



**TOWN COUNCIL MEETING**  
**Monday, December 21, 2020**  
**5:30 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**  
**or 833- 548- 0276 US Toll-free or 833- 548- 0282 US Toll-free**  
**WHEN PROMPTED, ENTER MEETING ID: 843 5745 2412**  
**PRESS # AGAIN TO JOIN THE MEETING**

**JOIN VIA COMPUTER OR MOBILE APP: Meeting**  
**ID: <https://us02web.zoom.us/j/84357452412>**

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

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

*The Town Council will review each license application and vote on it individually. All approvals for licenses and permits are subject to the resolution of debts, taxes and appropriate signatures as well as, when applicable, proof of insurance. Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or take Action and/or Vote on the following items:*

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

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

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

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

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

**VI. UNFINISHED BUSINESS**

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

- A) Upcoming Meetings and Sessions – dates and times
- 1) Town Council Meeting Schedule: Board and Commission Interviews; January 4, 2021 @ 5:00 P.M-Regular Meeting at 6:30 P.M.
  - 2) Schedule Joint Meeting with Jamestown Housing Authority Commission
- B) Review, Discussion and Possible Action to extend the March 16, 2020 Declaration of the Town of Jamestown State of Emergency to January 20, 2021 unless revoked earlier, to curtail the spread of the COVID 19 Virus.
- C) Review, Discussion and Possible Action to extend the Executive Order 2020-1, to January 20, 2021, unless revoked earlier; the continuation of the authorization of the Town Administrator to take any and all necessary actions to implement best practices guidance regarding municipal government actions to curtail the spread of the COVID 19 virus.

**VII. CONSENT AGENDA**

*An item on the Consent Agenda need not be removed for simple clarification or correction of typographical errors. Approval of the Consent Agenda shall be equivalent to approval of each item as if it had been acted upon separately for review, discussion and/or potential action and/or vote. A Consent Agenda item or items may be removed by the Town Council for review, discussion and/or potential action and or vote.*

- A) Adoption of Town Council Minutes
  - 1) December 7, 2020 (Regular Meeting)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Board of Canvassers (September 30, 2020)
  - 2) Board of Canvassers (October 7, 2020)
  - 3) Board of Canvassers (October 13, 2020)
  - 4) Board of Canvassers (October 21, 2020)
  - 5) Board of Canvassers (October 28, 2020)
  - 6) Board of Canvassers (November 3, 2020)
  
- C) Request of Tax Assessor for Specific Abatements & Addenda of Taxes

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

- D) Review, Discussion and Possible Action to Authorize the Town Administrator to Execute an Agreement with Jamestown Chamber of Commerce regarding the Narragansett Ave. Municipal Parking Lot for temporary use during the COVID-19 emergency; with terms and conditions substantially in accordance and as set forth in the existing agreement, subject to final review by the Town Solicitor.

- E) Appointment of Town Solicitor Peter D. Ruggiero, Esq.
- F) Appointment of Assistant Town Solicitor Wyatt A. Brochu, Esq.
- G) Appointment of Assistant Town Solicitor David R. Petrarca, Jr., Esq.
- H) Appointment of Bond Counsel David H. Ferrara, Esq.
- I) Appointment of Probate Judge Mark Liberati, Esq.
- J) Appointment of Alternate Probate Judge Peter D. Ruggiero, Esq.
- K) Appointment of Town Sergeant Fred Pease
- L) Appointment of Tree Warden Stephen Saracino

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

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

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

**IX. 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 16, 2020*

# December

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		<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> Town Council/School Committee Joint Meeting 5:30 pm Town Council/Water & Sewer: 6:30 pm	<b>22</b> Zoning Board of Review 7pm	<b>23</b>	<b>24</b> Christmas Eve Town Hall Close	<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>		

**2020**

# January

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					<b>1</b> New Year's Day Town Hall Closed	<b>2</b>
<b>3</b>	<b>4</b> Town Council Interviews 5:00 Town Council Meeting: 6:30 pm	<b>5</b>	<b>6</b> Housing Authority 10am (PA) Planning Commission 7 pm	<b>7</b>	<b>8</b>	<b>9</b>
<b>10</b>	<b>11</b>	<b>12</b> Library Board of Trustees 5pm (JPL) Conservation Commission 7pm (CR)	<b>13</b> Probate Court 9 am <b>Town Council Agenda &amp; Bills Deadline @ Noon</b> Harbor Commission 7pm	<b>14</b> Traffic Committee 6 pm <b>Town Council Packets</b>	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b> Martin Luther King Day Town Hall Closed	<b>19</b> Town Council Interviews 5:00 Town Council/Water & Sewer: 6:30 pm	<b>20</b> Planning Commission 7 pm	<b>21</b>	<b>22</b>	<b>23</b>
<b>24/31</b>	<b>25</b> Board of Canvassers 7 Pm	<b>26</b> Zoning Board of Review 7pm	<b>27</b> <b>Town Council Agenda &amp; Bills Deadline @ Noon</b>	<b>28</b> <b>Town Council Packets</b>	<b>29</b>	<b>30</b>

2021



## **EXECUTIVE ORDER**

**2020-1**

**March 16, 2020**

### **Declaration of State of Emergency**

WHEREAS, on January 30, 2020 the World Health Organization designated the novel coronavirus, COVID-19, outbreak as a Public Health Emergency of International Concern;

