday

\*\*Annual Financial Town Meeting

As adopted by the Jamestown Town Council  
At a meeting held March 20, 2017

Attest:

  
Cheryl A. Fernstrom, CMC, Town Clerk

## JAMESTOWN TOWN COUNCIL RULES & PROCEDURES

Upon adoption, this document supercedes all other existing resolutions regarding Town Council procedures.

### **RULE 1**

#### **Charter Requirements**

- 1.1 All requirements of the Town Charter with respect to the proceedings of the Town Council are to be strictly followed, and no rules shall be adopted by the Town Council that are in conflict with the Charter requirements.

### **RULE 2**

#### **Presiding Officer**

- 2.1 The Town Council President is elected pursuant to section 204 of the Charter. In the event of the absence or the disability of the President, the Vice President shall perform such duties during such absence or disability.
- 2.2 The President shall take the chair at the hour designated for the meeting of the Council and shall promptly call the members to order. The President shall enforce, on all occasions, the observance and decorum among the members and people in attendance. The President shall decide all questions and points of order, subject to an appeal to the Town Council by one member. No other business shall be in order until the question or appeal on the point of order shall have been decided by a majority of the members present. The President may speak on points of order in preference to other members and may speak on general questions. The President shall distinctly state and put to a vote all ordinances, resolutions and questions.

### **RULE 3**

#### **Meetings**

- 3.1 The first meeting of a newly elected Council shall be held on the first Monday following certification of the election of its members by the canvassing authority; thereafter the Town Council shall meet according to section 205 of the Charter.

- 3.2 All meetings of the Council, including special and emergency meetings and work sessions, shall be open to the public, except those exempted under the Rhode Island Open Meetings Law, G.L. 1956 § 42-46-1 et seq. All matters shall be voted upon by the Council at an open regular meeting or at an open, special or emergency meeting consistent with the State Open Meetings Act and section 207 of the Charter.

The regular meeting of the Town Council shall be held on the first Monday of the month. This shall be understood to be the meeting during which the council conducts its business. On the third Monday of the month, the council will meet to propose items for the agenda of the next monthly meeting. The council may also use the third Monday to conduct either a meeting or workshop reviewing particular, specific issues or the work or concerns of a specific town commission. Additional meetings or workshops may be arranged as necessary.

- 3.3 All regular and special meetings and their agenda must be posted in advance in accordance with the requirements of the State Open Meetings Act. Such advance notice is not required when an emergency meeting is called. Such emergencies would be those affecting public peace, health, safety, comfort and welfare of the inhabitants of the Town and for protections of persons and property. An emergency meeting must comply with the requirements described in the Open Meetings Act, as amended.

#### **Rule 4**

##### **Developing the Agenda**

- 4.1 The agenda is the mechanism by which the Town Council as a group or body communicates with the town, making evident the Council's priorities and policy initiatives as well as the administration's efforts to promote and support those priorities. In anticipation of the first meeting of the month, *understood to be the Town Council's regular meeting during which most of its business is conducted*, the Clerk of the Town Council shall prepare and/or cause to be prepared a docket or agenda on which there will be a definite statement or summary of all ordinances, resolutions, orders, reports, communications and other business to be considered at each meeting of the Town Council.

On the *third Monday* of a month, the Town Council may also meet for which a docket or agenda as described above shall also be prepared. This meeting shall include the agenda of the Town Council sitting as the Board of Water and Sewer Commissioners.



Town Councilors may also propose items for the agenda, but must do so to the Town Clerk and Town Administrator, at least five (5) days prior to the next meeting.

Should a Town Councilor object to an item that another Councilor has placed on the agenda a vote may be taken by the Council to determine if there should be discussion of the item. To prevent or inhibit discussion requires a minimum of a 4 to 1 vote in opposition to the item if a full Council is seated or 3 to 1 vote in opposition to the item if only 4 Councilors are seated. If less than 4 Councilors are seated, the Council should delay discussion of items that have provoked such controversy.

The Town Administrator shall place items on the agenda, which are the responses or plans of action for council initiatives, under Unfinished or Old Business. The Town Administrator shall propose new items or initiatives not previously discussed by the Council first by communicating them through his report and then, if the item warrants a Council vote, at a future Council meeting under Unfinished Business. This also applies to staff initiatives which should be presented or noted in either the Administrator's Report or a staff report first then at a subsequent meeting as Unfinished Business.

A citizen may seek to place an item on the agenda by putting the request in writing, where it will be placed under Communications. The Council will then vote whether to place the item on a future agenda. When a citizen appears in front of the Council under Open Forum, without any notice described on the agenda, and requests an item to be placed on the agenda, that request shall be transformed into a communication on the next agenda that can be voted on by the Council.

If possible Councilors, the Administrator and staff should note the policy initiative or goal or action plan described by the Council in their Goals and Objectives to which the agenda item is most closely aligned. This provides a clear connection between the goals and their successful fruition. If possible Councilors should note their authorship of any item they propose for New Business.

- 4.2 Memos for Town Council review or requests for action from any Board, Committee, or Commission of the Town or from any Department Head shall be listed under New or Unfinished business to be distinguished from simple correspondence or minutes. These items are subject to the deadlines described below.
- 4.3 Letter from constituents (*residents of Jamestown*) shall be the first items of correspondence included under the agenda heading of Correspondence, followed

by requests for action from other communities in Rhode Island or state agencies or officials.

- 4.4 No ordinance, resolution, order, report, communication, and other business shall be considered as having been introduced unless notice has been filed with the Clerk, and said ordinance, resolution, order, report, communication or other business appears on the prepared docket. The Clerk shall cause a copy of the docket to be posted in accordance with the RIGL §42-46-6 governing the Open Meetings Act Requirements for meeting postings.

## **RULE 5**

### **Order of Business for Regular Meetings**

- 5.1 The Order of Business at each meeting shall be:
1. Call to Order;
  2. Roll Call;
  3. Town Council Sitting as the Board of Water and Sewer Commissioners
  4. Acknowledgements, Announcements and Resolutions;
  5. Public Hearings, Licenses and Permits
  6. Open Forum
  7. Administrator, Department, Solicitor Reports
  8. Unfinished Business
  9. New Business
  10. Ordinances and Appointments
  11. Consent Agenda
  12. Communications and Petitions
  13. Executive Session
  14. Adjournment.
- 5.2 Attached to the agenda (electronically through the town website and physically in the packets provided to the Town Council) are the support materials relevant to the particular items listed on the agenda or the items (license applications, proposed ordinances, minutes, communications) themselves. It shall be listed on the agenda that “attachments are available to view on our website at <http://www.jamestownri.gov/town-government/town-council/town-council-meetings-minutes/2017-meetings-minutes-agendas>. It is recommended that the Town Council should not vote on any issue in New or Unfinished Business that may appear on the docket but lacks support information. Any and/or all agenda item(s) requiring or potentially requiring action by the Town Council should include, at the end of the listed item of business, the language “review and discussion and/or potential action and/or vote.” For agenda items that are continued or have additional and/or a larger volume of attachments, the language “for discussion documentation, please visit <http://www.jamestownri.gov/town-government/town-council/town-council-meetings-minutes/2017-meetings-minutes/2017-meetings->”

## **RULE 6**

### **Public Hearings**

- 6.1 The public hearing portion of the agenda shall be conducted as follows. The Town Council President will invite the applicant or applicant's representative to give a brief explanation of the item for the benefit of the Council and the public. Members of the public may then be permitted to speak on the item until all who wish to speak have had an opportunity to do so. Members of the Council shall reserve their questions and comments until after the public has spoken. The Council President may allow brief, clarifying questions by the Council or brief discussion when such will be likely to expedite the business of the Council. After the public discussion is finished and the Council has had discussion, the Council President will close the public hearing. At this point, a motion is made for a decision to approve, deny or table the item.
- 6.2 The Council shall not enact any ordinance or resolution that shall in any way affect the Zoning Ordinance; the physical development plan of the Town; the existing and proposed location and arrangement of the uses of the land; transportation routes; plans of streets and revisions of such plans; public facilities; public utility systems; deteriorating or blighting neighborhoods planned for redevelopment, rehabilitation, or other improvement; natural resources and historic sites to be preserved; disaster survival proposals; and land subdivision plans, without first submitting any such ordinance or resolution to the Town Planning Commission for its recommendation. Nothing, however, shall be construed to restrict or prevent the Council from acting on any ordinance or resolution contrary to or in the absence of a recommendation of the Commission. The Council must further adhere to the relevant and applicable requirements of State law in implementing this Rule.
- 6.3 It is recommended that the Town Council should not grant any license or permit that lacks either the signature or affirmation by the clerk that the signature is forthcoming of any town official required to sign the application for license or permit.

## **Rule 7**

### **Open Forum**

- 7.1 Open Forum offers citizens the opportunity to clarify any item on the agenda, to address items not on the agenda or to comment on any communication or item listed on the consent agenda.

Persons who wish to be heard on the agenda shall present such requests in writing to the Town Clerk no later than five (5) days prior to the Council meeting for which they wish their request to be considered. In preparing the meeting agenda, a



determination shall be made by the Town Clerk in conjunction with the Town Council President as to whether the request is an appropriate subject/topic for inclusion on the final agenda. There will be a 10-minute time limit for such requests. Extensions will be granted at the discretion of the Council President. Other persons wishing to speak without prior arrangement will be given an opportunity to do so during the "Open Forum."

- 7.2 If the subject of a scheduled request to address is provided on the agenda, Town Councilors may respond to that subject. Otherwise, Town Councilors may only respond to citizens in open forum to provide information or schedule the subject for another meeting. Comments from the floor under "Open Forum" on any subject not within the purview of the Town Council should not be discussed extensively, but rather, should be considered for inclusion as an agenda item at a subsequent meeting.
- 7.3 Town Councilors may not use open forum to bring up items themselves. If a town councilor wishes to present a subject to the Council and community, it must be listed on the agenda under New Business.

#### **Rule 8 Reports**

- 8.1 The Town Administrator's report shall be in writing and submitted in advance of the Town Council meeting.
- 8.2 On a revolving schedule, at least once a year, each Department head will provide a written report for their department.

#### **Rule 9 New and Unfinished Business**

- 9.1 Each item tabled or postponed by the Council at any regular meeting shall appear on the agenda of the next succeeding regular meeting, or on a subsequent date set by the Council as unfinished business, until acted upon or removed from the agenda.
- 9.2 Citizens may speak at the discretion of the Council President or a majority of Councilors during New or Unfinished Business.

#### **RULE 10 Appointments to Boards & Commissions**

- 10.1 The Town Council will consider all requests for appointment and will continue to urge interested residents to obtain and complete the volunteer application available at the Clerk's Office (also available at the Library and town website at

[www.jamestownri.gov](http://www.jamestownri.gov)). Appointments of members to commissions, boards and committees shall be by a majority vote of the Council.

- 10.2 The Council will continue the practice of appointing the best qualified persons to boards, commissions and committees without regard to personal or political affiliations, except as may be otherwise required by State law. Once appointed to a board or commission, citizens shall conduct themselves in a manner respectful of fellow committee members and the public. Failure to do so may prompt the Council to remove the person who, by virtue of a majority vote of the other committee members, is alleged to have violated decorum and propriety appropriate for committees and boards in Jamestown. Committees shall be conducted in accordance with the Open Meetings Act and all other relevant legal and procedural requirements.
- 10.3 The chairperson of each individual board, commission or committee shall keep a record of the terms of its members, as provided by the Town Clerk, and shall notify the Clerk within 45 days prior to the expiration of any member's term. Said notification shall include meeting location and schedule for that board, commission or committee.
- 10.4 The Town Clerk will announce upcoming vacancies for 30 days prior to the term expiration dates, or date set for filling vacancies.
- 10.5 The Town Clerk will communicate with individuals whose terms will be expiring by letter to determine if the person wishes to be reappointed, if applicable. The Town Clerk will also request a two-year attendance record from the Chair of the applicable board, commission or committee.
- 10.6 Application for the vacancy shall be by letter from the applicant to the Town Clerk's office stating qualifications of the applicant. Persons wishing to be reappointed shall follow the same procedure.
- 10.7 The Council Members shall make nominations from the files of applicants provided by the Town Clerk.
- 10.8 Individuals seeking appointment or reappointment must be qualified electors of the Town of Jamestown and residents of the Town of Jamestown.
- 10.9 In the event a special advisory committee is formed, a written charge will be given to the committee by the President of the Town Council. The Town Council shall have the authority to discharge the committee or to recall the committee as necessary.

## **RULE 11**



## **Consent Agenda**

- 11.1 Consent Agenda. In order to expedite the public business and provide additional time for deliberation by the Town Council on matters requiring such deliberation, Consent Agenda items are those items of business that are of a routine and non-controversial nature.
- 11.2 If the Town Council President, Town Administrator or Town Clerk determines that any item of business which requires action by the Town Council is of a routine and non-controversial nature, they shall cause it to be presented at a regular meeting of the Council as part of the Consent Agenda.
- 11.3 Upon objection by any member of the Council to inclusion of any item on the Consent Agenda, that item shall be removed from the Consent Agenda forthwith. Such objection may be recorded at any time prior to the taking of a vote on the motion to approve the Consent Agenda. Any item removed from the Consent Agenda shall be considered at the conclusion of the Consent Agenda to take the necessary action required.
- 11.4 The Consent Agenda shall be introduced by a motion "To approve the following listed items as the Consent Agenda" and shall be considered by the Council as a single item. There shall be a roll call vote after this motion.
- 11.5 There shall be no debate or discussion by any member of the Council regarding any item on the Consent Agenda beyond correcting typographical errors or asking questions for simple clarification.
- 11.6 Approval of the motion to approve the Consent Agenda shall be fully equivalent to approval, adoption or enactment of each motion, resolution or other item of business thereon exactly as if it had been acted upon separately.

## **RULE 12**

### **Parliamentary Law**

- 12.1 If there are any parliamentary practices, procedures, customs and rules not covered within these rules, the current edition of Robert's Rules of Order, Newly Revised, shall govern where it does not conflict with the applicable State or Town laws, ordinances, or the Home Rule Charter.

## **Rule 13**

### **Participation in Discussion**

- 13.1 The heads of Departments or Divisions thereof and members of Boards and Commissions, in matters relating to the functions of their offices, and any other

elected officials, shall have the right to appear before the Council for the purposes of expressing their views on matters pending before it. Any citizen or group of citizens shall have the right to petition the Council with regard to any matter within the jurisdiction of the Council, setting forth specifically the purpose of the petition and relief desired. The press shall be allowed on the floor of the Town Council chambers.

- 13.2 With the objective of facilitating prompt attention to Council Member concerns, any member of the Town Council who knows in advance of a meeting that the member wishes to obtain certain data, or have a question or questions answered, or wishes specific figures or expenditures, or budget balances, etc., should, insofar as possible, inform the Administrator in writing of the nature of the inquiry so that the Administrator will have the opportunity to have the answer available at such meeting.
- 13.3 The Town Council requests that members of the public follow a similar procedure wherever possible.
- 13.4 The Town Administrator shall submit reports to members of the Town Council in advance of a Town Council meeting.

#### **RULE 14**

##### **Motions**

- 14.1 When a motion is made and seconded it shall be stated by the Town Council President.
- 14.2 No motion shall be debated until it is seconded. Any motion may be withdrawn by the mover at any time before the taking of a vote thereon or before an amendment is made to such motion.

#### **RULE 15**

##### **Motions of Precedence**

- 15.1 When a question is before the Town Council, no motion shall be received, except to:
  1. Fix the time at which to adjourn;
  2. Adjourn;
  3. Take a recess;
  4. Raise a question of privilege;
  5. Call for the orders of the day;
  6. Lay on the table;
  7. Previous question;
  8. Limit or extend the limits of debate;

9. Postpone to a certain time;
10. Commit or refer;
11. Amend;
12. Postpone indefinitely;
13. Main motion

The last motion on the list ranks lowest and the first on the list ranks highest. When any of the above motions are immediately pending, the motions before it on the said list shall be acted on first, and the ones below shall be acted on in order. Motion #s 13, 12, 11, 10, and 9 are debatable. Motion #s 13, 11, 10, 9, 8, 3 and 1 are amendable. Motion #s 13, 11, 10, 9, 7 and 1 are subject to reconsideration.