WHEREAS, on January 31, 2020 the Rhode Island Department of Health established an Incident Command System response to COVID-19;

WHEREAS, on January 31, 2020 the United States Health and Human Services Secretary Alex M. Azar III declared a public health emergency for the entire United States to aid the nation's healthcare community in responding to COVID-19;

WHEREAS, on March 9, 2020 the State of Rhode Island Governor Gina M. Raimondo issued Executive Order 20-02 declaring a state of emergency due to the outbreak of COVID-19;

WHEREAS, on March 11, 2020 the World Health Organization declared the outbreak of COVID-19 to be a Pandemic;

WHEREAS, on March 11, 2020 the President of the United States addressed the nation about the threat posed by the outbreak of COVID-19 and announced a restriction on international air travel from 26 European nations for a period of thirty days starting on March 12, 2020;

WHEREAS, on March 11, 2020 the United States State Department issued an extraordinary global health advisory;

WHEREAS, on March 15, 2020 the outbreak of COVID-19 has spread to every continent except Antarctica and infected more than 152,000 people, causing approximately 5,700 deaths;

WHEREAS, the number of countries that are experiencing community transmission of COVID-19 continues to grow;

WHEREAS, community transmission in the United States has occurred in over two dozen states and is an immediate public health threat to the elderly and those with underlying health conditions;

WHEREAS, cases of COVID-19 have been documented in the State of Rhode Island;

WHEREAS, the State of Rhode Island and various public health officials have reached out to the Town of Jamestown to take steps to contain the spread of COVID-19;

WHEREAS, the Town of Jamestown continues to limit the spread of COVID-19;

WHEREAS, Rhode Island General Laws §§ 30-15-12 and 30-15-13, as well as the Town of Jamestown Charter § 305, permit the Town Administrator to declare a state of emergency for the purpose of, among other things: providing for the cooperation in epidemic prevention, preparedness, response and recover; preparing for emergency health threats that require the exercise of extraordinary governmental functions; providing the town with the ability to respond rapidly and effectively to potential or actual public health emergencies; and reducing loss of life;

WHEREAS, Rhode Island General Laws §§ 30-15-9E(4) and 30-15-12(b), permit the Town Administrator and/or Town Council to suspend the provisions of any statute, regulation, or requirement prescribing the procedures for the conduct of town business, or the orders, rules, regulations of any town department, board, or agency, if strict compliance with the provisions of any statute, order, rule or regulation would in any way prevent, hinder or delay necessary action in coping with this emergency; and

WHEREAS, Rhode Island General Laws §§ 30-15-9(e)(3) and (7), and 30-15-12(b), permit the Town Administrator and/or Town Council to transfer the direction, personnel, or functions of town departments and agencies or units thereof for the purpose of performing or facilitating emergency services; to control ingress and egress to and from high risk areas, the movement of persons within the area, and the occupancy of premises therein; and to take appropriate measures for the protection of health, safety, and welfare of the people of the town and to prevent or minimize the loss of life.

NOW, THEREFORE, I, Jaimie Hainsworth, by virtue of the authority vested in me as the Town Administrator of the Town of Jamestown, pursuant to the Rhode Island General Laws and the Town of Jamestown Charter and Code of Ordinances, including but not limited to Title 30, Chapter 15 of the General Laws, do hereby order and direct the following:

1. A state of emergency is hereby declared for the Town of Jamestown due to the dangers to health and life posed by COVID-19, and the City/Town's disaster emergency plan is hereby activated.
2. The Jamestown Emergency Management Director is directed to activate the town's emergency operations center and all necessary city/town emergency response plans, policies, compacts, and agreements, to create and establish mobile support units, and to activate and deploy disaster response teams and disaster response workers to perform disaster response services.
3. All town departments, agencies, or quasi-municipal agencies and boards and commissions performing executive functions shall cooperate fully with the Rhode Island Emergency Management Agency (RIEMA) and the Jamestown EMA Director in all matters concerns this Order. Efforts to provide emergency disaster relief to the Town of Jamestown should be coordinated by and through the Jamestown EMA Director and/or the Town Administrator.



4. All entertainment licenses and special event permits, whether for night clubs, concerts, live music, or other events, are hereby revoked during the period of this state of emergency. The Town will not be issuing any entertainment licenses or special event permits during the period of this state of emergency.
5. Bars and restaurants within the borders of the Town may continue to remain open; however, they are limited to all of RI Department of Health's guidelines, on occupancy restrictions, outside dining, take-out food and beverages regardless of the establishment's size or configuration.
6. Town officials are directed to cancel all non-essential official town meetings, limit the travel of town employees, and postpone all non-essential public events during the period of this state emergency.
7. All town offices and operations shall otherwise remain open with limited access until further notice and shall continue to otherwise operate in their ordinary course of business.
8. Pursuant to the emergency powers granted by the Rhode Island General Laws, and any other applicable provisions of state or local law, I shall from time to time issue additional directives, orders, and recommendations as circumstances require, either written or verbal.
9. Nothing in this Executive Order shall constrain duties and powers of the Town, the Town Administrator, the Town Council or Jamestown EMA Director authorized by Title 30, Chapter 15 of the General Laws and the Town Charter and Code of Ordinances.
10. This Executive Order shall take effect immediately and remain in full force and effect through June 15, 2020. The Town Council has renewed this order: June 15, 2020, to July 21, 2020. July 21 to August 18, 2020, August 18, 2020 to September 7, 2020, September 7, 2020 to October 19, 2020 and October 19, 2020 to November 17, 2020 unless revoked earlier.

So Ordered:

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Jamie Hainsworth

Date

Title: Jamestown Town Administrator

**TOWN COUNCIL MEETING**  
**December 7, 2020**

**I. ROLL CALL**

A regular meeting of the Jamestown Town Council was held on December 7, 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/81914577251> Meeting ID: 819. Town Council Members present were as follows: Michael G. White, Mary Meagher, Nancy A. Beye, Erik G. Brine and Randy White. Also present Town Administrator Jamie A. Hainsworth, Finance Director Christina D. Collins, Town Solicitor Peter D. Ruggiero, Chief of Police Edward A. Mello, Town Planner, Lisa Bryer, Fire Department Chief Jim Bryer, Director of Senior Services Betsy Anderson, Town Clerk Erin Liese, and Denise Gamon, Town Clerk's Assistant

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

Town Clerk Liese called the meeting of the Jamestown Town Council to order at 6:37 P.M. held via Zoom, and led the 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**

Town Administrator Hainsworth introduced Attorney General Peter Neronha.

Attorney General Neronha congratulated every one being sworn in. He was incredibly impressed with what they do in public service. He admires the work they do outside of their normal lives in this great community. With that he administered the Oath of Office to the Town Council.

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

The Oath of Office was administered to the newly-elected Town Council Members by Attorney General Neronha.

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

The Oath of Office was administered to the newly-elected Moderator by Attorney General Neronha.

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

The Oath of Office was administered to the newly-elected School Committee members by Attorney General Neronha.

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

Town Clerk Liese called for nominations for Town Council President.

**A motion was made by Councilor M. White to appoint Nancy Beye as Town Council President with second by Councilor Meagher Vote: Councilor Brine, Aye; Councilor Meagher, Aye; Councilor M. White, aye; Councilor R. White, Aye.**

The meeting was turned over to Town Council President Beye.

Council President Beye called for nominations for Town Council Vice President.

**A motion was made by Councilor M. White with second by Councilor R. White to nominate Mary Meagher as Town Council Vice President. Vote: President Beye, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.**

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

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

- A) 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

Town Administrator Hainsworth reported on the following:

The dedication of the RI Slave History Medallion, that is to be placed at East Ferry, will be erected on December 9 and the dedication will be at a later date due to COVID.

The request of the Jamestown Estates Homeowners Association regarding the sewer line and Westwind Drive is still being looked into. Hoping to have a full report in January with recommendations.

A traffic report was commissioned by a previous Town Council for Dumpling Drive during the summer season. Unless otherwise advised, it will be forwarded to the Traffic Committee.

The Coast Guard has decided to surplus the lighthouse property at Beavertail, as reported to the last Council. DEM, the Beavertail Lighthouse Museum Association and the Town are working on a 3 way MOU. Town Administrator Hainsworth confirmed that the upkeep and maintenance of the lighthouse would be the responsibility of both the Lighthouse Museum Association and the Town.

Jamestown Chamber of Commerce has requested to continue using the Municipal Parking Lot on Narragansett Avenue into the next year. Town Administrator Hainsworth has introduced a MOU to the Chamber of Commerce and will be back before the Town Council for their final approval.

- B) Finance Director's Report: Christina D. Collins
  - 1) General Obligation Bond

Finance Director Collins reported on the closing of \$5.3 million worth of bonds on November 20. The bonds were for the fire truck, road paving, the golf course and dam work. The Town was able to obtain a tax exempt of 1.4% and 2.3% for the taxable which would be for the golf course. By doing a direct purchase with the banks for the bonds and Moody's reaffirmation of a Double A rating, the Town saved a considerable amount of money.

## 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

Meeting dates were reviewed.

- B) Setting of 2021 Town Council Meeting Date Calendar
- C) Possible Adoption and Amendments of Town Council Rules and Procedures

**A motion was made by Councilor Brine with second by Councilor R. White to adopt the Town Council Rules and Procedures Vote: Council President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.**

- 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

Town Solicitor Ruggiero reviewed the history of Wickford Ave and Bay View Drive and advised on the right of way.

**A motion was made by Councilor M. White that the Town Council accept the incipient dedications of Wickford Avenue and a certain portion of Bay View Drive as shown on the Conanicut Park Plat of 1873 and as more specifically shown on that certain map titled Wickford Avenue/Bay View Drive, Jamestown, R.I. December 2020 with second by Vice President Meagher. Vote: Council President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.**

**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
- 2) Letter on interest for appointment
  - e) 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

**A motion was made by Councilor M. White with second by Vice President Meagher to table making any appointments tonight. Vote: Council President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.**

Interviews will be scheduled for Tuesday, December 15 beginning at 4:00 pm.

### **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

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

**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

No requests to address the Council were made

**XI. ADJOURNMENT**

**A motion was made by Counselor M. White with second by Councilor Brine to adjourn the Town Council Meeting at 7:35 P.M. Vote: Council President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; Councilor R. White, Aye.**

Attest:

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Denise Gamon, Town Clerk's Assistant



**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
September 30, 2020**

An advertised meeting of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 9:06 AM by Carol Nelson-Lee. The following members were present:

Ken Newman  
Hugh Murphy  
Kitty Wineberg  
Melissa Burrows

Also present was:

Karen Montoya, Clerk to the Board of Canvassers  
Erin Liese, Town Clerk  
Jamie Hainsworth, Town Administrator

**NEW BUSINESS**

The Board reviewed the minutes from July 29, August 12, 18 and 26, 2020. Mr. Newman made a motion and Mr. Murphy seconded to accept the minutes. So voted.