## **RULE 16**

### **Actions of Members of the Town Council**

- 16.1 Any Council member wishing to speak shall address the President, and after the right to speak has been recognized, the member shall not be interrupted while speaking except by a call to order, or for the correction of a mistake, or yield to a member. The member shall confine remarks to the question under debate and refrain from personal comments. *No member shall speak more than once on the same question until all members desiring to speak thereon shall have done so.* There shall be no conversation among members while another member is speaking or while anyone else is speaking, while a roll call is being taken, while a paper is being read or while the President is stating a question.
- 16.2 The affirmative roll call vote of three (3) Council members shall be necessary for the passage of any ordinance. The vote upon any matter shall, upon the request of two Council members, be taken by roll call which shall be called for by the President. The “yeas” and “nays” of the Council members shall be called for individually by the Town Council President or presiding officer, in the event of a conflict, and shall be recorded on the records of the Town Council by the Clerk. After a roll call vote has been ordered, said roll call shall not be interrupted, delayed or stopped by the President or any member of the Council for any reason whatsoever, including points of order, personal privilege or for a member to explain his or her vote. After the roll call and before the President announces the result, any member may change his or her vote. All roll calls shall be taken alphabetically, except that the name of the President of the Council shall be called last. In case of a tie vote, the motion is not carried or passed. A member may explain the vote only with the consent of the Council.
- 16.3 After the result of a vote is announced, a motion to reconsider is in order. A member who voted with the prevailing side must make the motion. Any member may second the motion. No ordinance, resolution, question or vote can be twice reconsidered.



- 16.4 Any member who realizes or anticipates a conflict of interest with respect to a matter before the Town Council for consideration should announce the intent to recuse themselves and to abstain from voting on the matter as soon as the conflict becomes apparent, and should thereafter refrain from further discussion of the matter.
- 16.5 Any member who believes they lack the information to make a proper vote may abstain from voting.

These rules and procedures shall take effect upon passage. The foregoing rules shall not be altered, amended, suspended or repealed at any time, except by a vote of the majority of the whole number of members elected to the Town Council.

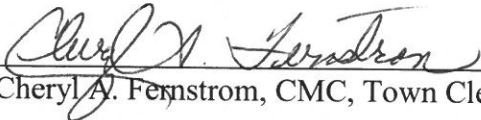
Adopted by the Jamestown Town Council at a meeting held February 4, 2013

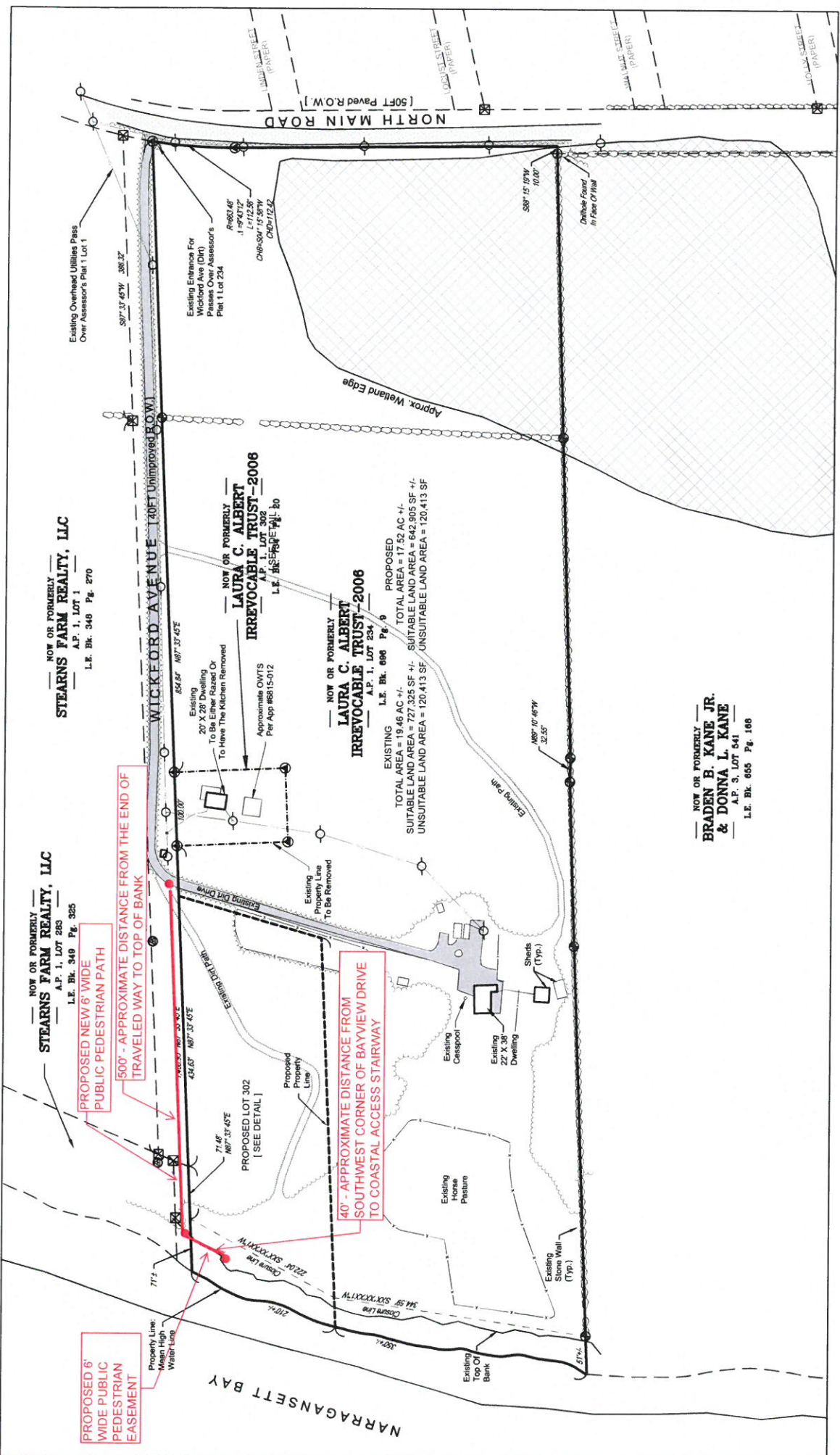
Attest: \_\_\_\_\_  
Cheryl A. Fernstrom, CMC, Town Clerk

Revised and Adopted by the Jamestown Town Council at a meeting held March 22, 2016

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

Revised and Adopted by the Jamestown Town Council at a meeting held March 20, 2017

Attest:   
Cheryl A. Fernstrom, CMC, Town Clerk



NOW OR FORMERLY  
**STEARNS FARM REALTY, LLC**  
 A.P. 1, LOT 1  
 L.E. Bk. 349 Pg. 270

NOW OR FORMERLY  
**STEARNS FARM REALTY, LLC**  
 A.P. 1, LOT 283  
 L.E. Bk. 349 Pg. 325

NOW OR FORMERLY  
**LAURA C. ALBERT  
 IRREVOCABLE TRUST-2006**  
 A.P. 1, LOT 234  
 L.E. Bk. 686 Pg. 80

NOW OR FORMERLY  
**LAURA C. ALBERT  
 IRREVOCABLE TRUST-2006**  
 A.P. 1, LOT 234  
 L.E. Bk. 686 Pg. 9

NOW OR FORMERLY  
**BRADEN B. KANE JR.  
 & DONNA L. KANE**  
 A.P. 3, LOT 541  
 L.E. Bk. 655 Pg. 168

PROPOSED 6'  
 WIDE PUBLIC  
 PEDESTRIAN  
 EASEMENT

PROPOSED NEW 6' WIDE  
 PUBLIC PEDESTRIAN PATH  
 500' - APPROXIMATE DISTANCE FROM THE END OF  
 TRAVELED WAY TO TOP OF BANK

40' - APPROXIMATE DISTANCE FROM  
 SOUTHWEST CORNER OF BAYVIEW DRIVE  
 TO COASTAL ACCESS STAIRWAY

Existing Overhead Utilities Pass  
 Over Assessors Plat 1 Lot 1

Existing Entrance For  
 Wickford Ave (Dir)  
 Passes Over Assessors  
 Plat 1 Lot 234

Existing  
 20' X 28' Dwelling  
 To Be Either Razed Or  
 To Have The Kitchen Removed

Approximate OWTS  
 Per App #8415-012

Existing  
 Property Line  
 To Be Removed

Proposed  
 Property  
 Line

Existing  
 Caspoo

Existing  
 22' X 33'  
 Dwelling

Sheds  
 (Typ.)

Existing  
 Horse  
 Pasture

Existing  
 Stone Wall  
 (Typ.)

Existing  
 Top Of  
 Bank

Existing  
 Wetland Edge

Debitable Found  
 In Face Of Wall

**Beavertail State Park Advisory Board** 1 full member

Suzi Andrews seeks reappointment

Stephen Bois seeks appointment (Harbor Commission member)

**Conservation Commission** 1 full member

Barbara Lundy seeks reappointment

Christine Ariel seeks appointment

**Fire Dept. Compensation** 2 Citizens at Large for unexpired terms

No Applicants

**Harbor Management** 2 full members

Stephen Bois seeks reappointment

Mr. Harsch does not seek reappointment

**Jamestown Housing Authority** 1 full member

Ed Gromada does not seek reappointment

**Juvenile Hearing Board** 2 full members / 2 alternate members

Gary Cournoyer seeks reappointment (has reached term limit)

Joseph Cannon seeks full member appointment (previously appt. alternate 4/2019)

Sydney Keen seeks reappointment as an alternate

Jill Harrison, seeks reappointment as a full member

Nancy Kolman Ventrone seeks appointment

**Library Board of Trustees** 3 full members

Chris Walsh seeks reappointment

Jen Cloud is not seeking reappointment

Christian Infantolino, is not seeking reappointment

Ed Gromada seeks appointment  
Carol Welch seeks appointment  
Polly Carr seeks appointment

**Police Pension Committee** 1 full member

Anthony Antine seeks reappointment (has reached term limit)

**Traffic Committee** 2 full members

Mary Meagher, waiting for confirmation  
Chief Tighe, waiting for confirmation

**Tree Committee** 2 full members

Lois Mignault does not seek reappointment  
Steve Heath, seeks reappointment

**Zoning Board** 1 full member, unexpired term / 1 full member/ 3 alternates

Dean Wagner, seeks reappointment (full member)  
Judy Bell seeks reappointment as an alternate  
James King, seeks appointment as a full member (2 terms as an alternate)  
Eric Brine, waiting for resignation

Christine Ariel seeks appointment as a full member  
John Shekarchi seeks appointment  
Alex Finkelman seeks appointment  
Bill Harsch seeks appointment as an alternate

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

October 19, 2020

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 6:31 PM by Commission President Michael G. White.

The following members were present:

Mary E. Meagher, Vice-President  
Nancy A. Beye  
William J. Piva, Jr.  
Randall White

Also present were:

Jamie A. Hainsworth, Town Administrator  
Erin F. Liese, Town Clerk  
Denise Carlin-Gamon, Town Clerk's Assistant  
Christina D. Collins, Finance Director  
Michael Gray PE, Public Works Director  
Peter D. Ruggiero Esq., Town Solicitor  
Denise Jennings, Water and Sewer Clerk

**AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS**

(None)

**READING AND APPROVAL OF MINUTES**

Motion was made by Commissioner Meagher, seconded by Commissioner Beye to accept the 09/21/20 regular meeting minutes. So unanimously voted.

**OPEN FORUM**

Commission President White noted that this open forum would be for water and sewer matters only.

- 1) Scheduled requests to address:  
(None)
- 2) Non-scheduled request to address:  
(None)



## REPORT OF TOWN OFFICIALS

### 1) **Pumping Report:**

The Public Works Director reported the following:

- Pumping was down slightly for the month September, compared to August and was up compared to September of 2019.
- Rainfall deficit continues. We are 15 inches below average for the year.
- North Reservoir is @ 23MG, usable storage-60MG. The reservoir storage had dropped to 56" below the spillway, although we recovered 5 inches over the weekend since this report was written. We are past our peak usage period and consumption has dropped. He recently spoke to Steve Goslee the former Public Works Director and he is confident that we will be okay. The ban on outside water usage, which prohibits lawn irrigation, house washing, boat washing and car washing remains in place.
- South Pond is @ 5MG, usable storage-6MG

### 2) **Town project reports:** *(See attached Project Update Report dated October 2020)*

#### **Transfer Pumping/Reservoir-**

The Public Works Director reported that the highway department has made great progress on the grading of the dam and that he hopes to have the bike path paved within the next few weeks.

#### **Distribution System-**

The Public Works Director reported the following:

- There was a serious leak on North Road across from the Jamestown Early Learning Center. Crews discovered a large hole in the main where a repair was made 50 years ago.
- We have very old infrastructure and will need to address this in the upcoming years budgets.
- Hoping to do the golf course water connection within the next few weeks.
- He and the Town Administrator have met with East Shore Road residents to discuss issues with their private wells, with respect to the yield and water quality. He anticipates that East Shore Road residents will request to come before the Board.

Following clarification on a few items, it was the consensus of the Commission to accept the Public Works Directors report.

## LETTERS AND COMMUNICATIONS

(None)

## UNFINISHED BUSINESS

(None)

## NEW BUSINESS

(None)

TOWN BUSINESS

(None)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Piva, seconded by Commissioner Randall White to adjourn the Water and Sewer meeting at 6:47 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 October 2020

### WELLS

JR-1, JR-3

- JR-1 is currently being monitored for drawdown in the well to make sure the pump is in the water column. The well pumps water at a rate of 50 gpm directly into the transmission main feeding the water plant from the reservoir.

### TREATMENT PLANT

- The rainfall deficit continues for the Town of Jamestown with our current total for the year at almost 15 inches below average. As of October 15th the reservoir storage has dropped to 56" below the spillway elevation with usable storage at 23 million gallons at North Reservoir. Currently we have a ban on use for our customers which prohibits lawn irrigation, house washing, boat washing, and car washing.

### TRANSFER PUMPING/RESERVOIR

- No water was transferred from South Pond.
- The highway department has returned to the Bike Path project at North Reservoir. Crews have completed the grading work on the earthen dam and grass is beginning to grow. They have now shifted the focus back onto the path with the construction of a retaining wall along a section adjacent to the wetland. The wall is complete and crews are working on completing the fill and grading for the approach to the bridge and subsurface drainage along the toe of the dam. Cardi will be onsite in a few weeks for the asphalt paving along the entire length of the path.

### DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 5 Million Gallons

North Pond @ 60 MG

Usable Storage 23 Million Gallons

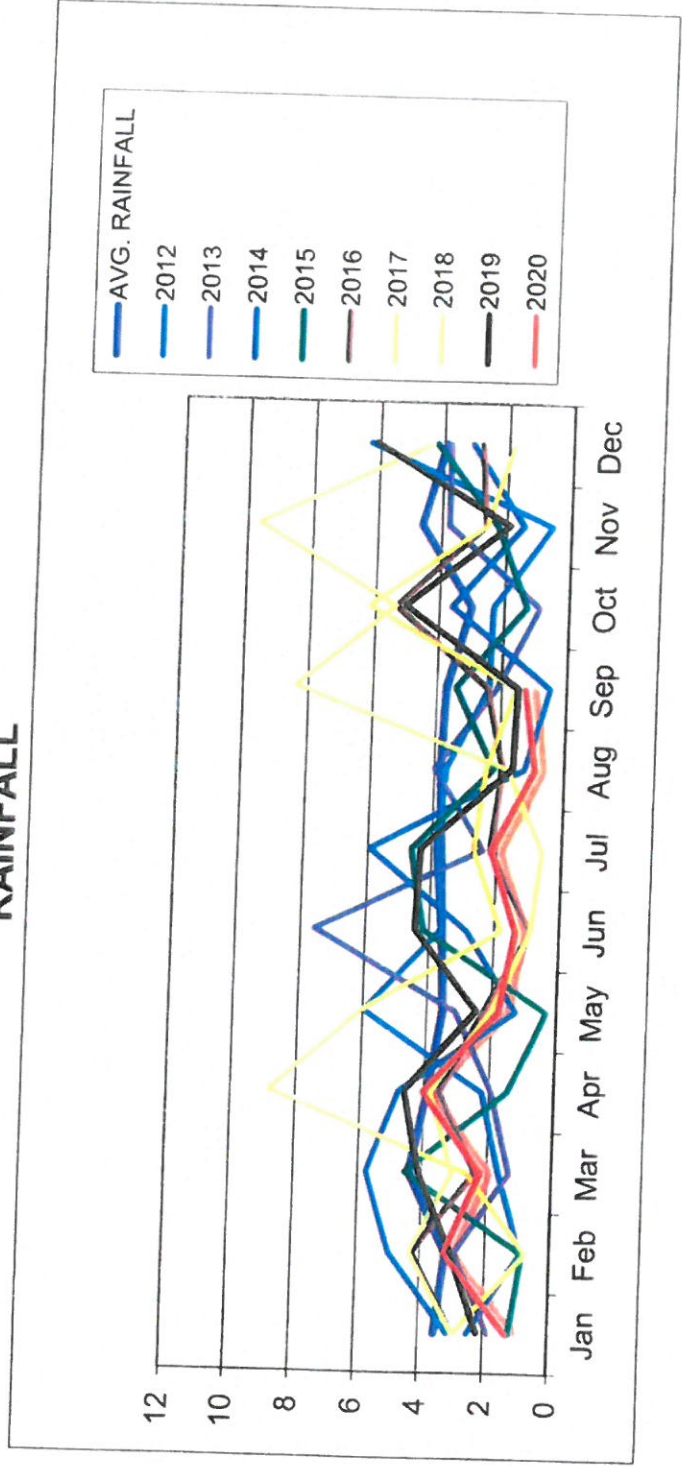
- There was a serious leak in the watermain in front of the Early Learning Center on North Road. Crews discovered a large hole in the main where a repair was made almost 50 years ago.
- A new water service was installed at 7 Beavertail Road adjacent to Mackerel Cove Beach
- During the week of October 19<sup>th</sup> the water department will install a water service to the new golf Course Clubhouse building.
- Jamie and I met with residents along East Shore Road to discuss issues with individual wells with respect to yield and water quality.

### WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for September was 0.11 million gallons per day. The peak daily flow was 0.15 million gallons. The permitted monthly average is 0.73 million gallons per day as a condition of our discharge permit. There were no sanitary sewer overflows for the month of September.
- Staff will be prepared to discuss the Westwind Drive sewer forcemain at the November meeting. This issue may take more than one meeting so we thought it to be appropriate to review with the commission after the election.

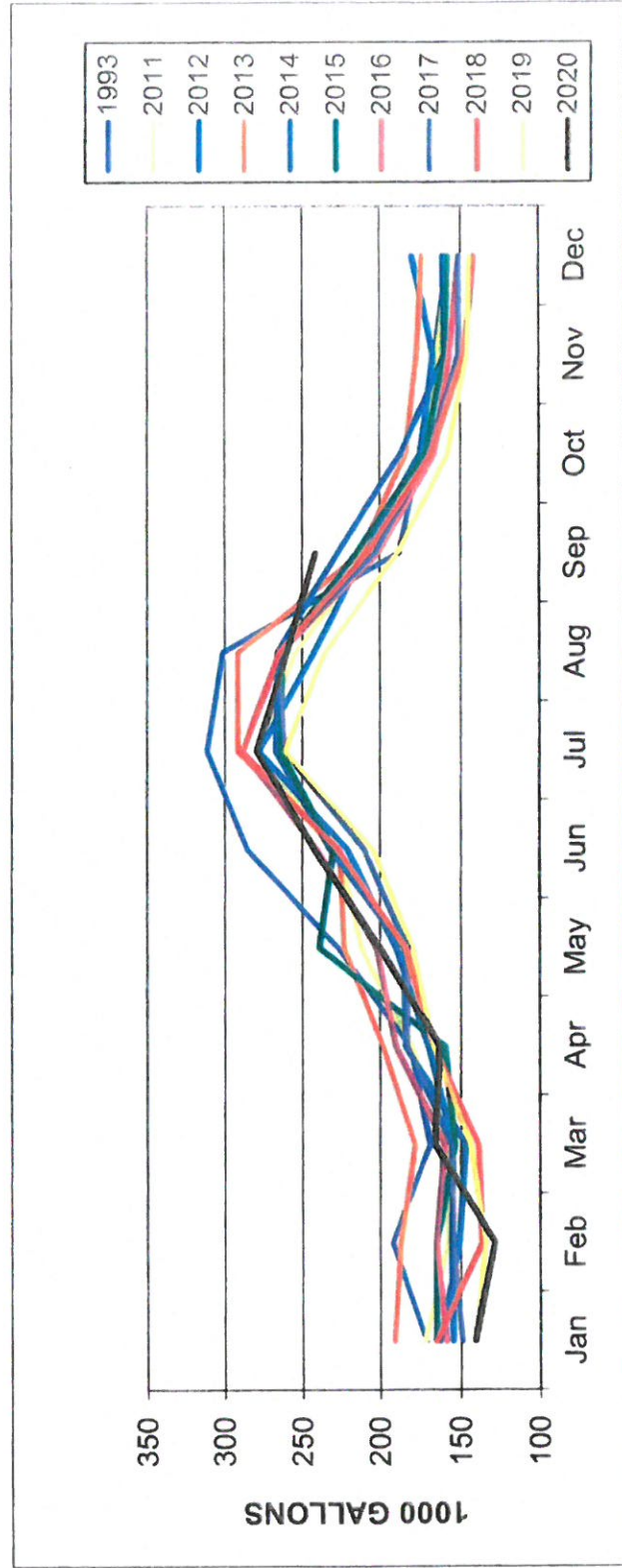
AVG. RAINFALL		2012	2013	2014	2015	2016	2017	2018	2019	2020
Jan	3.5	2.49	1.85	3.1	1.22	2.94	2.94	2.94	2.19	1.3
Feb	3.2	0.93	2.94	4.98	0.86	4.25	0.76	4.33	3.06	3.26
Mar	4.4	1.64	1.32	5.74	4.53	2.36	2.62	3.07	4.11	2.21
Apr	3.9	2.24	1.92	4.8	1.47	3.53	8.8	3.79	4.61	4.03
May	3.5	5.97	3.11	1.27	0.32	2.24	6.03	2.03	2.46	1.79
Jun	3.6	3.64	7.55	2.86	4.2	0.89	1.79	0.89	4.44	1.36
Jul	3.7	3.86	2.42	5.93	4.63	2.19	2.7	0.61	4.33	2.16
Aug	3.8	3.64	3.98	1.23	2.17	1.88	2.4	1.73	1.58	0.91
Sep	3.7	2.39	2.13	0.5	3.41	2.42	1.54	8.35	1.49	1.27 avg 33.3
Oct	3	2.33	0.9	3.61	1.31	5.33	6.18	5.34	5.04	
Nov	4.6	0.58	3.76	1.47	2.27	2.63	2.61	9.61	1.89	
Dec	3.9	6.28	3.76	3.1	4.2	2.79	1.81	4.33	6.09	
Total	44.8	35.99	35.64	38.59	30.59	33.45	40.18	47.02	41.29	18.29

## RAINFALL



	1993	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Jan	171	172	173	239	172	155	191	163	165	159	149	165	141	141
Feb	192	154	173	210	158	156	187	151	165	165	155	137	135	129
Mar	169	155	165	198	157	155	178	147	154	160	156	139	144	166
Apr	181	174	196	210	180	170	198	184	160	190	183	167	167	163
May	227	202	195	180	212	190	223	185	239	202	183	184	179	200
Jun	285	246	215	218	226	221	226	232	230	240	210	227	204	242
Jul	311	296	277	274	279	278	291	267	264	288	261	288	261	279
Aug	301	256	290	251	254	242	291	266	263	264	266	265	235	260
Sep	188	210	245	193	205	210	212	227	215	201	203	208	189	241
Oct	175	187	259	182	175	175	184	187	172	166	170	168	158	158
Nov	166	175	226	160	164	167	177	160	160	157	151	148	146	146
Dec	158	192	230	167	158	180	174	161	158	151	151	142	145	145
Avg pumping		201	220	207	195	192	211	194	195	195	187	187	175	202

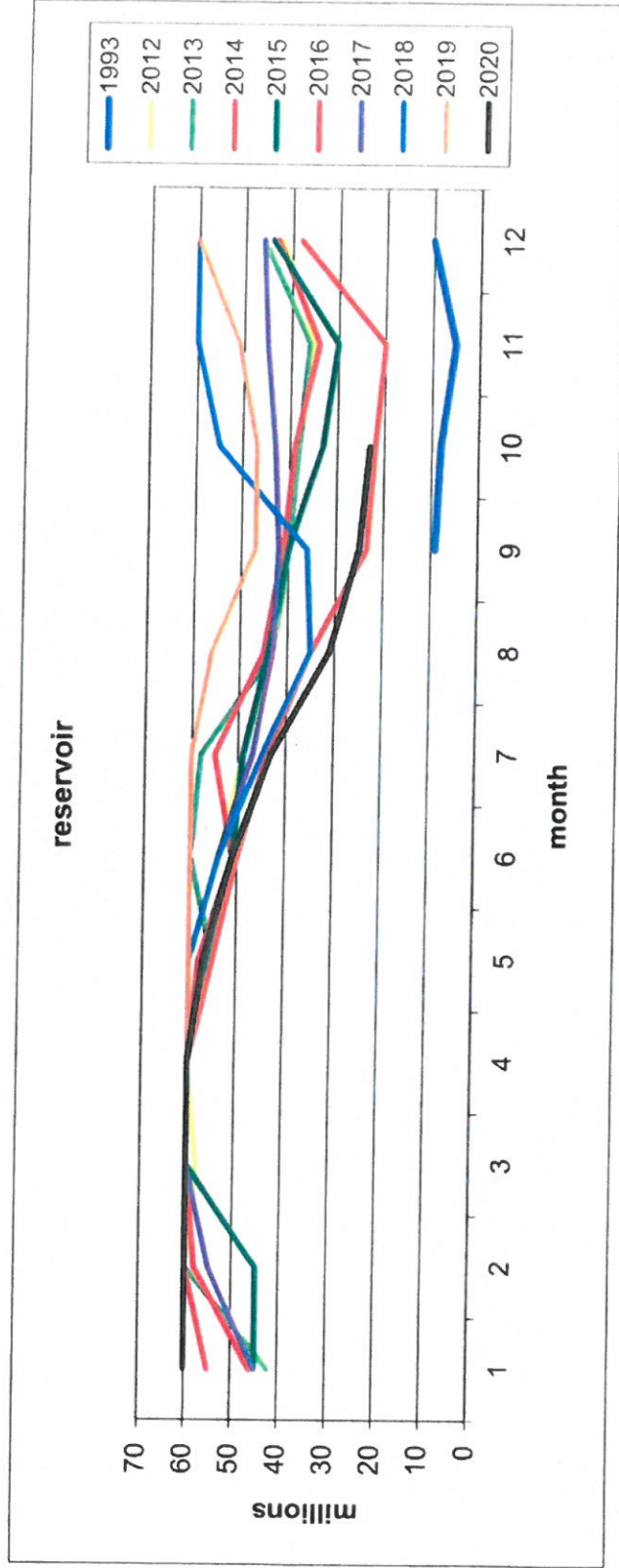
**PUMPING REPORT**





# RESERVOIR LEVEL

	1993	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Jan		30	60	42	55	45	46	45	60	60	60
Feb		52	60	60	60	45	58	55	60	60	60
Mar		58	58	60	60	60	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60	60	60
May		57	60	55	58	56	55	60	60	60	60
Jun		51	54	60	51	51	50	54	54	60	51
Jul		43	49	58	55	49	44	47	45	60	43
Aug	9	47	43	43	45	44	35	43	35	56	31
Sep	8	45	40	40	41	40	23.5	42	36	47	25
Oct	5	58	38	38	39	33	22	43	55	47	23
Nov		60	35	36	34	30	20	45	60	51	
Dec	10	60	42	46	43	44	38	46	60	60	





TOWN OF JAMESTOWN WWTF  
MONTHLY REPORT  
SEPTEMBER 2020

Douglas Ouellette, Superintendent

## Parameters

	<u>Monthly Avr.</u>	<u>Permit Limit</u>	<u>Notes</u>
Flow	.1098 MGD	.73 MGD	
Daily Max	.148 MGD		
BOD Removal	98.9%	85%	% Removed
TSS Removal	98.0%	85%	% Removed
Fecal Coliform	1.3	No limit, report only	
Enterococci	1.0	(<35 cfu/100ml Monthly)	(<276 cfu/100ml Daily)

## Environmental Compliance (Violations)

There are 0 violations to report for the month of October 2020

## Complaints

There were no complaints reported for this month.

## Alarms

The facility had four alarms in October 2020, one was low Cl2 alarms, and three were a highwater alarm at PS#1 which was caused by the pump pulling air due to low flows and a check valve limit switch malfunction. The fourth was an RAS pump alarm caused by a power blip.

## Septage

The facility received 5250 gallons septage for October 2020



### **Sludge Production**

The facility processed 80500 gallons of sludge through Wastewater Services Incorporated.

### **Maintenance Management**

Facility staff made wooden shelving unit for two blowers in station two wet well, installed verbatim in station four sent old one to be refurbished. IPS installed new mechanical seal in sludge/septage pump #1

### **Chemical Use**

The facility used 386.8 gallons of Sodium hypochlorite and 100 pounds of lime for process control.

### **Collection System**

30 pump station inspections were completed. All stations are operating as designed.

### **Energy Use**

Energy use for September 2020 was: 162 KWH

### **Precipitation**

Precipitation for September 2020 was 1.04"

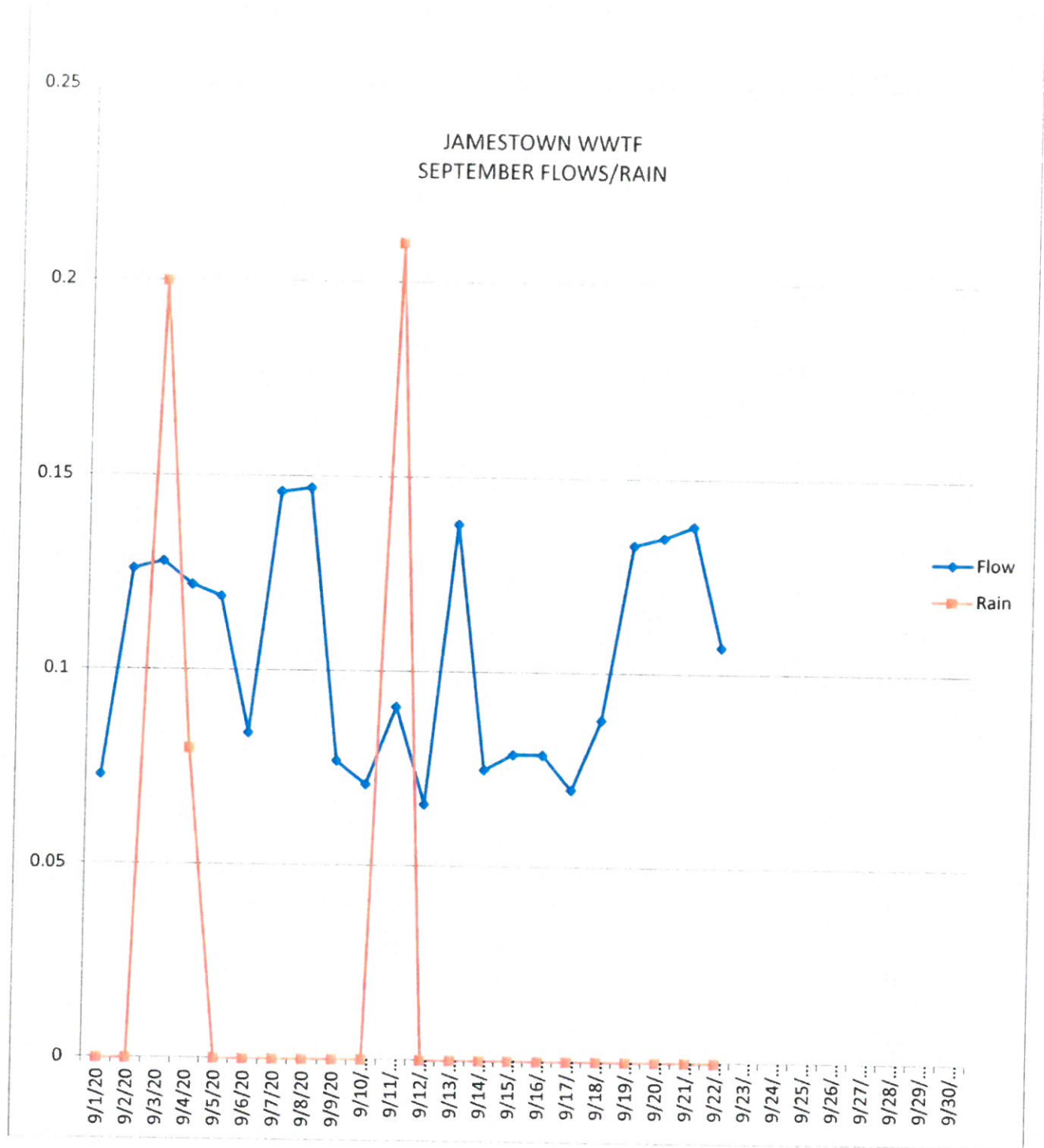
### **Golf Course**

.889 MGD gallons of effluent was pumped to the pond in September.

### **Work Orders**

77 work orders were completed.