The Board discussed the ribbon cutting for the new lock box. The surveillance cameras will be installed Wednesday or Thursday. The State will send a contractor to install this. The box will be installed after that. Ballots are going out October 5<sup>th</sup>. Ribbon cutting at the end of next week will be fine. Ms. Nelson-Lee asked for a motion to have an official ribbon cutting ceremony. A date was discussed and decided to do it Tuesday the 6<sup>th</sup> at 10:30. Mr. Newman moved and Mr. Murphy seconded. So Voted. Mr. Newman will check with the Jamestown Press. He also suggested to invite Sen. Reed, Ms. Ruggiero, Sen Whitehouse, Ms. Euer, and the Town Council. Ms. Burrows will look for a ribbon.

Next on the agenda was improved lightning in the rear of the Town Hall. It would be better to have the lock box lit at night. The box will be bolted to the cement outside, so it will be secure. The installer will have additional insight to the lighting. The camera records but it doesn't go live to any office.

Ms. Montoya reported about the status of Early In-Person voting. The Grant money can only be used on line items that have not be allocated in the regular budget. There has been a lot of calling and buzz about In-person voting. Ms. Montoya was considering hiring 2 poll workers each day at \$12.00 an hour to check in voters. The grant money should more than cover that. Their hours will be 8:30-4:00 with a lunch hour. No food will be provided. In Person will continue for 14 days. Covid precautions will be in effect. Ms. Nelson-Lee ask for a motion. Mr. Newman moved to use the Grant money for pollworkers for In-Person voting. Mr. Murphy seconded. So Voted.

Ms. Nelson-Lee reported about the first meeting of the outreach program. It is important to repeat and to drive home the message to vote. Suggested were the flashing signs used by the police, sandwich boards, and newspaper advertisements. The outreach committee will meet on Sunday October 4<sup>th</sup> at 2:30 PM when the Town Hall will be open for the last day to register to vote. Ms. Nelson-Lee discussed the idea of a mass mailing to voters with voting information. We are waiting for the mail ballot count to determine the

polling places. The In-Person voting will also determine the number of polling places but we have no idea how many voters will come in since this is a new procedure. It is totally a numbers game. Ms. Montoya has hopes that many will come in to vote early. Ms. Nelson-Lee thought one polling place at Town Hall will be enough. Discussion ensued. Ms. Wineberg preferred the idea of using Lawn Avenue School instead of Town Hall. Mr. Newman moved to make Town Hall the singular polling place for the Election. Mr. Murphy seconded. So Voted.

The Board commenced to certify the Mail Ballot Applications.

There being no further business Mr. Newman made a motion, Mr. Murphy seconded to adjourn the meeting at 10:18 AM. So voted.

Attest:

Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Erin Liese, Town Clerk

**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
October 7, 2020**

An advertised meeting of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 9:06 AM by Carol Nelson-Lee. The following members were present:

Ken Newman  
Kitty Wineberg  
Melissa Burrows

Also present was:

Karen Montoya, Clerk to the Board of Canvassers  
Erin Liese, Town Clerk

**UNFINISHED BUSINESS**

Ms. Nelson-Lee reported about the first meeting of the outreach program. The outreach committee met on Sunday. Ms. Nelson-Lee discussed their work on the postcards. She is getting quotes on postcards. They worked out the schedule of ads with voter information. Ms. Nelson-Lee asked about the cost of the ads. Ms. Montoya responded that there was money in the budget for the regular ads. The Grant money should cover the extra ads. She also needs to save money for the Special Election ads to be held at a later date. Ms. Liese reported that the Board also needs to do an ad explaining the charter review question. The Town Clerk has taken care of the ad in the past and she would be willing to do it again. Discussion ensued. Ms. Wineberg suggested that since the Town Clerk has, as in the past, always done the ad to explain the local question, that she write this ad also. Mr. Newman made a motion that the Town Clerk write the ad and that it will be paid for by the Board of Canvassers. Mr. Murphy seconded. So Voted.

Ms. Nelson-Lee commented that the Ribbon Cutting went very well. Comments were made about the number of people in the picture and if enough of the background was visible to tell where the box was located. Mr. Newman will talk to Tim at the Press.

Ms. Nelson-Lee asked the number of Mail Ballot applications submitted. It is around 1400 to date. It was hoped that In-Person voting will be a success to keep numbers down in the election. Ms. Montoya is concerned that many people who have applied for a mail ballot, who haven't received them or who have changed their mind, will want to vote In-Person. They are concerned that their Mail Ballot will not be counted.

The Board of Elections voted to reject to combine the polls and will work with the towns on logistics. Ms. Nelson-Lee said it makes sense to have two polling places on Election day. Mr Newman commented that we may have more poll watchers, runners and checkers who would need to be inside. Therefore we would need more space to accommodate all of these people. Mr. Newman moved we have two polling places at Recreation Center and Lawn Avenue School. Mr. Murphy seconded. Mr. Newman moved that a letter be written to the Town committees outlining the rules and procedures of watchers, runners and checkers. Mr. Murphy seconded. So Voted. Ms. Wineberg volunteered to write the letter.

The Board commenced the certification process of the Mail Ballot Applications.

There being no further business Mr. Newman made a motion, Mr. Murphy seconded to adjourn the meeting at 10:09 AM. So voted.

Attest:

Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Erin Liese, Town Clerk

**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
October 13, 2020**

An advertised meeting of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 10:15 AM by Carol Nelson-Lee. The following members were present:

Ken Newman  
Kitty Wineberg  
Melissa Burrows

Also present was:

Karen Montoya, Clerk to the Board of Canvassers  
Erin Liese, Town Clerk

**UNFINISHED BUSINESS**

Ms. Nelson-Lee reported about the outreach committee. Ms. Nelson-Lee discussed their work on the postcards, they are clearly and concisely written.

The Board will draft a letter to the political parties on what is acceptable and what isn't on voting day. They have to let the clerk know who will be coming to monitor the polls. We will put a press release in the newspaper based on the letter.

Ms. Montoya was asked about the Mail Ballots. Off the top of her head she doesn't know. Mr. Murphy stated that according to the Secretary of State it was 1560 as of last Friday.

Erin Liese wrote up the explanation of the local question, and Ms. Nelson-Lee put it together in an ad.

**NEW BUSINESS**

Ms. Nelson-Lee asked about posting material on the web site. Erin Liese has been posting material on the web site. For outreach to voters we have talked about the postcards, ads and the last piece would be the Town Website. She would like information on the website pertinent to voter information. Ms. Nelson-Lee will contact Erin about material to put on the site. The sample ballot is on the web site with a link. One or two Poll workers will be hired for In-Person voting depending on the traffic. Only staff personnel will be able to open and close the polls. All equipment is kept in the vault overnight. The tally from the Early Voting machine will be transmitted on Election night at 10:00 PM after the regular polls close. Ms. Nelson-Lee asked to change the order of the agenda items. Election day meals cannot be provided by Ann Deffley. A bid is going out. Polling place set up will take place the day before. In the past the school department and the recreation department have helped us, and they will help us this year as well. We can set up at the Recreation center anytime but will have to wait until later in the afternoon to set up at the school. The next meeting will be scheduled for Oct. 21 at 4:30. The Board started to canvass and correct the list. There are no Mail Ballots to certify.

There being no further business Mr. Newman made a motion, Mr. Murphy seconded to adjourn the meeting at 11:30 AM. So voted.

Attest:

Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Erin Liese, Town Clerk

**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
October 21, 2020**

An advertised meeting of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 5:08 PM by Carol Nelson-Lee. The following members were present:

Ken Newman  
Hugh Murphy  
Kitty Wineberg  
Melissa Burrows

Also present were:

Jamie Hainsworth, Town Administrator  
Edward Mello, Police Chief  
Erin Liese, Town Clerk  
Karen Montoya, Clerk to the Board of Canvassers

**NEW BUSINESS**

Ms. Nelson-Lee asked if the Board would change the order of the agenda so Chief Mello could address the issues of the vandalism of political signs and police presence on election day. The Board concurred. Chief Mello reported that with the plethora of signs only 6 or 7 have been reported missing or vandalized. Because of the heightened environment of this election year it is not unusual to have this amount be a problem. Mr. Newman reported that he has verified instances of 40 signs being stolen or vandalized. Chief Mello questioned why he wasn't notified of this. Mr. Newman is compiling a list. Chief Mello explained that there are instances of signs being illegally on private property, on State or Town property. Signs are also placed on private property without the person's permission. Mr. Murphy said he was aware of only the sign that was run over by a vehicle on North Rd. Ms. Nelson-Lee addressed the issue of police presence at the polls. Mr. Newman's concern is that people will monitor or challenge the voters without permission. Who would enforce the rules if there are infractions? The Board needs to be prepared for actions of people who don't know the rules. Ms. Nelson-Lee answered that within the 50 foot rule the monitor would take care of it and outside the 50 foot rule the Jamestown Police would be contacted. Chief Mello suggested that signs be posted with the rules at the 50 foot line. Discussion ensued. Chief Mello can help us with the signs and the sign holders. Mr. Newman reported that an anonymous letter was delivered to Mr. John Murphy. Ms. Montoya cautioned that this was not on the agenda and to address it at next week's meeting.

**UNFINISHED BUSINESS**

Ms. Nelson-Lee asked Ms. Montoya about the status of the Mail Ballots and In-Person voting. Ms. Montoya responded that people are using the drop box for Mail Ballots and that around 830 have voted In-Person averaging around 150 a day. There are 2 poll workers working In-Person voting every day. The voting has been steady. Mr. Murphy asked about who was picking up the ballots from the Drop box. Ms. Montoya reported that the State comes every other day. Mail Ballot Application count is 1642. All Mail Ballots need to be at the polls or up to the BOE by 8:00 pm on Election night. Discussion ensued. The Board thanked Chief Mello for coming.

Ms. Nelson-Lee reported that the Press will have a special election guide in the upcoming paper. The outreach committee has put together 5 ads explaining different aspects of voting. They are continuing to work on an informational post card. Ms. Burrows is investigating the mailing cost. Ms. Montoya will send a list of all who have applied for Mail Ballots so they won't get a card.

Ms. Nelson-Lee asked if anyone had responded to the bid for food. No one has but Ms. Montoya will contact one more chef who is doing catering.

The next meeting will be next week October 28<sup>th</sup> at 4:30. Mr. Newman requested that the anonymous letter be on the agenda.

The Board then commenced to certify Mail Ballot Applications.