# Graphs



**TOWN COUNCIL MEETING**  
**November 2, 2020**

**I. ROLL CALL**

A regular meeting of the Jamestown Town Council was held on November 2, 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. To participate by computer or mobile app: <https://zoom.us/j/83409327837> Meeting ID: **834 0932 7837**. Town Council Members present were as follows: Michael G. White, Mary Meagher, Nancy A. Beye, William J. Piva, Jr. 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, and Town Planner, Lisa Bryer, Erin F. Liese, Town Clerk and Denise Gamon, Town Clerk's Assistant.

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

Town Council President White called the meeting of the Jamestown Town Council to order at 6:34 P.M. in the Jamestown Town Hall, Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and led the Pledge of Allegiance.

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

*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) Town Planner's Report- Lisa Bryer
- 1) Update on Narragansett Ave Commercial CD District
    - 53 Narragansett Avenue, former Baker's Pharmacy, is back up for sale
    - 40 Narragansett Avenue, Chopmist Charlies, has renovated and will reopen once it is safe to do so, with a new Gourmet Market.
    - 35 Narragansett Avenue, Tallulah's Tacos, is renovating the former Pink Pig, the Town Council has granted Tallulah's a BV License
    - 29 Narragansett Avenue, former Bank of America Building, has been sold to We Dig Investements
    - Municipal Town Parking Lot on Narragansett Avenue, will continue to be used as outdoor dining
    - 14 Narragansett Avenue, formerly Jamestown Fish, has been auctioned off
    - Jamestown Art Center Public Art Exhibitions will be coming down over the next couple of days

Councilor Piva mentioned a new addition to Narragansett Avenue, in the Bomes Theatre, the Rhode Island Real Estate Services.

**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) Public Hearings:
  - 1) Review, Discussion and Possible Action on Proposed Amendments to the Code of Ordinances, Article III- Noise Ordinance; Sections 22-63C through Section 22-71. These Amendments are proposed to update and modernize the existing Noise Ordinance (Public Hearing Continued from August 17, 2020, September 21, 2020 and October 19 2020)

**A motion was made by Vice President Meagher with second by Councilor Piva to open the Public Hearing on Proposed Amendments to the Code of Ordinances, Article III- Noise Ordinance; Sections 22-63C through Section 22-71 Vote: President White, Aye; Vice President Meagher, Aye; Councilor Piva, Aye; Councilor, White, Aye**

Councilor Beye recused herself from the Public Hearing

Christine Ariel of 61 Steamboat Street, Tony Pinheiro of Lawn Avenue, Brenna Jordon of 19 Walcott Avenue, Jeremy Collie of 151 Narragansett Avenue, Pamela Storey of North Main Road and Maria Shevlin of 24 Hamilton Avenue independently addressed the Town Council with their concerns for the proposed amendments to the Noise Ordinance.

Councilor Piva was ready to support passing the updated ordinance.

President White, Vice President Meagher and Councilor White agreed on tabling the proposed amendments for the next Town Council.

**A motion was made by Vice President with a second by Councilor White to table the Proposed Amendments to the Code of Ordinances, Article III- Noise Ordinance; Sections 22-63C through Section 22-71. for the next Town Council. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Piva, Aye; Councilor, White, Aye**

Councilor Beye rejoined the meeting.

#### **V. 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: November 16, 2020
  - 2) Swearing In Ceremony for Elected Officials: TBD

No action was taken

#### **VI. NEW 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) Request of Chief Edward Mello regarding the approval of the 2021 Harbor Rates approved by the Harbor commission on October 14, 2020

**A motion was made by Vice President Meagher with second by Councilor White to approve the 2021 Harbor Rates as approved by the Harbor Commission on October 14, 2020  
Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

**A motion was made by Vice President Meagher with second by Councilor Piva to accept the Consent Agenda  
Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, 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) September 29, 2020 (Town Council Workshop)
  - 2) October 5, 2020 (Regular Meeting)

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

<b>ADDENDA TO 2020 TAX ROLL</b>		
04-0135-25	Plat 5, Lot 25	\$ 187.50
12-0490-76	Plat 5, Lot 69	\$ 125.00
<b>TOTAL ADDENDA</b>		<b>\$ 312.50</b>

**A motion was made by Councilor White with second by Councilor Piva to accept the communications. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

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

*The Council may acknowledge any of the listed Communications and Proclamations and Resolutions. Should any member wish to have a conversation on any of the matters, the item will be placed on a future agenda for review, discussion and/or potential action and/or vote.*

- A) Communications Received:
  - 1) Copy of Dumpling Drive Parking & Traffic Report  
From: Edward A. Mello, Chief of Police  
Dated: October 2020
  - 2) Copy of letter to: Jamestown Town Council  
From: Wendy Shapiro  
Dated: October 19, 2020  
Re: Jamestown Code of Ordinance: Sec: 10-70 Dogs at Large
  - 3) Copy of letter to: Jamestown Town Council  
From: Wendy Shapiro  
Dated: October 20, 2020  
Re: Dog License Requirements & Leash Law



**IX. 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

No requests to address the Council were made

**X. 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. Notice is also posted at the Jamestown Police Station and on the Internet at [www.jamestownri.gov](http://www.jamestownri.gov).*

**A motion was made by Vice President Meagher with second by Councilor White to adjourn at 7:58 P.M. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

Attest:

---

Denise Gamon, Town Clerk's Assistant



**TOWN COUNCIL MEETING**  
**November 16, 2020**

**I) ROLL CALL**

A regular meeting of the Jamestown Town Council was held on November 16, 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. To participate by computer or mobile app: <https://zoom.us/j/81541489500> Meeting ID: **815 4148 9500**. Town Council Members present were as follows: Michael G. White, Mary Meagher, Nancy A. Beye, William J. Piva, Jr. and Randy White. Also present Town Administrator Jamie A. Hainsworth, Finance Director Christina D. Collins, Town Solicitor Peter D. Ruggiero, and Chief of Police Edward A. Mello.

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

Town Council President White called the meeting of the Jamestown Town Council to order at 6: 30 P.M. in the Jamestown Town Hall, Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and led the Pledge of Allegiance.

**A motion was made by Vice President Meagher with second by Councilor White to convene as the Liquor Licensing Board and to open the Public Hearing on License Renewals.**

**Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

**III) 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) 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) Approval of Application for Renewal Class B Tavern Liquor License:  
Bay Voyage, LLC. dba: Bay Voyage- 150 Conanicus Ave.

2) Set the Class B Tavern Liquor License Cap at One

**A motion was made by Vice President Meagher with second by Councilor White to approve the Application for Renewal Class B Tavern Liquor License for Bay Voyage, LLC. dba: Bay Voyage- 150 Conanicus Ave and to set the Class B Tavern Liquor License Cap at One.**

**Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

- 3) 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 December 22, 2020 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.
  - iv. Johnny Angels Clam Shack LLC dba Angels Kitchen- 23B Narragansett Ave.

**A motion was made by Councilor White with second by Vice President Meagher to approve the 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 December 22, 2020 unless revoked earlier.**

**Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

- 4) 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 December 22, 2020 unless revoked earlier.

**A motion was made by Vice President Meagher with second by Councilor Beye 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 December 22, 2020 unless revoked earlier.**

**Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

- B) Town Council adjourns as the Liquor Licensing Board

**A motion was made by Councilor White with second by Vice President Meagher to adjourn as the Liquor Licensing Board. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

- C) Renewal Application for Multi-License (December 1, 2020- November 30, 2021),  
-Victualing License, Holiday License and Entertainment License
  - 1) Bay Voyage LLC dba: Bay Voyage



**A motion was made by Vice President Meagher with second by Councilor Piva to approve the renewal Application for Multi-License (December 1, 2020- November 30, 2021), -Victualing License, Holiday License and Entertainment License Bay Voyage LLC dba: Bay Voyage. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

- D) Renewal Application for Victualing & Holiday License (December 1, 2020- November 30, 2021
  - 1) Ace's Pizza dba Ace's Pizza

**A motion was made by Vice President Meagher with second by Councilor White to approve the renewal Application for Victualing & Holiday License (December 1, 2020- November 30, 2021 for Ace's Pizza dba Ace's Pizza Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

- E) Renewal of Event License Application
  - 1) Applicant: Jamestown Chamber of Commerce
    - Event: Restaurant Outdoor Dining
    - Dates: Extending to December 22, 2020 unless revoked earlier
    - Location: Narragansett Avenue, Narragansett Avenue Municipal Parking Lot & East Ferry Parking Lot

**A motion was made by Vice President Meagher with second by Councilor Piva to approve the renewal of the Event License for Jamestown Chamber of Commerce Outdoor Dining until December 22, 2020. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

#### **IV) COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS**

*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) Town Administrator's Report: Jamie A. Hainsworth-
  - 1) Rhode Island Slave History Medallions Agreement- Consent Agenda Item
  - 2) Jamestown Harbor Master Appointment – Consent Agenda Item
  - 3) Water Use Restrictions and Status of Reservoir- F.Y.I No Action
  - 4) Executive Director Jamestown Chamber of Commerce-F.Y.I No Action

Town Administrator Hainsworth reported on Rhode Island Slave History Medallions and donations received. He also advised on the Water Use Restrictions and announced the Jamestown Chamber of Commerce has a new Executive Director.

- B) Finance Director's Report: Comparison of Budget to Actuals General Fund and Sewer & Water Departments as of October 31, 2020.

Finance Director Collins stated she was available for any questions on her report.

V) **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: December 7<sup>th</sup> & 21<sup>st</sup>
  - 2) Swearing In Ceremony- T.B.D

Town Administrator Hainsworth advised that the Election has yet to be certified; however it is expected to be by November 30<sup>th</sup> so the December 7<sup>th</sup> meeting is expected to be the swearing in. He advised the Town Council would need to meet with the School Committee regarding the budget and currently the second meeting in December is scheduled for Christmas week and suggested moving it; as that is a busy time for all.

Discussion ensued on the schedule. It was noted the December 21<sup>st</sup> meeting would be moved to December 14<sup>th</sup>.

- B) Review, Discussion and Possible Action to extend the March 16, 2020 Declaration of the Town of Jamestown State of Emergency to December 22, 2020 unless revoked earlier, to curtail the spread of the COVID 19 Virus.

**A motion was made by Vice President Meagher with second by Councilor White to extend the March 16, 2020 Declaration of the Town of Jamestown State of Emergency to December 22, 2020 unless revoked earlier, to curtail the spread of the COVID 19 Virus. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

- C) Review, Discussion and Possible Action to extend the Executive Order 2020-1, to December 22, 2020, 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 Vice President Meagher with second by Councilor Piva to extend the Executive Order 2020-1, to December 22, 2020, 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 White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

**A motion was made by Vice President Meagher with second by Councilor Beye to accept the Consent Agenda, with a request to send a letter of thanks to Retiring Harbor Master Mark Campbell. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Ay**

**VI) 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) October 19, 2020 (Regular Meeting)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Zoning Board of Review (September 22, 2020)
  
- C) Harbor Master Appointment of Glenn Skalubinski per Jamestown Code of Ordinance 78-29 and as recommended by Chief Edward A. Mello
  
- D) Authorization of Town Administrator to Sign the Agreement regarding the Rhode Island Slave History Medallions

**A motion was made by Vice President Meagher with second by Councilor Beye to accept the communications. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

**VII) COMMUNICATIONS, PETITIONS, AND PROCLAMATIONS AND RESOLUTIONS FROM OTHER RHODE ISLAND CITIES AND TOWNS**

*The Council may acknowledge any of the listed Communications and Proclamations and Resolutions. Should any member wish to have a conversation on any of the matters, the item will be placed on a future agenda for review, discussion and/or potential action and/or vote.*

- A) Communications
  - 1) Copy of letter to: Jamestown Town Council  
From: Wendy Shapiro  
Dated: November 11 2020  
Re: Dog License Requirements & Leash Law
  
- B) Public Notice Received:
  - 1) Zoning Board of Review: Jamestown as an Abutter  
Application of Christian & Elaine Infantolino  
Hearing Date: November 24, 2020

**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**

Council President White stated it was a pleasure to serve with this Council and is sad to see Bill go.

Council thanked Bill Piva for his service to the Council and Residents of Jamestown.

**IX) ADJOURNMENT**

**A motion was made by Councilor Piva with second by Vice President Meagher to adjourn at 6:49 P.M. Vote: President White, Aye; Vice President Meagher, Aye; Councilor Beye, Aye; Councilor Piva, Aye; Councilor, White, Aye**

Attest:

---

Erin F. Liese, CMC  
Town Clerk



JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the October 27, 2020 Meeting

**A regular meeting of the Jamestown Zoning Board of Review was held October 27, 2020.  
THIS MEETING Was TELECONFERENCED VIA ZOOM AND VIA TELEPHONE:**

The Chairman called the meeting to order at 7:00 p.m. The Zoning Officer called the roll and noted the following members present:

Richard Boren, Chair  
Dean Wagner, Vice-chair  
Terence Livingston, Member  
Edward Gromada, Member  
Judith Bell, 1<sup>st</sup> Alt.  
Erik Brine, 2<sup>nd</sup> Alt.

Also present: Host Cinthia Reppe, Planning Assistant  
Brenda Hanna, Stenographer  
Chris Costa, Zoning Officer  
Wyatt Brochu, Counsel  
Pat Westall, Zoning Clerk

MINUTES

Minutes of September 22, 2020

A motion was made by Edward Gromada and seconded by Terence Livingston to accept the minutes of the September 22, 2020 meeting as presented.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Terence Livingston, Edward Gromada, and Erik Brine voted in favor of the motion.

Judith Bell was not seated and James King was absent.

CORRESPONDENCE

All correspondence was in reference to items on the agenda.

## NEW BUSINESS

Erik Brine recused himself for this application.

### Brine

A motion was made by Edward Gromada and seconded by Terence Livingston to grant the request of Erik G. Brine and Kerry E. Brine, whose property is located at 83 Columbia Ave. and further identified as Tax Assessor's Plat 9, Lot 140 for a Special Use Permit from Article 3 section 82-301 table 3-1 #3 agriculture #5 and article 6 section 82-601 Special use permits authorized by this ordinance to have up to 6 chickens with a property having less than an acre of land.

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTIONS 600 and 602.

This motion is based on the following findings of fact:

1. Said Property is located in a R-8 zone and contains 10,890 square feet.
2. A chicken coup will be added to the property sized to adequately house 6 chickens.
3. Fencing to be introduced to enclose the chicken coup to retain the chickens in a confined area.
4. A rooster(s) not be introduced into the chicken enclosure.
5. Finally, the Board supports and applauds Jackson Brine for his informed and complete presentation of this application and congratulates him in his effort to raise chickens.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Terence Livingston, Edward Gromada, and Judith Bell voted in favor of the motion.

Erik Brine was recused and James King was absent.

### SERTL

A motion was made by Dean Wagner and seconded by Richard Boren grant the request of Cornelia F. & Mark C. Sertl, whose property is located at 34 Dumpling Dr., and further identified as Assessor's Plat 10, Lot 115 for a variance from Art. 3, Sec. 82-302 Table 3-2 setbacks and Art. 6, Sec. 82-605 & 606 variances to construct a shed 15 feet from the side and rear lot lines instead of the required 20 feet.

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 RR80 zone and contains 21,780 sq. ft.
2. The property is located almost entirely within the 200' CRMC coastal buffer zone.
3. The applicant will have to get relief from the CRMC and demonstrate that they made every effort to locate the proposed shed as far as from the coastal feature as possible.
4. The existing house is 12 feet from the southerly property line.
5. Engineer Nikki Gladding credibly testified that the abutting structures would not be affected by locating the shed 15' from the side and rear lot lines.
6. Locating the shed 15 feet from the side and rear lot lines is the least relief necessary.
7. There were no objectors to this application.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Terence Livingston, Edward Gromada, and Erik Brine voted in favor of the motion.

Judith Bell was not seated and James King was absent.

### SREG

A motion was made by Terence Livingston and seconded by Richard Boren to grant the request of SREG Management, LLC, Buyer of the property located at 63 Conanicus Ave, and further identified as Assessor's Plat 8, Lot 181 for dimensional relief granted under Article 6, Special Use Permits and Variances, pursuant to Section 82-302, District Dimensional Regulations and Table 3-1, R 20 Zoning District Regulations, for a special use permit to allow a multi-family structure in an R20 Zone. This application also seeks dimensional relief from the following: Section 82-302, District dimensional regulations and Table 3-2, to allow a multi-family structure on a lot that is 15,232 square feet where 200,000 square feet is required; and from Section 82-1006.5, Open Space Requirements to allow 7,777 square feet of open space where 8,314 square feet is required.

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 and the conditions in the Planning Memo dated 9-16-2020.