There being no further business Mr. Murphy made a motion, Mr. Newman seconded to adjourn the meeting at 6:28 PM. So voted.

Attest:

Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Erin Liese, Town Clerk



**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
October 28, 2020**

An advertised meeting of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 4:38 PM by Carol Nelson-Lee. The following members were present:

Ken Newman  
Hugh Murphy  
Kitty Wineberg  
Melissa Burrows

Also present were:

Erin Liese, Town Clerk  
Karen Montoya, Clerk to the Board of Canvassers

**UNFINISHED BUSINESS**

Ms. Nelson-Lee asked the Board if election material was allowed in the polls. The difference between informational and political material determines if it can be at the polls. It is important that all of them are on the same page. The outreach committee will need to be prepared for the next election. Ms. Nelson-Lee asked Ms. Montoya if she had the signs. She had the poster and the sign backs can be any size. The police have the sign holders. Ms. Nelson-Lee questioned the electioneering language. She thought people would not understand it. Ms. Montoya explained that the language was in the law. Discussion ensued about interference, voter intimidation and behavior at the polls. Ms. Nelson-Lee made a motion to place signs at 50 feet and mark the space inside where poll watchers could sit. Mr. Newman moved and Mr. Murphy seconded. So voted.

Ms. Nelson-Lee asked for an update on voting. We have 1642 Mail Ballot Applications, 866 Mail Ballots have been returned via the drop box, and 1398 In-Person voters. This brings the total who have voted to 58%. Ballot drop boxes will be at each poll and at the Town Hall. They are there for anyone who would happen to bring their ballot to the poll. The openings on the boxes will be closed at 8:00 pm by a special tape. Mail Ballot voters have a lot of questions about the process of how the ballots are counted and if they are secure. They can check the progress on line.

We have a new caterer for election day. Ms. Deffley couldn't do it this year. The price will remain the same with all Covid precautions taken.

**NEW BUSINESS**

Mr. Newman reported about the anonymous letter that was received by John Murphy. It was garbled and confusing and mentioned the Governor. It was not threatening. The attorney general released a fact sheet on voter intimidation.

Ms. Montoya reported that the polling place set up will occur at 2:00 at the Recreation Center and then at 3:00 at the Lawn Avenue School. On election day the Board members will come to the Town Hall for President/Vice President same day registration and voting. Ms. Wineberg will go to the Recreation Center

and Ms. Burrows will go to the Lawn Avenue School. Mr. Newman stated he preferred to go to one of the polls.

There being no further business Mr. Newman made a motion, Mr. Murphy seconded to adjourn the meeting at 5:32 PM. So voted.

Attest:

Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Erin Liese, Town Clerk

**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
November 3, 2020**

An advertised session of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 7:00 AM by Carol Nelson-Lee. The following members were present:

Ken Newman  
Hugh Murphy  
Kitty Wineberg, Alternate  
Melissa Burrows, Alternate

Also present were: Karen Montoya, Clerk to the Board of Canvassers

**NEW BUSINESS**

The Board registered and facilitated voting for President/Vice President and limited ballots for the remainder of the day. The alternates and Mr. Newman monitored the Polling Places.

There being no further business Mr. Murphy made a motion, Mr. Newman seconded to adjourn the meeting at 9:00 PM. So voted.

Attest:

Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Erin Liese, Town Clerk



**Town of Jamestown  
Tax Assessor**

93 Narragansett Avenue  
Jamestown, RI 02835

Phone: 401-423-9802  
Email: cbrochu@jamestownri.net

To: COUNCIL PRESIDENT BEYE, JAMESTOWN TOWN COUNCIL

From: CHRISTINE BROCHU, JAMESTOWN TAX ASSESSOR

Subject: ABATEMENT OF TAXES FOR THE **DECEMBER 14, 2020** MEETING

**ABATEMENTSTO 2020 TAX ROLL**

04-0852-00 Drexel, Noreen	Plat 11, Lot 44- Updated field card data	\$243.71
19-1224-01 Snoeren, Pieter & Michelle	Plat 4, Lot 24 – Updated field card data	\$27.44
19-1391-30 Stasiowski, Frank A	Plat 12, Lot 207 – Updated field card data	\$41.96
20-0387-00 361 Highland LLC	Plat 10, Lot 153 – Demolition of all buildings – 42 days vacant land- New Value \$534,000	\$327.55

**ADDENDA TO 2020 TAX ROLL**

02-0096-09 Balloch, Hugh & Susan	Plat 10, Lot 100 – New Construction – Prorated 69 days – New Value \$2,526,200	\$2,204.34
03-0373-50 Cushman, William & Jessica	Plat 10, Lot 37 – New Construction – Prorated 69 days – New Value \$1,835,900	\$ 696.64
07-0744-73 Grace, Tierney	Plat 14, Lot 265 – New Construction – Prorated 44 days – New Value \$523,900	\$ 377.78
13-0533-30 Martin, Ann Marie	Plat 14, Lot 246 – New Construction – Prorated 119 days – New Value \$489,400	\$ 626.58
14-0286-00 Newman, Leon & Carillo, Linda	Plat 9, Lot 145 – New Construction – Prorated 76 days – New Value \$1,052,200	\$1,205.02

<b>TOTAL ABATEMENTS</b>	<b>\$ 640.66</b>
<b>TOTAL ADDENDA</b>	<b>\$ 5,110.36</b>

RESPECTFULLY SUBMITTED,

*Christine Brochu*

CHRISTINE BROCHU  
TAX ASSESSOR



**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:

MARK E. LIBERATI  
ATTORNEY AT LAW

57 NARRAGANSETT AVE.

JAMESTOWN, RI 02835

 401.447.5021

 MARK@LP.LEGAL

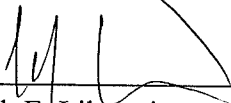
December 17, 2020

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

Dear Mr. Hainsworth:

This letter will confirm that I would be pleased to serve another term as the Probate Judge for the Town of Jamestown. It has been an honor to now serve in this position and I welcome the opportunity to do so for another term.