This motion is based on the following findings of fact:

1. Said property is located in an R20 Zone and contains 15,232 square feet.
2. The project went before TRC in June & Sept. 2020 and received positive comments.
3. The planning Commission granted approval of the plan.
4. There is currently a 1 story 5-unit building on the property that is located on the west property line.
5. The property is located in R20 district & for multi-family 200,000 sq. ft. is required. This property has 15,232 sq. ft., so no variance is required.
6. Expert real estate agent Robert Bailey testified that only 2 parcels in the R20 district have over 200,000 sq. ft. of space.
7. That there will be 3 condominiums with approximately 2500 – 3000 sq. ft. each.
8. The project does not need any dimensional variance as all property lines are within the limits.
9. The architect, Mr. Burgin & engineer for the project and the Board finds them credible and accepts their testimony.
10. The project needs a variance as to open space of 500 sq. ft. approximately due in large part to suggestions from TRC and the Planning Commission to put a driveway to the rear of the condos.
11. The project is in compliance with FEMA Flood Zone regulations.
12. 3 people testified in opposition and 1 in favor.
13. The roof height is 35 feet from grade.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Terence Livingston, Edward Gromada, and Erik Brine voted in favor of the motion.

Judith Bell was not seated and James King was absent.

## SAVASTANO

A motion was made by Judith Bell and seconded by Richard Boren to grant the request of Salvatore Savastano, Owner of the property located at 6 Fairview Street, and further identified as Assessor's Plat 1, Lot 381 for dimensional relief granted under Article 6, Special Use Permits and Variances, pursuant to Section 82-302, District Dimensional Regulations and Table 3-2, RR 80 Zoning District Regulations, to reconfigure the roof on the existing garage, raising it approximately 5 feet, where the garage is located 8' from the front property line and 10' from the side property line by variance granted October 23, 1987. The application also seeks relief from Section 82-705, Alteration of a non-conforming structure, as the existing garage is located 8' from the front property line and 10' from the side property line.

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):

No kitchen will be installed.

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 RR80 zone and contains 41,500 square feet.
2. Removal of the exterior stairwell increases the building conformity.
3. No one spoke against the project.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Terence Livingston, Edward Gromada, and Judith Bell voted in favor of the motion.

Erik Brine was not seated and James King was absent.



## CARLSON

There was discussion but no testimony was heard.

A motion was made by Terence Livingston and seconded by Edward Gromada to request Laura J. Carlson and Donald R. Carlson re-apply.

There will be a special meeting Dec. 1, 2020 if the papers are filed on time.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Terence Livingston, Edward Gromada, and Erik Brine voted in favor of the motion.

Judith Bell was not seated and James King was absent.

## Pedersen

A motion was made by Erik Brine and seconded by Terence Livingston to grant the request of Esther R. Pedersen & Mark T. D'Arrezzo whose property is located at 141 Beacon Ave., and further identified as Assessor's Plat 15, Lot 286 for a variance/special use permit from Art. 3, Sec. 82-302 to construct a covered porch within 8.8' of the side lot line in lieu of the 10' required setback per Table 3-2. Art. 3, Sec. 82-314 - The subject lot is in subdistrict A of the high groundwater table and impervious layer overlay district and therefore requires a special use permit.

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 and the recommended conditions of approval provided by the Planning Commission.

Recommended Conditions of Approval

1. An erosion and sediment controls must be installed at the down gradient limits of site disturbance and maintained until stabilization of the site is attained;
2. Maintain and inspection of the existing OWTS shall continue as required by the Town Onsite Wastewater Management Ordinance;
3. The rain garden shown on the approved site plans must be installed and maintained as outlined on the rain garden noted on the approved site plan;
4. The Operation and Maintenance (O & M) Plan (reproduced in 8.5" x 11" for the stormwater mitigation (rain garden) shall be recorded in the Office of the Town Clerk with the Zoning Approval and evidence of such shall be provided to the Zoning Enforcement Officer as well as the Planning Department; and,
5. Any additional future site work including a change to the driveway surface that increases the area of impervious coverage will require a review following the requirements of the High Groundwater Ordinance.

This motion is based on the following findings of fact:

1. Said property is located in a R40 (table 3-2 R20) zone and contains 10,590 sq. ft.
2. The covered porch will be constructed within 8.8' of the side lot line in lieu of the 10' required setback.
3. The subject lot is in a subdistrict of the high groundwater table.
4. There is no opposition to the project.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Terence Livingston, Edward Gromada, and Erik Brine voted in favor of the motion.

Judith Bell was not seated and James King was absent.

ADJOURNMENT

A motion was made and seconded to adjourn at 9:55 p.m.  
The motion carried unanimously.



TOWN OF JAMESTOWN  
P.O. Box 377  
93 Narragansett Ave.  
JAMESTOWN, RHODE ISLAND 02835

Planning Office - 423-7210  
Fax - 423-7226

**Approved As Written**  
**PLANNING COMMISSION MINUTES**  
**October 21, 2020**  
**7:00 PM**

**PURSUANT TO EXECUTIVE ORDER NO. 20-46 EXECUTED BY  
GOVERNOR GINA RAIMONDO ON MARCH 16, 2020  
THIS MEETING WILL BE TELECONFERENCED VIA ZOOM**

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

The meeting was called to order via zoom 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

Wyatt Brochu – Town Solicitor

Cynthia L Reppe – Planning Assistant

Christian Belden – Church Community Housing Executive Director

A motion was made by Commissioner Swistak and seconded by Commissioner Enright for the Planning Commission to sit as the local review board pursuant to RIGL 45-53 Low and Moderate Income Housing Act.

So unanimously voted.

**II. Public Hearings – Continued from October 7, 2020**

Planning Commission sitting as the Local Review Board pursuant to RIGL 45-53 Low and Moderate Income Housing Act:

**Combined Master Plan Informational Meeting  
and Preliminary Public Hearing for:**

53 Narragansett Avenue, Assessors Plat 9 Lots 207, owner Jamestown Center Partners Inc. and applicant Church Community Housing Corporation, for a Comprehensive Permit for low- and moderate-income housing.

This project consists of conversion of an existing building (formerly Bakers Pharmacy) into a multi-family condominium complex with nine residential units including 3 Low- and Moderate-income units. The Local Review Board shall have the authority to review and issue the comprehensive permit per Jamestown Zoning Ordinance Article 17 and RIGL Title 45 Ch. 53 as amended, including the necessary relief from the Zoning Ordinance as stated below.

The application seeks the following approvals/relief:

Special Use Permit and Development Plan Review being reviewed as a Comprehensive Permit under Zoning Ordinance, Article 17 – Low- and Moderate-Income Housing, and Article 11 Jamestown Village Special Development District.

1. Article 3, Table 3-1 Permitted Uses. Special Use Permit required for Multifamily Structure 3-12 units. 9 units are proposed.
2. Article 3, Table 3-2 Dimensional Regulations. 20,000 square feet required. Site has 16,219 square feet. Note Article 82-1705 allows for a 30% density bonus, so the site has sufficient square footage under that Article.
3. Article 10 Multifamily Dwellings. Review and approval.
4. Article 11 Jamestown Village Special Development District. Section 82-1101 is applicable because it is a new use, going from mixed use (office/retail/residential) to all residential, and the value of the improvements is more than 50% of replacement cost.
5. Article 12 Parking. Section 82-1202 provides that parking shall be in rear of building.

Christian Belden representing CCHC is asking for another continuance. The revised construction estimate is almost twice the original estimate. They have been working on value engineering to get to a workable budget. If they had more time to fix this but unfortunately this is not the first hurdle, they asked for extensions previously and now at this point the seller is not willing to give the extension that they need and they don't have site control so they cannot precede. He apologized for the late notice. CCHC's board of Directors met on Monday night and did not want to continue without site control. Uncertainty of where the market will be at in a year and without site control, they did not want to spend more money on this. Reason for continuation, the seller has asked them to continue on at this point so rather than asking for it to be withdrawn they want to see if they can figure it out.

Commissioner Swistak said they will continue it, how long do you want to go, two weeks or a month?

Solicitor Brochu asked has the P&S expired? Mr. Belden said they notified them of a conditional termination today but it has not been reviewed and signed yet.

If the P&S expired than there is nothing to allow them to be before the commission tonight, Solicitor Brochu said. Mr. Belden said he is not an attorney and it not sure if it is terminated or not.

Town Planner Lisa Bryer said we have an owner authorization form so we should be able to proceed normally if the applicant is not the owner. Mr. Brochu said if CCHC no longer has a property interest than they do not have a standing. Belden said if it was terminated already then the attorney would not have sent the form out today.

Commissioner Swistak asked "if we do not continue and CCHC and the sellers renew the agreement then do we have to start again?" Brochu said yes. Bryer said if we do not continue it than yes it makes it much more complicated. Cochran said if there is an unsigned termination out there than he assumes it has not been terminated yet. We can continue for 2 weeks.

Commissioner Swistak asked if he would be unaware of it and Christian Belden said No. Swistak feels it hasn't been signed yet so he is ok with the continuation.

Christian are you ok with a 2-week continuance? Yes he is. Swistak said we will have clarification on where it's at in 2 weeks.

A motion was made by Commissioner Swistak and seconded by Commissioner to continue the public hearing in the matter of Church Community Housing and Jamestown Center Partners seeking a Comprehensive Permit for low and moderate income housing for 53 Narragansett Ave. to November 7, 2020 at 7 p.m. this meeting will be held via zoom for those parties looking for access to the meeting they can visit the Town of Jamestown website Planning Commission for the agenda and also the Secretary of State agenda site with the zoom address. So voted:

All Ayes - Michael Swistak, Duncan Pendlebury, Rosemary Enright, Mick Cochran, Bernie Pfeiffer, Dana Prestigiacomo. Motion carries 6-0

A Motion to exit as the local review board and continue on as the Planning Commission Enright and Cochran. All in favor.

**II. Approval of Minutes October 7, 2020;** review, discussion and/or action and/or vote

A motion was made by Commissioner Swistak and seconded by Commissioner Cochran to accept the minutes as written. Commissioner Enright made a change to the first paragraph under Old Business:

They **applicants** were asked to make changes and came back but we still do not have any official plans of the project, just sketches of possibilities. We do have some elevations of the project originally submitted **for scale** but **not for the exact changes** that will change



**be made** based on **documented change suggestions**. for scale, but not for the exact changes.

So unanimously voted.

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

**V. Reports**

**1. Town Planner's Report**

Lisa Bryer reported on Monday Fish on Narragansett Ave. went up for auction and an offer was accepted it should close within 20 days. There was a back up offer too. Also there are new owners of the Bank of America building and Chopmist Charlies is opening a new market.

The town got a grant for 40K to keep the town parking lot in action for winter and spring season for restaurants to keep going so the town is buying tents and heaters for that and working with the chamber of commerce on that. Lots happening on the Avenue recently.

Enright asked about the Fish building and it being torn down. It is a historic building even though it has been redone, it was built in 1829. Bryer doubts it will be torn down.

Pendlebury asked about 8 Clinton. They demolished about 60% of the building today but we do not know the schedule for resubmission.

We will have a High Groundwater application on Nov 7<sup>th</sup> Agenda.

Possibly on November 18<sup>th</sup> we will have a subdivision, zoning ordinance amendment and comprehensive plan amendment for 113-115 Melrose Ave. Multiple public hearings for this application for Planning and the Council.

Commissioner Cochran mentioned the meeting is on November 4<sup>th</sup> not the 7<sup>th</sup>.

A discussion ensued regarding the change in date for the hearing. Commissioner Enright said we said November 7<sup>th</sup> so can we just say at our meeting on the 4<sup>th</sup>?

A motion was made by Commissioner Swistak to sit again as the local review board. Commissioner Cochran seconded the motion. All in favor.

Commissioner Swistak made a motion in the matter of Church Community Housing and Jamestown Center Partners seeking a Comprehensive Permit for low and moderate income housing for 53 Narragansett Ave. to correct the continuation date to November 4, 2020 at 7:00 p.m. this meeting will be held via zoom for those parties looking for access to the meeting they can visit the Town of Jamestown website Planning Commission for the agenda and also the Secretary of State agenda site with the zoom address. Commission Enright seconded the motion. So unanimously voted.

A motion to go back to sitting as the planning commission was made by Commissioner Swistak and seconded by Commissioner Enright. So unanimously voted.

**VI. Adjourn**

A motion to adjourn at 7:34 p.m. was made by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

Attest:



Cinthia L. Reppe



Approved As Amended  
**PLANNING COMMISSION MINUTES**  
September 16, 2020  
7:00 PM

**PURSUANT TO EXECUTIVE ORDER NO. 20-46 EXECUTED BY GOVERNOR GINA  
RAIMONDO ON MARCH 16, 2020  
THIS MEETING WAS TELECONFERENCED VIA ZOOM:**

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

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

Michael Swistak – Chair  
Rosemary Enright – Secretary  
Bernie Pfeiffer  
Michael Smith

Duncan Pendlebury – Vice Chair  
Mick Cochran  
Dana Prestigiacomo

Also present:

Lisa Bryer, AICP – Town Planner  
Wyatt Brochu – Town Solicitor  
Cinthia Reppe – Planning Assistant  
Deb Foppert – Attorney  
Don Carlson  
Laura Carlson  
Kristen Maccini – Attorney  
Barbara and Mel Whitaker  
Christian Infantolino – Attorney  
Jeff Saletin - SREG  
Cris Creselius – SREG  
Bill Burgin – Architect  
Jason Clough – P.E.  
Mark DeArezzo  
Esther Pederson

Commissioner Swistak read the instructions regarding zoom meetings to those in attendance.

**II. Approval of Minutes September 2, 2020;** review, discussion and/or action and/or vote

A motion was made by Commissioner Enright and seconded by Commissioner Smith to accept the minutes with the following changes:

Page 2, first paragraph, It is her opinion and ~~Chris~~ Costa agrees

Page 3, first paragraph, providing Ms. Jamie Carlson with the ability to...

Page 4, second paragraph, allow it to be esited as an....

Page 4, second to last paragraph, Bryer asked if anyone had anything else to add....

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

Ms. Bryer reported that the town offices are now open to the public. The building height issue will be on the town council agenda next week at 6:30 but could possibly be postponed waiting for ethics rulings for 3 town council members.

### VI. Old Business

1. **20 Brook St. – Jamestown RI - Plat 9 Lot 281, Owner/Applicant Donald R. Carlson and Laura J. Carlson - Application to the Zoning Board to allow an existing second dwelling unit on the lot to be replaced (removal of a 1989 accessory structure). Forwarded by the Zoning Board to the Planning Commission for Development Plan Review/Advisory Recommendation.**
  - a. **Advisory Recommendation to the Zoning Board – review, discussion and/or action and/or vote**

Commissioner Swistak asked Lisa Bryer for an update.

Ms. Bryer said we reviewed this application at last meeting and also had a TRC meeting. The Planning Commission heard a lot of testimony at the last meeting and you continued it for the development of a motion. The motion has findings of fact and 4 proposed recommendations based on the last Planning Commission meeting and the TRC meeting.

We received correspondence this afternoon from Attorney Kristen Maccini attorney for Mel and Barbara Whitaker.

Deb Foppert thanked the Planning Dept and Commission for their thoughtful review. The Carlson's are happy to move forward with the recommendations in the Memo. They reached out to neighbors to see what kind of mature plantings they could agree on but it has been difficult to get together. Don Carlson thanked all involved. He noted they will lose the giant cherry tree by moving it forward 15 feet and that makes his mother very sad but if that is the concession that is required, they will do that. Don also said they submitted a letter from the architect, to address the accessibility requirements which related to why it was made bigger.

Laura Carlson agreed with what her brother said and thanked the Commission again.

Attorney Kristen Maccini summarized her communication and added that the applicant's attorney did reach out. They did attempt to get together. She put a proposal together for the Whitakers on what it would take for them to agree to it. The Whitakers would agree with the 15 feet if certain issues were met. They need the opportunity to meet and go forward.

Commissioner Swistak thinks any agreement between the neighbors is great and doesn't affect what the Commission will do at this point.

A discussion ensued about the findings of fact that are a bit conflicting. Commissioner Cochran said maybe should be worded different. Discussion ensued regarding rentals, long and short term. Commissioner Swistak suggested a 90 day minimum rental for short term. Attorney Deb Foppert asked if it could be 60 days because most of the rentals from the Navy are 10 months. Mr. Carlson asked if it could be similar to all the other rentals in the neighborhood. We do not want a burden or nuisance to the neighbors he responded to Mr. Carlson.

Commissioner Swistak is ok with 60 days. All Planning Commissioners agreed.

A motion was made by Commissioner Swistak and seconded by Commissioner Cochran to send an advisory opinion to the Zoning Board as follows with the included amendments:

"At the direction of the Zoning Board of Review on August 25, 2020, the Planning Commission met on September 2 and September 16 to review the referenced application (see attached minutes). This application was sent to the TRC on August 31 (minutes attached). The Zoning Board of Review asked that an advisory opinion be rendered on this application per Zoning Ordinance Article 11 – Jamestown Village Special Development District. The application dated July 24 gives the following facts on the application:

- 1) R-8 Zoning District;
- 2) The Lot is 22,000 square feet (where 8,000 are required per lot, for a single-family home);
- 3) The existing conditions on site include a main house and an accessory, or secondary dwelling unit;
- 4) The existing secondary dwelling unit (on one lot) was granted permission to be such by a variance granted in January 1989. Relief was granted for side and rear setbacks at that time as well. That approval was conditioned that if the property is subdivided then the variance shall terminate;
- 5) The Zoning Officer, Chris Costa has made the determination that this proposal is two dwellings on one lot per 82-303 and not a house plus an accessory structure per 82-311 and therefore both structures should meet the setbacks for a primary structure. Dimensional relief will be required for setbacks as proposed. The requested relief from Section 303 (limits one house per lot) is appropriately requested;
- 6) The application requests a new, 900 square ft, structurally and aesthetically improved, second, accessory dwelling unit to replace the existing 400 square ft dwelling that meets the setbacks of an accessory structure;
- 7) The relief is requested to appropriately house an elderly mother in the near term which includes making the living quarters "accessible".

In reviewing the application with respect to Zoning Ordinance Article 11, we offer the following: Article 11 is specific about its applicability in Section 82-1101. R-8 is within the Jamestown Village Special Development District. Section 82-1101 I. states that development within the R-20 and R-8 Zoning Districts shall be reviewed by the Building Official during the building permit



process to determine compliance with the development standards in Article 11. It continues to say that all applications for development, redevelopment, or expansion shall be filed with the Town Planner and shall be reviewed per section 82-411 except as noted in 1106-B and 1106 C.2.

Section 82-1105 states that “Existing buildings and appurtenances that do not conform to the provisions of this section may continue in use and form as they are until a Substantial Modification is requested, at which time the TRC shall determine the provisions of this section that apply.” Both the TRC and the Building Official have determined that Article 11 is not applicable to this application.

Section 82-1109 states that in the R-8 district, “Buildings in each Zone shall conform to the uses of Table 3-1. Uses that do not conform shall require approval by Special Use Permit or Variance in conformance with Article 6 herein.”

#### Section 82-411 Technical Review Committee

C. Advisory Review (to PC) does not apply to this application because it does not meet any of the following criteria:

- Any application or action requiring a public hearing before the Planning Commission;
- Major Subdivision or Land Development Project;
- Minor Subdivisions or Land Development Project;
- Zone Change recommendations to the Town Council;
- Pre-application review of Major Subdivisions
- Development Plan Review under Article 11 of the Zoning Ordinance for applications meeting the definition of a Substantial Modification in the CL, CD, CW and P and including one or more of the following criteria:
  - 1) Is valued at more than 50% of the replacement cost of the entire building;
  - 2) New construction other than single family;
  - 3) Fifty percent or greater alteration of a building exterior
  - 4) Fifty percent or greater alteration of street façade;
  - 5) New use; or
  - 6) Expansion of use which requires more than 15 parking spaces.

Section 82-411 D. TRC Administrative Review does not apply to this application because it does not meet any of the following criteria:

- Pre-application review of Minor Subdivisions (if requested)
- Setting, reducing or releasing performance bonds
- Requests for reinstatement or extension of applications as required by Regulation
- Recommendations to the Town Council on matters other than zoning amendments as requested.
- Development Plan Review under Article 11 of the Zoning Ordinance for applications meeting one or more of the following criteria in the CL, CD, CW and P.
  - 1) the development of new single-family dwellings;
  - 2) a change in parking layout or the addition of up to 15 parking spaces; or
  - 3) a change in site design or lot coverage that changes the on-site drainage patterns and how stormwater may impact abutting or nearby properties.

**Therefore, the Planning Commission reviewed this application per 82-501 A.5. which states that the Zoning Board of Review has the power to “refer matters to the planning commission, or to other boards or agencies of the town as the zoning board may deem appropriate, for findings and recommendations”.**

**Findings:**

- 1) According to the building footprint plan and testimony submitted by the applicant, there is a lot of non-conforming accessory structures in the neighborhood and the village as shown on the referenced plan highlighting accessory structures;
- 2) Having a subservient structure towards the rear of the lot is typified in the Jamestown Village Design Guidelines and required in the Zoning Ordinance Table 3-2 that outbuildings/accessory structures be setback 20' minimum plus the building setback. The applicant submitted a document detailing the projects compliance with the Jamestown Village Design Guidelines with visual graphics of the proposed cottage comparing exterior details by photograph of the main house;
- 3) The following relief is necessary for this application:
  - a. Section 303 (1 dwelling unit per lot) – the previously granted relief (variance) in 1989 will go away once the existing accessory structure is removed;
  - b. Dimensional variance for setbacks;
- 4) The placement of the replacement accessory dwelling unit more appropriately sits towards the back of the lot and not in line with the existing historic house, where the required 30-foot setback would place it;
- 5) Moving the replacement accessory dwelling unit towards the front of the lot would block the view of the neighbors to the west and disrupt the historic rhythm of the neighborhood;
- 6) There were 6 abutters on the Zoom call on September 2, 2020;
- 7) This property is subdividable into two lots and that by-right option seems less favorable to the character of the neighborhood than replacing the existing structure. Subdividing would remove the historic greenspace to the east of this lot and place another large structure in the neighborhood;
- 8) The applicants are willing to relinquish their right to subdivide if granted relief for their request;
- 9) An old, large cherry tree exists in the yard that would be disrupted if the setbacks for a primary structure were adhered to;
- 10) The new building is a significant improvement architecturally and aesthetically over existing structure. Design is consistent with the style and historical character of the main house and the neighborhood;
- 11) As proposed, the siting of the proposed structure 10 feet from the rear property line reduces the existing nonconformity of the rear lot line by 4 ft. over the existing situation;
- 12) The applicant argued that the proposed structure, if considered an accessory structure, eliminates all nonconformity and is fully compliant with size and setback requirements when considered as an accessory structure. The proposed siting in the rear corner of the lot minimizes any water view obstruction with respect to the replacement structure and is consistent with the Village Design Guidelines as well as the historical pattern of the neighborhood;
- 13) Applicants have retained an architect with significant expertise in shingle style and Victorian houses from the late 19th century, appropriate for this project;
- 14) The applicant noted that moving the structure closer to the street would negatively affect the historic balance of the structures on the lot, and would be inconsistent with the Village Design Guidelines. The applicant also noted that, from his conversations with the neighbors, this option would also be objectionable to neighbors on Brook Street;
- 15) Both the Planning Commission and the applicant agreed that the Accessory Family Dwelling Unit (AFDU) option is an alternative that serves many needs of the applicants. The TRC and Planning Commission encouraged the applicant to consider this option and would look favorably on an AFDU application based on current design and siting;



- 16) Per Planning's understanding an AFDU would require a special use permit per section 82-1402(H) since the structure does not meet the setbacks of the primary structure in lieu of a dimensional variance since the proposed structure complies with all accessory structure requirements; per section 82-1402(H);
- 17) The buffer of trees between the applicants house and the accessory dwelling and the house to the north had been accidentally removed by the applicants landscaper;
- 18) The large open green space created by this lot and the adjacent lot owned by the Carlson's is a significant enhancement to the neighborhood and should be preserved if at all possible; and,
- 19) The Planning Commission discussed the following scenarios at the September 2 and 16 Planning Commission meetings:
  - a. Existing building is renovated;
  - b. The existing building is demolished and rebuilt with the approximate same dimensions but with greater setback from the rear;
  - c. The existing building is demolished and a new, bigger (accessory style) building is built with greater setbacks;
  - d. The construction of the proposed (accessory style) building is built and used as an "Accessory Family Dwelling Unit" per Zoning Ordinance Article 14;
  - e. The property is subdivided and a new house built on a lot to the east of the existing house;

**Recommendations:**

Several findings were important to the Planning Commission when deliberating a recommendation:

- 1) The existing building is unable to be reasonably renovated;
- 2) The applicant currently has the right to the existing rentable accessory dwelling unit as long as they forego the right to subdivide;
- 3) The property is subdividable and the owners were willing to forego that right to get the new proposed accessory dwelling unit;
- 4) The applicants, and the neighbors to the north and west seemed amenable to moving the proposed structure 15 feet from the rear property line instead of the proposed 10, with the addition of mature plantings along the fence of the applicant's northern property line;
- 5) Although determined to be a second dwelling unit on the lot, the proposed "ancillary" or "accessory" structure is architecturally harmonious with the main structure and designed in a way as to not compete in scale or volume with the primary building mass; and,
- 6) The owners are not interested in short term rental, which could be disruptive to the neighborhood.

The Planning Commission hereby recommends the Zoning Board approve the proposed application with the following conditions:

- 1) The proposed structure is 15 feet from the rear property line;
- 2) Mature (10+foot) evergreen trees are planted along the northern property line to provide a buffer and provide privacy for the Whitaker property (plat 9 Lot 521, 23 Friendship Street);
- 3) The right to subdivide is removed until such a time that the second dwelling unit is eliminated in the future. At that time, the building official and Town Planner must approve a reintegration plan for removing the second dwelling unit. At that time it shall be made into living space, gym, storage or the like which will include at a minimum, removal of the kitchen sink, range and power for such; and,
- 4) Zoning Board should prohibit any short-term rental (less than 60 days) of the proposed dwelling as part of any approved relief."



Attorney Kristen Maccini asked about the fence being replaced with something larger as an adjunct to the plantings. Ms. Bryer said zoning regulations only allows a 6 foot fence. Ms. Maccini's clients said there is a fence there now and the trees may take a while to create a green fence. Commissioner Enright said she doesn't think it is necessary to add a fence into the motion and the neighbors should work together to come up with a solution. Commissioner Swistak wants to go with this as written at this point and zoning gives final approval.

So unanimously voted:

Michael Swistak – Aye  
Rosemary Enright – Aye  
Bernie Pfeiffer - Aye  
Michael Smith - Aye

Duncan Pendlebury – Aye  
Mick Cochran - Aye  
Dana Prestigiacomo - Aye

Don Carlson thanked the board.

## VII. New Business

**1. 63 Conanicus Avenue – Plat 8 Lot 181 – Owner Charles E. Cabral, Applicant SREG LLC., Proposed 3 unit Multi Family Dwelling per Zoning Ordinance Article 10 and Development Plan Review in the Jamestown Village Special Development District with the following relief requested:**

- **Section 82-302, Table 3-1: Special Use Permit for Multifamily Dwelling Structure in R-20 Zoning District;**
  - **Section 82-302, Table 3-2: Lot Size for Multifamily Dwelling Structure - Variance from 200,000 sq. ft. required lot size in R-20 District where the lot is currently 15,232 sq. ft. +/-**
  - **Section 82-1006.5, Open Space Requirements for Multi Family Dwelling Structures = one square foot of open space per square foot of gross floor area, undetermined amount provided.**
- a. **Development Plan Review within the Jamestown Village Special Development District**
  - b. **Recommendation to the Zoning Board for Special Use Permit for Multifamily Dwelling Structure - review, discussion and/or action and/or vote**

Commissioner Swistak asked Town Planner Lisa Bryer to give the Planning Commission information on this application. She indicated that two TRC meetings were held; the first plan was not well received. They came back with a different plan and a new architect, she was very happy with the outcome.

Commissioner Pendlebury was a member of the Technical Review Committee and said the first round had a number of major issues in the opinion of the TRC. The applicants came back in the 2nd round and addressed everything we had discussed and there was a substantial improvement.

The façade changed and they have chosen to drop down the height to 35 feet, it looks and fits the location. Commissioner Pendlebury is in favor of this application.

Attorney Christian Infantolino said currently there are 5 units, they will take away the 5 and put 3 units, making it more conforming. He explained what they will be looking for from zoning as far as relief.

He introduced the applicants Jeff Saletin and Cris Crecelius from SREG, Bill Burgin, Architect and Jason Clough, Diprete Engineering

Jason Clough with Diprete Engineering explained the existing units and structures and said they will need an assent from CRMC. Jason Clough gave his background, he is a licensed PE since 2009 with Diprete Engineering. He is also licensed in Ct. and Ma. A motion was made by Commissioner Swistak and seconded by Commissioner Smith to accept Mr. Clough as an expert witness. So unanimously voted.

He explained the gross floor area and open space shortage. They are 537 sq. ft. short. It will be an improvement over existing condition. Town water and sewer are connected. There was discussion about whether they could count the driveway as part of the open space. Lisa Bryer said this is not a determination of Chris Costa, it is very clear in the zoning ordinance that driveways are not part of open space.

A motion to accept Bill Burgin as an expert witness was made by Commissioner Swistak and seconded by Commissioner Smith. So unanimously voted.

Mr. Burgin said they kept the building at 35 feet. It would have been easy to go above the 35 feet with design but they were able to make it work. They tried to scale the building to look like individual homes and although it is 1 building it does look like 3 separate buildings. The materials will be shingle siding and wood or synthetic trim, asphalt shingles for the roof and possibly cedar shingles on some parts. Hurricane proof glass windows down below they are looking at alternative materials for the breakaway walls. Brick veneer for the chimneys. He has not talked to the Fire Department yet regarding clearance to get in the back part of property for fire and safety but he will. He is open for any questions.

Commissioner Pendlebury asked Mick about the deck hanging over the driveway and his thought was would an ambulance get around the back? Mr. Burgin said the driveway is 12 feet wide and they can excavate the driveway down and probably meet the fire standard. What do they need for height? Lisa will coordinate with the Fire Dept.

Commissioner Cochran asked about the current buildings that are there.  
Are people living there now?

Cris Creselius said the property is rented to 5 individuals. Commissioner Cochran said he is a little concerned that this displaces people that live there now and it adds a huge edifice walling of the Beachfront. We have Kens Barber shop and then these rentals and all the green of Shoreby Hill. It troubles him a bit. Mr. Burgin said they were trying to individualize the mass of the buildings.

A discussion ensued regarding the draft memo and some additions were made regarding the façade being cedar shingles and the breakaway panels will be wood.

Mr. Infantolino asked if a composite material came up that is a good material would that be acceptable?

Lisa Bryer asked will the breakaway walls end up in the ocean after a storm? If they did she would want to see them made out of wood not plastic. Jeff Saletin said they are comfortable using wood.

The planning commission discussed the motion and made suggestions. Commissioner Prestigiacomo wondered about signage. Since it is 3 private residences it will only have addresses replied the applicant. For the sidewalk, the applicant comes up with bond requirement and the town reviews it. They are responsible for getting RIDOT approval.

A discussion ~~ensured~~ ensued regarding the applicant being able to submit the application for Mondays deadline for Zoning. Everything will be included in the motion and it is the applicants responsibility to get the information to the Zoning office. Ms. Bryer will send an email to Chris Costa and Pat Westall and let them know the memo is coming.