Sincerely,



Mark E. Liberati

# RUGGIERO BROCHU & PETRARCA

ATTORNEYS AND COUNSELLORS AT LAW

Twenty Centerville Road  
Warwick, Rhode Island 02886  
Tel: 401-737-8700 Fax: 401-737-0735

Peter D. Ruggiero  
Wyatt A. Brochu  
David R. Petrarca, Jr.

December 15, 2020

Via E-Mail Only

JAMESTOWN TOWN COUNCIL  
c/o Jamie Hainsworth, Town Administrator  
93 Narragansett Avenue  
Jamestown, Rhode Island 02835

Re: Town Solicitor Appointment Request and Background Information

Dear Honorable Town Council Members:

Attached are several documents which provide background information on my personal training, education and experience, along with the same information for Wyatt Brochu and David Petrarca, Jr., the other attorneys in our law practice group. I have also provided a law practice group biography for your information.

By way of this letter, I wish to indicate my desire to continue to serve the Jamestown Town Council and the Town of Jamestown as the Town Solicitor. If appointed, Mr. Brochu and Mr. Petrarca will also continue to assist the Town in their existing capacities and as needed. As you may already know, the position of Town Solicitor is a prerogative appointment of the Town Council and serves at the pleasure of the Town Council.

I was appointed an Assistant Town Solicitor beginning in 2003 and then later appointed Town Solicitor in 2007. At present, I have been assigned to provide general counsel services to the Town and legal coverage to the Planning Commission, the Zoning Board of Review, prosecution of police matters and providing general legal advice to other Town boards, commissions and staff. I attend Town Council meetings, while Mr. Brochu attends Planning Commission and Zoning Board meetings. Mr. Brochu also prosecutes Town Police Department matters. Mr. Petrarca has assisted in coverage assignments and special projects for the Town, including conducting the yearly tax sales for the Town. I have assisted the Town Administrator in negotiating several labor contracts containing substantial cost savings to taxpayers. I have also litigated and/or contested several issues on behalf of the Town and achieved noteworthy results in those cases. Mr. Brochu likewise defends decisions of the Planning Commission and Zoning Board in the Superior Court and has also achieved notable results.

My current rate of compensation is \$6,500 per month for general counsel services, including coverage of Town Council, Planning Commission, and Zoning Board of Review meetings, along with prosecution of police matters in R.I. District Court and the R.I. Traffic Tribunal. My office also provides coverage at various board and commission meetings and legal advice to Town staff upon request. This compensation rate will amount to a total annual cost to the Town for all these services of \$78,000. This monthly general counsel services compensation has not been increased since my original appointment in 2007. This amount is well below the annual cost comparable



Town of Jamestown  
December 15, 2020  
Page Two

communities expend for general legal services. For litigation, negotiation and other non-retainer matters, an hourly rate of \$135.00 per hour applies. Again, this rate of compensation has not been increased since my original appointment. Our law practice group prides itself on cost containment to municipal clients and strives for efficiency to ensure that non-retainer costs are reasonable, necessary and at an absolute minimum. Over the many years of service to the Town, my total annual compensation for all my services provided to the Town has always been well within the budgeted allocation for legal services.

Since 2014, the coordinated provision of general counsel and police prosecution services to the Town by our law practice group has provided better overall service coordination, a higher quality of legal services and a more comprehensive and experienced service. In consideration of the forgoing, I am able to continue to provide these services as follows: a monthly retainer of \$6,500 for general counsel, attendance at two Town Council meetings, two Planning Commission meetings, one Zoning Board of Review meeting per month and monthly police prosecution efforts – this will amount to a total annual cost to the Town for all these services of \$78,000. This amount is well below the annual cost of comparable communities for general legal services. In addition, any labor negotiation, litigation matters or special projects outside the general monthly services will be billed at the rate of \$135.00 per hour. We will continue to be proficient to ensure that non-retainer costs are reasonable, essential and economical.

I am available to meet and answer any questions of the Town Council regarding my continued service to the Town and the level, capacity and cost of that service.

Sincerely,

/s/ Peter D. Ruggiero  
Peter D. Ruggiero  
PDR/ml

Enclosures

# RUGGIERO, BROCHU & PETRARCA

ATTORNEYS AND COUNSELLORS AT LAW

Twenty Centerville Road  
Warwick, Rhode Island 02886  
Tel: 401-737-8700 Fax: 401-737-0735

Peter D. Ruggiero  
Wyatt A. Brochu  
David R. Petrarca, Jr.