A motion was made by Commissioner Swistak and seconded by Commissioner Smith to approve the application based on the Draft Memo from Lisa Bryer as amended:

“The application of SREG Management LLC, 63 Conanicus Avenue was reviewed by the Planning Commission on September 16 as shown on the plans entitled:

- 63 Conanicus Avenue, Site Layout Plan, Sheet 1 of 1 dated revised 3-13-20;
- The following plans by Burgin Lambert Architects dated 8-17-20
  - Ground Floor
  - First Floor
  - Second Floor
  - East Elevation
  - Streetscape dated 7-27-20
  - 3 front renderings dated 9-2-20

The Planning Commission, by a vote of 4 in favor and one opposed, hereby grants Development Plan approval based on the following finding of fact and subject to the following conditions of approval:

Findings of Fact:

1. The application was reviewed under the standards of Zoning Article 10 - Multi-Family Dwellings and Article 11 – Jamestown Village Special Development District;
2. This application has been reviewed by the TRC two times, June 4, 2020, and September 3, 2020 as required. (See attached Minutes from TRC);
3. This property is located in the R-20 Zoning District. Multi-Family Dwellings are permitted in this district with 200,000 square feet by Special Use Permit. This parcel has 15,232 square feet;



4. The Jamestown Tax Assessor Database has the existing structure as a 5-unit residential building. The total existing bedroom count is 6 and total living space is 2,477 square feet, making the units on-average less than 500 square feet;
5. The following relief is requested:
  - Section 82-302, Table 3-1: Special Use Permit for Multifamily Dwelling Structure in R-20 Zoning District;
  - Section 82-302, Table 3-2: Lot Size for Multifamily Dwelling Structure - Variance from 200,000 sq. ft. required lot size in R-20 District where the lot is currently 15,232 sq. ft. +/-
  - Section 82-1006.5, Open Space Requirements for Multi Family Dwelling Structures = one square foot of open space per square foot of gross floor area, the application is lacking 537 square feet.
6. There is adequate parking on site for the proposed use;
7. Fire Chief Bryer has determined that there is adequate dwelling unit access for both Fire Trucks and EMS vehicles from the front of the units;
8. The application was represented by Attorney Christian Infantolino. Jason Clough, PE, DiPrete Engineering, and Bill Burgin, Architect were accepted as expert witnesses. Jeff Saletin, SREG and Cris Creselius, SREG also spoke on behalf of the application;

Conditions of Approval:

1. The stone used in the stone walls will be specified and approved as comparable to the surrounding stone walls with indigenous stone by the Public Works Director and Town Planner prior to construction;
2. The sidewalks along the Conanicus Avenue frontage will be reconstructed to RIDOT specifications with the appropriate curb cuts and handicap ramps and markings. A RIDOT Physical Alteration Permit will be sought and the work completed prior to securing a Certificate of Occupancy. Security in the form of cash or bond shall be posted for this work in an amount determined by the Applicants Engineer and confirmed by the Town Public Works Director prior to final Planning Commission approval;
3. The Fee in Lieu of Open Space and Recreation not be required for this application since it is a reduction of units to current situation;
4. A Condo Association will be formed for the purpose of maintenance of the common areas;
5. Condominium Documents shall be submitted and reviewed by the Town Legal representatives prior to recording;
6. Any site signage shall be in compliance with the Zoning Ordinance and approved by the Building Official;
7. A landscaping plan shall be prepared by a RLA specifying the type and number of species.
8. Any exterior illumination will be shielded downward on all sides of the building and landscaping and not onto or towards Conanicus Avenue;
9. The proposed improvements, as shown on the plans referenced within this Memorandum, shall be constructed in strict conformance with the approved plans noted above and shall include:
  - a. Façade siding will be cedar shingles;

- b. The ridge will be set at 35 feet from average existing grade;
  - c. Breakaway walls will be wood panels;
10. Final Development Plan Approval shall be granted by the Planning Commission subsequent to Zoning Board approval."

So voted:

Michael Swistak – Aye  
Rosemary Enright – Aye  
Bernie Pfeiffer - Aye  
Michael Smith – Aye

Duncan Pendlebury – Aye  
Mick Cochran - Nay  
Dana Prestigiacomo - Aye

Motion carries 6-1

**2. DeArezzo/Pederson – 141 Beacon Ave. Plat 15 Lot 286 - Zoning Ordinance Section 314 – High Groundwater Table and Impervious Overlay District Sub-district A review - Recommendation to Zoning Board of Review – review, discussion and/or action and/or vote**

James Traglia from Principe Company, Inc made a presentation to the Planning Commission explaining the project.

Commissioner Swistak asked about the rain garden. Is it designed for current standards? Yes, it has capacity for more than a 10 year storm, said Mr. Traglia.

A correction to the side yard setback needs to be made because there are 2 different numbers, Commissioner Pendlebury pointed out. This will be done prior to zoning submission.

A discussion ensued regarding the Findings of Fact and Conditions of Approval. Ms. Bryer noted the changes.

A motion was made by Commissioner Swistak and seconded by Commissioner Smith as follows: with amendments:

"At the September 16, 2020 a Planning Commission meeting, held remotely by Zoom where all Planning Commissioner were present, the Planning Commission voted unanimously to recommend to the Jamestown Zoning Board, approval of the application of Mark D'Arezzo and Esther Pederson: AP 15, Lot 286; 141 Beacon Avenue, Jamestown, RI; being reviewed under Zoning Ordinance Section 314 - High Groundwater Table and Impervious Overlay District Sub-district A review in accordance with the plan entitled "Soil Erosion & Sediment Control Plan for 141 Beacon Ave, AP 15 Lot 286 in Jamestown Rhode Island dated revised 9/8/20. The plans are prepared by Principe Company, Inc. Engineering Division, PO Box 298, Tiverton, RI 02878, 401-816-5385.

The recommendation for approval is based on the following findings of facts and recommended conditions of approval as noted in the Memo from Jean Lambert, PE and amended at the Planning Commission meeting:

Findings of Fact Section 314



1. The property is 10,380 square feet (sf) in area;
2. The existing site is developed with a house, driveway, well, and an advanced treatment OWTS (Septi-tech to bottomless sand filter);
3. Existing impervious cover is approximately **1,056 sf or 10.2%**.
4. The Town database indicates that the OWTS was installed in February 2020 and is current for maintenance;
5. Topography on the lot slopes from east to west on the site;
6. There are no freshwater wetlands on the property;
7. The Applicant is proposing to construct a 240 square foot covered porch over an existing deck;
8. The soil evaluations results show that the site falls under **Sub-district "A"** requirements of the High Groundwater Table and Impervious Layer Overlay District with 22: to the seasonal high-water table and 39" to impervious soil.
9. The maximum impervious cover allowed is **13% or 1349 sf.**;
10. The total proposed impervious cover will be **1,296 sf or 12.5%**;
11. The existing well and OWTS will remain;
12. A rain garden is proposed to provide water quality treatment and stormwater mitigation of new rooftop runoff. The required stormwater treatment volume for the new rooftop is 78.4 cubic feet (cf) and 84 cf is provided in the proposed rain garden.;
13. The applicant's representative James Traglia of Principe Co, Inc, was present at the Planning Commission meeting and represented the applicant before the Planning Commission on 9-16-20;
14. Jamestown Engineer Jean Lambert provided correspondence to Chris Costa, Building Official and Lisa Bryer, Town Planner dated September 10, 2020 regarding the D'Arezzo-Pederson application (attached).

#### **Recommended Conditions of Approval**

1. An erosion and sediment controls must be installed at the down gradient limits of site disturbance and maintained until stabilization of the site is attained;
2. Maintenance and inspection of the existing OWTS shall continue as required by the Town Onsite Wastewater Management Ordinance;
3. The rain garden shown on the approved site plans must be installed and maintained as outlined on the rain garden noted on the approved site plan;
4. The Operation and Maintenance (O & M) Plan (reproduced in 8.5" x 11" for the stormwater mitigation (rain garden) shall be recorded in the Office of the Town Clerk with the Zoning Approval and evidence of such shall be provided to the Zoning Enforcement Officer as well as the Planning Department; and,
5. Any additional future site work including a change to the driveway surface that increases the area of impervious coverage will require a review following the requirements of the High Groundwater Ordinance."

So unanimously voted:

Michael Swistak – Aye  
Rosemary Enright – Aye  
Bernie Pfeiffer - Aye  
Michael Smith – Aye

Duncan Pendlebury – Aye  
Mick Cochran - Aye  
Dana Prestigiacomo - Aye


### VIII. Adjournment

A motion to adjourn was made at 9:05p.m. by Commissioner Enright and seconded by Commissioner Smith. So unanimously voted.

Michael Swistak – Aye  
Rosemary Enright – Aye  
Bernie Pfeiffer - Aye  
Michael Smith – Aye

Duncan Pendlebury – Aye  
Mick Cochran - Aye  
Dana Prestigiacomo - Aye

Attest:

  
Cynthia L. Reppe



TOWN OF JAMESTOWN  
P.O. Box 377  
93 Narragansett Ave.  
JAMESTOWN, RHODE ISLAND 02835

Planning Office - 423-7210  
Fax - 423-7226

Approved As Amended  
**PLANNING COMMISSION MINUTES**  
October 7, 2020  
**7:00 PM**

**PURSUANT TO EXECUTIVE ORDER NO. 20-46 EXECUTED BY  
GOVERNOR GINA RAIMONDO ON MARCH 16, 2020  
THIS MEETING WAS TELECONFERENCED VIA ZOOM**

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

The meeting was called to order via zoom at 7:00 p.m. Commissioner Swistak read the statement for zoom meetings and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Mick Cochran
Bernie Pfeiffer	Dana Prestigiacommo
Michael Smith	

Also present:

Lisa Bryer, AICP – Town Planner  
Wyatt Brochu – Town Solicitor  
Cynthia Reppe – Planning Assistant  
Mark Liberati - Attorney  
Susan & Scott Wynn – Applicants  
Connie Slick, abutter  
Ben Rocha – DBR Builders Inc.

**II. Public Hearings**

Planning Commission sitting as the Local Review Board pursuant to RIGL 45-53  
Low and Moderate Income Housing Act:

**Combined Master Plan Informational Meeting  
and Preliminary Public Hearing for:**

**53 Narragansett Avenue, Assessors Plat 9 Lots 207, owner Jamestown Center  
Partners Inc. and applicant Church Community Housing Corporation, for a  
Comprehensive Permit for low- and moderate-income housing.**

**This project consists of conversion of an existing building (formerly Bakers  
Pharmacy) into a multi-family condominium complex with nine residential units  
including 3 Low- and Moderate-income units. The Local Review Board shall have  
the authority to review and issue the comprehensive permit per Jamestown Zoning**



**Ordinance Article 17 and RIGL Title 45 Ch. 53 as amended, including the necessary relief from the Zoning Ordinance as stated below.**

**The application seeks the following approvals/relief:**

**Special Use Permit and Development Plan Review being reviewed as a Comprehensive Permit under Zoning Ordinance, Article 17 – Low- and Moderate-Income Housing, and Article 11 Jamestown Village Special Development District.**

- 1. Article 3, Table 3-1 Permitted Uses. Special Use Permit required for Multifamily Structure 3-12 units. 9 units are proposed.**
- 2. Article 3, Table 3-2 Dimensional Regulations. 20,000 square feet required. Site has 16,219 square feet. Note Article 82-1705 allows for a 30% density bonus, so the site has sufficient square footage under that Article.**
- 3. Article 10 Multifamily Dwellings. Review and approval.**
- 4. Article 11 Jamestown Village Special Development District. Section 82-1101 is applicable because it is a new use, going from mixed use (office/retail/residential) to all residential, and the value of the improvements is more than 50% of replacement cost.**
- 5. Article 12 Parking. Section 82-1202 provides that parking shall be in rear of building.**

A motion to open the hearing was made by Commissioner Smith and seconded by Commissioner Enright. So unanimously voted.

Michael Swistak - Aye	Duncan Pendlebury – Aye
Rosemary Enright – Aye	Mick Cochran - Aye
Bernie Pfeiffer - Aye	Dana Prestigiacomo - Aye
Michael Smith – Aye	

Motion carries 7-0

Attorney Mark Liberati said late this afternoon the Executive Director of Church Community Housing Corp, Christian Belden, asked for a continuance for this matter. A letter was submitted late today. The estimate for construction for the project has skyrocketed from the initial number. They are hoping that by Oct 21 it can be modified to go forward.

Commissioner Swistak made a motion to continue the hearing until October 21, 2020 at 7:00 pm via zoom. It will be posted on the town website and the Secretary of State' web site. Commissioner Smith seconded the motion. So unanimously voted.

Michael Swistak - Aye	Duncan Pendlebury – Aye
Rosemary Enright – Aye	Mick Cochran - Aye
Bernie Pfeiffer - Aye	Dana Prestigiacomo - Aye
Michael Smith – Aye	

Motion carries 7-0

**II. Approval of Minutes September 16, 2020; review, discussion and/or action and/or vote**

A motion was made by Commissioner Enright and seconded by Commissioner Smith to approve the minutes with the following change:

Page 9, paragraph 5 – A discussion **ensued** ~~ensured~~

So voted:

Michael Swistak - Aye	Duncan Pendlebury – Aye
Rosemary Enright – Aye	Mick Cochran - Aye
Bernie Pfeiffer - Aye	Dana Prestigiacomo - Aye
Michael Smith – Aye	

Motion carries 7-0

### III. Correspondence

1. FYI – memo to Zoning Board – Re: 63 Conanicus Ave. Received

### IV. Citizen's Non-Agenda Item – nothing at this time

### V. Reports

1. Town Planner's Report

The town council approved the amendment to building heights, we have an additional 6 feet in the flood zones. 1 council member recused.

### VI. Old Business

1. **8 Clinton Ave. Jamestown RI - Plat 9 Lot 210 – Proposed Duplex in CD Zoning District. Development Plan Review in the Jamestown Village Special Development District - review, discussion and/or action and/or vote**

Town Planner Lisa Bryer gave some background on this application. It has been before TRC twice in the last few months. They **applicants** were asked to make changes and came back but we still do not have any official plans of the project, just sketches of possibilities. We do have some elevations of the project originally submitted **for scale** but **not for the exact changes** that will **change be made** based on **documented change suggestions**. ~~for scale, but not for the exact changes.~~

Commissioner Pendlebury asked Ms. Bryer can you confirm that the materials submitted conform to the requirements for the application? Is everything in the package submitted for the commission to see? Yes, but there are no formal plans for final elevations. We have ideas in the form of pictures from other structures but we do not have elevations which would show you what the final project will look like.

Commissioner Pendlebury said we can make comments but the memo notes that we are willing to give up the last review at the Planning Commission and he is not sure that is appropriate. We will need to review again; there are still gaps in the application that will need to be formalized.



Commissioner Swistak said we have Scott and Susan Wynn with us, and asked the applicants if there is anyone else on their team to present. No. The applicants think there is sufficient information to make a vote tonight. They will build it the way they were asked to Mr. Wynn said. Mr. Wynn said the commission has received the packet of information that the applicant submitted last week which should be complete.

Scott Wynn said this is a building on Clinton Ave that is an existing 2 family structure in tough condition. They own the property next door and watched it go into disrepair. When it went up for sale, they purchased it and rented it out for 2 years. They tried to save the building that was there but decided to tear it down. They submitted plans by an architect and the building inspector referred it to planning. He thought they have satisfied the TRC comments. Generally, they think Jamestown needs housing for individuals that are getting older for rental or purchase. They focused on an aging in place theme. They have a proposed site plan and architectural drawings that show renderings.

Mr. Wynn said Commissioner Pendlebury made suggestions on the rake and fascia. This is a look they like and the constructability of it is easy and can be built economically by the builder. The next area discussed was the porch area. They provided pictures of two different types of railing.

They showed a different one like one recently built on Narragansett Ave.

Commissioner Cochran asked, are the cupolas functional? No. Will these be condos or apartments? Rentals is what they are anticipating. They live in the 2-family next door that they also own. Are you legal residents in Jamestown? No, he said, Charlestown, Ma.

Commissioner Pendlebury noted that through TRC they have listened to the comments, what Pendlebury is looking at is a documentation issue. The drawings have a number of loose ends, it's a patch job and he is throwing it out here for the PC to consider. It doesn't show the roof extensions on the eaves we just have a couple of photos that show different things. Roof details, it does not show on the drawings. There was a request to address the windows to make them more in alignment as shown in the Design Guidelines and that has not been done said Pendlebury. Mr. Wynn said they would do that but has not changed the drawings.

Commissioner Swistak asked Mr. Wynn are you in the process of having plans updated to reflect what the final build will look like? No, he said. They don't want to pay an architect to redo plans but the builder can build it without plans.

Ms. Bryer addressed the applicant and noted that you have to go to Mr. Costa with a set of plans. How will the builder know what to build and how will the building official know what to approve? There are still some unanswered questions. They are talking

about is what is it going to look like? There will be no permit issued without elevations. Wynn said it doesn't matter whether it is clapboard or shingles both are permitted.

Commissioner Pendlebury said in the minutes the contractor said it will be incorporated into the project or packet. It is very difficult because these original renderings are your worse enemy. They do not comply. The Planning Commission is not seeing anything adjusted so it is very difficult for them to say we are comfortable with what you are showing us. Window modulation and rhythm and alignment have not been addressed. He understands that they don't want to pay any more money to the architect. The set of drawings that go before the building inspector needs to show what is going to be built. You will have to do it anyway.

Commissioner Pfeiffer said there will be a stamp on the plans that are submitted.

Commissioner Swistak saw an abutters hand raised and called on Connie Slick. She said Scott and Susan Wynn currently are east of her. She wishes them well in their plan. They have a vested interested in this application. The house has broken windows, the yard a mess and looks like there could be rodents inside living in it. She had to present a plan with drawings when she redid her building and she does not think it is unreasonable to suggest that they do the same. Their current residence has peeling paint that falls in her driveway and is in disrepair.

Commissioner Enright is very concerned about the lack of a detailed plan with regards to water runoff and what kind of plants that would be used in the rain garden. That is standard information to provide. She is concerned about the parking and it came up at TRC. She is not happy with the parking in front, . Also has a survey been done? Connie Slick said she wants to see a survey. She spoke to Mr. Darveau who does not remember doing a survey on the old house. Mr. Wynn can submit a survey.

Is there a lighting plan Ms. Slick asked? Mr. Wynn said they have no plans for any lights in the rear towards her house or of any additional lights.

Commissioner Swistak said he wants to see a detailed final plan that incorporates all that we have discussed.

Commissioner Smith thinks we can go forward and have them amend the plan.

Mr. Wynn said allow us to go forward to start with respect to the items in the supplement. In a short period of time he will have the details drawn as a plan. He will review with Duncan Pendlebury and make sure they are in line with what Pendlebury asked for. He can submit a survey to Chris Costa.

Commissioner Swistak said if we allow the Wynns to move forward can Costa issue a building permit with conditions? Any conditions should be specific in order for this to happen. We are talking about amended plans and elevations? Having some open-ended



condition that is not readily determinable is not what we want. Commissioner Swistak discussed the Demo and site prep permit which is separate from the building permit.

Commissioner Cochran said any modification of the plan should go back to staff or TRC and not just to Commissioner Pendlebury.

Commissioner Swistak asked are you committing to have an architect redo a plan? He would rather not go back to the architect and redraw. It includes adding illustrations of the roofline, fixing the cupola and fixing the porch, realigning the windows. Swistak said, it should be a pretty quick deal and not complicated. In order put it in the hands of the contractor you would want the details on a full set of documents. It should not create a continuing issue here. This is not that complicated. Commissioner Swistak is in total agreement with Cochran, it should not be just Pendlebury reviewing it. The Planning Commission can decide if they just want it approved administratively.

Mr. Wynn thinks you can get a demo permit separately. He won't take the building down if he does not get approval, he told the Planning Commission. He will just keep what he has there and fix it up.

Commissioner Swistak said this lot is in the CD zone, this is why you are here, everyone needs to be treated the same. All your neighbors and applicants have been held to the same standard in CD. We just need that final piece of paper. He understands that going back to the architect is not what the Wynns want to do. But it is necessary.

Commissioner Swistak said they can be specific and give him a punch list for what needs to be on drawings to move forward.

Bryer thinks that the planning commission is being put in a position that it should not be. It is the applicant's choice and risk whether they want to demo the building. That has nothing to do with the Planning Commission.

Commissioner Cochran said you can either have administrator review or TRC.

Town Solicitor Wyatt Brochu noted that the Planning Commission should not make any deals dependent on them taking down the building. This is the first time he has been put in this position in 20 years and he feels it exposes the town to liability and it is simple to resolve. Demo is at his own risk. It is his own responsibility.

Commissioner Pendlebury said we want to see a stormwater mgt plan, details on roof, rake, porch, railings, cupola design and window sizes forms and alignments. In the village design guidelines, it shows no horizontal windows. Mr. Wynn said Mike Gray never said anything about a stormwater plan.

Ben Rocha from DBR Building Inc, the Wynns builder joined the meeting late and started speaking. He said the sump pump will be above the water table which will

improve what is already there. If you are not going to increase the volume, he said you do not need a stormwater plan. Ben said they can have someone draw it up. Commissioner Pfeiffer said we normally ask for a stormwater plan with every application that has stormwater issues and is increasing impervious cover.

Commissioner Pendlebury said he represents the planning commission not himself in these meetings. The TRC provides a recommendation, the planning commission makes the decisions.

Connie Slick said this has never happened before in Jamestown, the details and landscape plans in commercial downtown need to be provided, you cannot treat this different. If you go ahead and tear down a building without approval I would think long and hard before issuing that permit.

Lisa Bryer noted there is expansion of the impervious cover which increases stormwater runoff. It is separate than the size of the basement not increasing. The Planning Commission is asking for a stormwater plan that addresses those issues.

Commissioner Swistak would be willing to approve on the condition of bringing it back to the TRC with these changes. He hears the frustration in the delays, he also believes that the Planning Commission has no jurisdiction over the demo permit.

Commissioner Swistak asked the Commissioners to weigh in. Cochran thinks administrative review is adequate or whatever the commission wants; Smith and Prestigiacomo agree. Pfeiffer said assuming that the stormwater plan is done he would agree to go forward. The modification of existing drawings is very quick. Enright and Pendlebury agree and Pendlebury thinks that if the issues are not addressed, he will not approve.

Swistak said they have agreement without a vote but need to put on the record.  
Any comments from Scott or Susan Wynn?

Mr. Wynn said he thinks this a reasonable approach other than the stormwater which he cannot get his head around and accept.

Commissioner Swistak asked Lisa can you be on the record to commit as soon as it is submitted for TRC as quick as possible. She responded that yes, and she heard several reservations about this application approach so wants everyone to understand the TRC can send it back to planning if they need to for final review.

Commissioner Swistak made motion seconded by Commissioner Cochran to grant Preliminary approval to the application of Scott and Susan Wynn subject to the applicants coming back to the Technical Review Committee (TRC) with updated elevation plans that includes roof, roofline, rake, porch railings, window size, form and alignment, cupola

detail and a stormwater management plan. Final approval will be the responsibility of the TRC.

Discussion:

Mr. Brochu asked is the intent of the motion to preliminarily approve this motion conditioned to review and acceptance of the TRC therefore final approval will be the responsibility of the TRC. Swistak responded yes.

Commissioner Swistak asked are we violating anything within DPR to allow the TRC to make this recommendation. Ms. Bryer read from the zoning ordinance which noted that the Planning Commission has approval authority but the Planning Commission is delegating that approval to the TRC. The only reason we are doing this is to expedite the process for the applicant. The Planning Commission is delegating the final review and approval to the TRC.

So voted:

Michael Swistak - Aye  
Rosemary Enright - Aye  
Bernie Pfeiffer - Aye  
Michael Smith - Aye

Duncan Pendlebury - Aye  
Mick Cochran - Aye  
Dana Prestigiacomo - Aye

Motion carries 7-0

A motion to adjourn was made by Commissioner Enright and seconded by Commissioner Smith at 9:05 pm. So unanimously voted.

Attest:

Cinthia L. Reppe



# Town of Jamestown



## PROCLAMATION OF THE TOWN COUNCIL

No. 2020-18

### ARBOR DAY

**WHEREAS:** Arbor Day is observed throughout the nation and world; and

**WHEREAS:** Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

**WHEREAS:** Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

**WHEREAS:** Trees in our town increase property values and enhance the economic vitality of business areas; and

**WHEREAS:** Trees, wherever they are planted, are a source of joy and spiritual renewal; and

**WHEREAS:** Our community has been blessed with a plentiful number and variety of trees which have beautified our landscape and added a touch of nature.

**NOW, THEREFORE,** the Town Council of the Town of Jamestown, Rhode Island does hereby proclaim Friday, April 24, 2020 as **ARBOR DAY IN THE TOWN OF JAMESTOWN**, and does hereby urge all citizens to support efforts to protect our trees and woodlands; and

**FURTHERMORE,** all citizens are urged to plant trees to gladden the hearts and promote the well-being of present and future generations.

By Order of the Jamestown Town Council,

\_\_\_\_\_  
, President

IN WITNESS WHEREOF, I hereby attach my hand and the  
Official seal of the Town of Jamestown this 7<sup>TH</sup> day of December, 2020.

\_\_\_\_\_  
Erin F. Liese, CMC, Town Clerk

Town Copy



October 28, 2019

The Town of Jamestown  
Town Clerk  
95 Narragansett Ave  
Jamestown, RI 02835

To Whom It May Concern:


Enclosed please find a Joint Pole Petition, covering joint NATIONAL GRID-VERIZON pole locations.

If this petition meets with your approval please sign and forward to:  
Wendy Paluch at 280 Melrose Street – 3<sup>rd</sup> Floor, Providence, RI 02907

If you have any questions regarding this permit please contact Ms. Paluch:  
[wendy.paluch@nationalgrid.com](mailto:wendy.paluch@nationalgrid.com) / 401-267-6627

Respectfully yours,

A handwritten signature in blue ink that reads "Christopher Montalto".

Christopher Montalto   
Supervisor, Distribution Design

Enclosures



**PETITION OF THE NATIONAL GRID FOR  
JOINT OR IDENTICAL POLE LOCATION**

**TO THE HONORABLE BOARD OF SELECTMEN  
OF JAMESTOWN, RHODE ISLAND**

**THE NATIONAL GRID & VERIZON NEW ENGLAND INC.**

Respectfully asks permission to locate and maintain poles, wires and fixtures, including the necessary sustain and protecting fixtures to be owned and used in common by you petitioner along and across the following public ways:

**Dumpling Dr  
Relocate Pole 11 25' North**

Wherefore your petitioners pray that they be granted joint of identical location for existing poles and permission to erect and maintain poles and wires together with such sustaining and protecting fixtures as they may find necessary, said poles erected or to be erected substantially in accordance with the plan filed herewith marked:

**WR#28978099 Dated 10/01/2019**

Your petitioner agrees to reserve or provide space for one cross arm at a suitable point on each of said poles for the fire, police, telephone signal wires belonging to the municipality and used by it exclusively for municipal purposes.

**THE NATIONAL GRID**

BY: Christopher Mantalita

**THE VERIZON <sup>INC</sup> NEW ENGLAND INC.**

BY Daryl A. Ross  
ORDER 11/25/2020

The foregoing petition been read, it was voted that the consent at the

\_\_\_\_\_

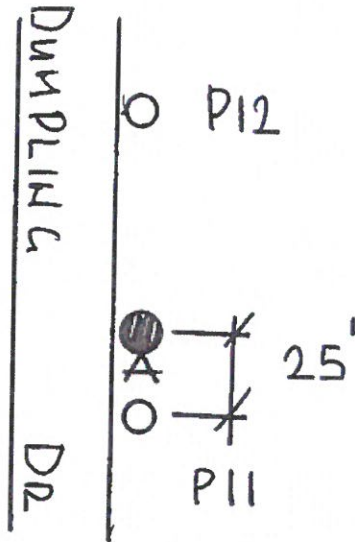
For the use of public ways named for the purposes stated in said petition be and it hereby is granted-----  
work to be done subject to the supervision of

\_\_\_\_\_

A true copy of the vote at the \_\_\_\_\_

Adopted \_\_\_\_\_ and recorded in Records Book# \_\_\_\_\_ Page# \_\_\_\_\_

\_\_\_\_\_  
**CLERK**



\*  
RELOCATE POLE 11, 25' NORTH

THE NARRANGANSETT ELECTRIC COMPANY  
AND  
VERIZON

PLAN TO ACCOMPANY PETITION DATED 10/1/2019

TO THE TOWN OF Jamestown FOR

JOINT POLE RELOCATION ON Dumpling Dr

DATE OF PLAN 10/01/2019

PLAN # 28978099

SYMBOL KEY

- |   |                             |
|---|-----------------------------|
| ● Proposed New JO Pole Location             | ○ Existing JO Pole Location |
| ⊗ Existing JO Pole Location to be Abandoned | ⋈ Proposed JO Anchor        |

MAP # 28978099

DATE OF EXISTING GRANT N/A



December 1, 2020

Jamie Hainsworth  
Town Administrator  
Town of Jamestown  
93 Narragansett Avenue  
Jamestown, RI 02835

Re : Engine 3 Bid Award Recommendation

The Jamestown Fire Department Board of Fire Wardens hereby recommends the Town Council of the Town of Jamestown award the bid for the delivery and acceptance of a 2013 Pierce Impel Pumper (Engine 3) from Siddons-Martin Emergency Group of Denton Texas. This pumper will replace the current 1992 KME Pumper (Engine 3). The cost of the vehicle is not to exceed Two Hundred Sixty Thousand Dollars (\$ 260,000.00). The cost of shipping is not to exceed Seven Thousand Five Hundred Dollars (\$ 7500.00). The total expenditure for the vehicle and shipping will not exceed Two Hundred Sixty-Seven thousand five hundred dollars (\$ 267,500.00).

The current Engine 3 (1992 KME Pumper) will be placed into reserve status.

Sincerely,

A handwritten signature in black ink, appearing to read "J. R. Bryer, Jr.", written in a cursive style.

James R. Bryer, Jr.  
Fire Chief



**Town of  
Jamestown, Rhode Island**

---

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



**Date:** December 2, 2020

**To:** Jamie Hainsworth  
Town Administrator

**From:** Michael Gray  
Public Works Director

**RE:** Bid Award  
Split Rail Fence  
Reservoir Bike Path

---

The Bike Path that is under construction on the reservoir property requires a fence along the length of the earthen dam and retaining walls. Funding for the fencing is from a Grant to construct the path provided by RIDEM.

Bids were advertised for a split rail fence and received November 24, 2020 where they were opened and read in public. One bid was received for the supply and delivery of posts and rails for 1800 linear feet of fencing to be installed by the public works department.

I have reviewed the bid received and recommend that the **materials for 1800 linear feet of split rail fencing be awarded to Statewide Fence Builders, Inc for an amount not to exceed \$12,816.**

## Erin Liese

---

**From:** Clay Boden <clayboden@gmail.com>  
**Sent:** Monday, November 2, 2020 3:58 PM  
**To:** Jamie Hainsworth; tiptoparch@msn.co; Billpiva8@cox.ne; Major510@cox.net; jtownelc@aol.com; mgblanco@cox.net  
**Cc:** Erin Liese  
**Subject:** 11/2 Town Council Meeting - Parking Study - Regarding Dumplings Cove

Greetings Members of the Town Council,

On behalf of Caroline and Jeff Boden, owners of 71 Howland Avenue and Stephen Garnett, owner of 36 Newport Street, we kindly request the parking study completed by Chief Mello regarding Jamestown Boat Yard - Dumplings Drive – be moved to a future agenda to allow time for a thorough review and discussion.

Sincerely,

Caroline and Jeff Boden

Stephen H. Garnett

## Erin Liese

---

**From:** Wendy Shapiro <wendyjaneshapiro@gmail.com>  
**Sent:** Wednesday, October 28, 2020 2:29 PM  
**To:** Erin Liese; Jamie Hainsworth; Tim  
**Subject:** Dog Leashing Ordinances and Animal Control Officers

To Whom it May Concern:

I have carefully reviewed the town ordinances regarding leashing laws in both Middletown and Newport. They both have 24/7 leashing laws.

Both towns also have a full time Animal Control Officer.

If this is the case, why should Jamestown be an exception?

As stated in my previous letters, I am advocating for a 24/7 leashing law in Jamestown and well as reinstating the position of Animal Control Officer.

Thank you for your time and consideration.

Respectfully submitted,

Wendy Shapiro  
45 Pemberton Avenue  
Apt. 16C  
Jamestown, RI 02835-1427  
(401) 423-0063  
[wendyjaneshapiro@gmail.com](mailto:wendyjaneshapiro@gmail.com)

## TRAFFIC STUDY FACT SHEET

---

### What is a traffic study?

A traffic study is a detailed examination and analysis of a transportation system supported by data collection.

The process is as follows:

- A study starts with the identification and definition of a transportation problem, followed by data collection and analysis.
- A study is typically performed to explore a specific aspect of, or question about, a transportation system.
- Study results are usually summarized in a report.

### What is the purpose of a traffic study?

Transportation studies serve to quantify the extent of a transportation problem or to provide an analysis of a proposed transportation solution.

### Who initiates a traffic study?

A traffic study is usually undertaken by the jurisdiction responsible for the transportation system. A study can be invoked by a request from a public official, local resident, or jurisdictional staff member.

### Who should prepare a traffic study?

Traffic studies should be prepared under the supervision of a qualified and experienced transportation professional who has specific training in traffic and transportation engineering and planning. Some jurisdictions require that traffic studies be signed and sealed by a registered professional engineer.

### Who should review a traffic study?

Reviews should be conducted by properly trained transportation engineers or transportation planners in agencies that are responsible for operating transportation systems and planning and implementing transportation improvements

### When should a traffic study be conducted?

The following are some conditions that may warrant conducting a traffic study:

- When a new development is proposed and it will generate substantial new traffic;
- When financial assessments are implemented (transportation impact fees);
- When a major roadway improvement or reconstruction project is proposed;
- When existing transportation problems are evident, such as a high crash location or at a location with complex roadway geometrics;
- When a development is proposed for a sensitive area; and
- At the judgment or discretion of jurisdiction staff based on unusual circumstances.

### How are traffic volumes and parking estimates made for traffic studies?

The current edition of ITE's *Trip Generation Manual* and *Parking Generation* provide information on how to estimate site generated trip generation and parking demands. ITE's website provides additional information on these resources: <http://www.ite.org/tripgeneration/index.asp>

### How much does it cost to prepare a traffic study?

Transportation studies can be expensive and should not be conducted without considering the alternatives. There is no "typical" cost for conducting studies since transportation problems often are unique in scope and sensitive to regional differences in travel patterns. A traffic study can range in cost from a few thousand dollars to hundreds of thousands of dollars based on the complexity and extent of the study.

### How is community outreach conducted for a traffic study?

A variety of media strategies can be used to notify the public of a major traffic study, including but not limited to: direct mailings, newspapers, radio, television, and variable message signs.