## Practice Group Profile

**RUGGIERO, BROCHU & PETRARCA** is a general practice law firm started in 2002 with extensive experience in land use, environmental, administrative, labor, real estate, estate planning, government and constitutional law. The practice group consists of **Peter D. Ruggiero, Wyatt A. Brochu and David R. Petrarca, Jr.**

**Peter D. Ruggiero** is an attorney and member of the American Institute of Certified Planners (“AICP”). Mr. Ruggiero is admitted to practice law in the states of Rhode Island and Massachusetts and the Federal Court system. Mr. Ruggiero attained a Master’s Degree in Community Planning and Area Development and a *Juris Doctor* Degree. Mr. Ruggiero’s professional career has spanned more than 40 years involving public service positions as a planner at the local, regional and state levels and numerous public and private sector legal services clients. Presently, Mr. Ruggiero serves several municipal clients as their solicitor and general counsel, assists planning boards, zoning boards, along with other boards, commissions and committees, prosecutes criminal matters, serves as alternate probate judge, and serves other quasi-government agencies, such as housing authorities and fire districts in their legal obligations. Mr. Ruggiero has successfully negotiated multiple public sector collective bargaining agreements attaining multi-million dollars in savings for municipalities and their taxpayers. Mr. Ruggiero also serves as general counsel to several large corporations and has overseen numerous multi-million dollar transactions for them. Mr. Ruggiero routinely appears in the State and Federal Court systems concerning client litigation matters.

**Wyatt A. Brochu** is admitted to practice law in the states of Rhode Island and Massachusetts and the associated federal district and appellate courts. Mr. Brochu attained a Master of Business Administration Degree from Bryant University and a *Juris Doctor* Degree from New England Law. Mr. Brochu conducts a law practice with a focus in municipal representation; criminal prosecution and defense; business organization, financing and corporate governance; real estate purchase and financing; land use regulation and community planning and development; and wills, guardianship and probate matters. Mr. Brochu is a former Assistant Chief Law Clerk for the Rhode Island Judiciary, and currently serves as an Assistant Solicitor and Prosecuting Solicitor for the Towns of Jamestown, Charlestown and Scituate. Attorney Brochu has also served as special counsel to several municipalities in Rhode Island, focusing on town council, planning, land use, real estate, and law enforcement matters.

**David R. Petrarca, Jr.** engages in a general law practice with a focus in litigation and transactional business, estate planning, corporate, small estate, municipal, land use and community planning, and real estate matters. Mr. Petrarca is admitted to practice law in the states of Rhode Island, Massachusetts and Connecticut and the associated federal courts. In 2019, Mr. Petrarca was named a New England “Rising Star” by Super Lawyers and was the only Rhode Island attorney named in the State, Local & Municipal practice area. Mr. Petrarca is Legal Counsel for the New Shoreham Water and Sewer Commissions and the Tiverton Wastewater District. Mr. Petrarca additionally serves as special counsel, focusing on town council, Open Meetings Act and Access to Public Records Act compliance, litigation, planning, and land use matters, for the Town of Jamestown, Town of Charlestown, Town of Scituate and Town of Exeter, as well as several municipal fire districts. He prosecutes and defends matters in the Rhode Island District and Superior Courts, as well as the Federal District Court of Rhode Island. Mr. Petrarca is also a Title Insurance Agent & Attorney for Connecticut Attorneys Title Insurance Company (CATIC) and Commonwealth Land Title Insurance Company.

JOHN V. MCGREEN\*  
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DAVID H. FERRARA\*

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December 16, 2020

The Honorable Members of the Town Council  
Town of Jamestown  
93 Narragansett Avenue  
Jamestown, RI 02835

Re: Re-Appointment as Bond Counsel

Ladies and Gentlemen:

Please let this letter serve as our request to be re-appointed as the Town's Bond Counsel. We have served as the Town's Bond Counsel since 2000. My resume is attached.

It has been an honor to serve and work with Council members and Town finance officials.

Please be advised that in performing Taft & McSally's service as Bond Counsel, our client will be the Town and we will represent its interests. We assume that the other parties to any bond transaction will retain such counsel as they deem necessary and appropriate. Taft & McSally's representation of the Town as bond counsel does not alter Taft & McSally's responsibility to render an objective opinion as bond counsel with regard to the sale and issuance of bonds.

If re-appointed I look forward to working with you and other Town officials in furthering the interests of the Town.

Very truly yours,

David H. Ferrara

Attachment

**DAVID H. FERRARA, ESQ.**  
TAFT & McSALLY LLP  
21 Garden City Drive  
Cranston, Rhode Island 02920  
Telephone (401) 946-3800  
Telecopy (401) 943-8859  
E-mail [dferrara@taftmcsally.com](mailto:dferrara@taftmcsally.com)

Born Providence, Rhode Island, lifelong resident of Cranston, Rhode Island.

Graduated from Brown University (1979, magna cum laude, Phi Beta Kappa) and Harvard Law School (J.D. 1982).

Tobin & Silverstein Incorporated 1982-1984  
Hinckley, Allen Tobin & Silverstein 1984-1988  
Taft & McSally LLP 1988 - present.

Admitted to Rhode Island Bar 1982  
Admitted to Federal District Court (Rhode Island) 1983  
Admitted to Massachusetts Bar 2000

Member: National Association of Bond Lawyers  
Member: Rhode Island and Massachusetts Bar Associations

Presently Bond Counsel to Towns of Narragansett, Jamestown, North Kingstown and Scituate and the Rhode Island Turnpike and Bridge Authority.

Director, WellOne/Northwest Community Healthcare, a federally funded health clinic with offices in Pascoag, Scituate, Foster and North Kingstown 1991 to present.