

**TOWN COUNCIL MEETING MINUTES**  
**Monday, April 18, 2022**  
**6:30 P.M.**

**I. ROLL CALL**

A regular meeting of the Jamestown Town Council was held on April 18, 2022. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, and Erik G. Brine and Randy White (arrived at 6:36 p.m.)

Also, in attendance: Town Administrator Jamie Hainsworth, Solicitor Peter Ruggiero, Finance Director Christina Collins, Public Works Director Michael Gray, Town Planner Lisa Bryer, Water and Sewer Clerk Denise Jennings, Parks and Recreation Director Ray DeFalco and Town Clerk Roberta Fagan

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

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:32 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 a second by Councilor M. White to convene as the Town Council Sitting as the Board of Water and Sewer. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye

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

- A) Approval of Minutes; Review, Discussion, and/or Take Action and/or Vote:
  - 1) 03/21/2022 (regular meeting)

- B) Open Forum – Water & Sewer Matters

*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.*

- 1) Scheduled request to address - none
  - 2) Non-scheduled request to address
- C) Report of Town Officials:
- 1) Pumping Report
  - 2) Town Project Reports
    - a) Town Wells
    - b) Water Treatment Plant
    - c) Transfer Pumping/Reservoir
    - d) Distribution System
    - e) Wastewater Treatment Facility
- D) Letters and Communication
- 1) None
- E) Unfinished Business
- 1) None
- F) New Business
- 1) Review, Discussion, and/or Take Action and/or Vote: Authorize the Town of Jamestown to sign the Contractor/Vendor Agreement as a participating Contractor in the 2022-2023 Low-Income Home Water Assistance Program (“LIHWAP”)
    - a) Rhode Island Department of Human Services 2022-2023 LIHWAP Contractor/Vendor Agreement
  - 2) Finance Director’s Report: Comparison of the Water Budget to Actuals as of March 31, 2022
  - 3) Finance Director’s Report: Comparison of the Sewer Budget to Actuals as of March 31, 2022

**The Town Council Adjourns from sitting as the Board of Water and Sewer Commissioners**

A motion was made by Vice President Meagher with second by Councilor M. White to adjourn from sitting as the Board of Water and Sewer Commissioners. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye

**IV. OPEN FORUM**

*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 prohibit 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

**Charlotte Zarlengo, Seaside Drive brought forth concerns regarding a report presented by Michael Junge, Jamestown Harbor Commission member, at the April 13<sup>th</sup> Harbor**

Commission Meeting, which focused on mooring allocation and density research. Ms. Zarlengo requested the Town Council to investigate further.

Vice President Meagher made the request to put the topic on the next agenda.

Town Administrator Hainsworth made the Council aware of the upcoming reevaluation notices that will be mailed out on April 25<sup>th</sup>. A public meeting session will be held on April 26, 2022, at 6:00 p.m. and the notice will appear in the Jamestown Press on April 21, 2022. Tax hearings will start on May 5<sup>th</sup> and will be ongoing through May.

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

- A) Review, Discussion, and/or Take Action and/or Vote regarding a Proclamation declaring May 2<sup>nd</sup> through May 6<sup>th</sup> Jamestown Teacher Appreciation Week

President Beye read the Proclamation.

**A motion was made by Vice President Meagher with second by Councilor M. White to approve declaring May 2<sup>nd</sup> through May 6<sup>th</sup> Jamestown Teacher Appreciation Week. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye**

**VI. 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. Review, Discuss and/or Take Action and/or Vote on the following items:*

- A) Event/Entertainment License: All Event/Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event; Review, Discussion, and/or Take Action and/or Vote for the following:

- 1) Applicant: Jamestown Arts Center  
Event: "To Which We Belong" Film Screening & Panel Discussion  
Date: Thursday, April 29, 2022, 7:00 p.m. – 9:30 p.m.  
Location: Jamestown Arts Center

**A motion was made by Vice President Meagher with second by Councilor M. White to approve the "To Which We Belong" Film Screening & Panel event license taking place on Thursday, April 29, 2022, 7:00 p.m. – 9:30 p.m. at the Jamestown Arts Center. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye**

- B) One Day Vendor/Peddler License: All Vendor/Peddler license application approvals are subject to any COVID-19 protocols in effect at the time of the event; Review, Discussion, and/or Take Action and/or Vote for the following:

- 1) Applicant: The Perfect Empanada LLC  
Event: Crossing Day  
Date: Saturday, May 14, 2022, 11:00 a.m. – 3:00 p.m.  
Location: East Ferry/ Memorial Square

**A motion was made by Vice President Meagher with second by Councilor M. White to approve granting the One Day Vendor/Peddler License for The Perfect Empanada LLC.,**

contingent on all necessary documentation being received before the event. **Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye**

- 2) Applicant: Broadway Dough Co.
- Event: Crossing Day
- Date: Saturday, May 14, 2022, 11:00 a.m. – 3:00 p.m.
- Location: East Ferry/ Memorial Square

**A motion was made by Vice President Meagher with second by Councilor M. White to approve granting the One Day Vendor/Peddler License for Broadway Dough Co., contingent on all necessary documentation being received before the event. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye**

## **VII. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Take Action and/or Vote: Authorization of the revised Warrant and Resolutions for the June 6, 2022, Financial Town Meeting
  - 1) Resolution Number 5: An Appropriation Not to Exceed \$400,000 to assist in The Purchase of Additional Permanent Protection of The Town’s Reservoir Watershed and Center Island Greenway, Located at East Shore Road and Eldred Avenue, Plat 4 Lots 2, 133, 134, 135, 136, 141, And 142

**A motion was made by Vice President Meagher with second by Councilor M. White to approve the authorization of the revised Warrant and Resolutions for the June 6, 2022, Financial Town Meeting, Resolution Number 5. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye**

- B) Review, Discussion, and/or Take Action and/or Vote: Regulatory Options Regarding Short Term Rentals
  - 1) Memorandum from Vice President Meagher

**Discussion ensued.**

**Vice President Meagher gave an update on the proposed Short-Term Rental (STR) ordinance. Multiple alternatives have been thoroughly vetted. The Planning Commission has recommended registration and inspection as a requirement. As a member of the STR subcommittee, Vice President Meagher would like more accountability for STR property owners which would also include licensure. Similar to other town license requirements, an applicant would have to advertise and appear before the Town Council for final approval.**

**Solicitor Ruggiero provided additional perspective. The Town of Jamestown currently does not have STR regulations. The STR subcommittee continues to grapple with the questions: 1) does the Town regulate STRs and/or 2) how do you regulate STRs. Other communities that regulate STRs require adherence to rules, registration, and inspection.**

**President Beye asked a clarifying question – would this require the Town to hire a company such as Host Compliance/Granicus?**

**Vice President Meagher and Town Planner Bryer confirmed that a host compliance company would be hired to provide oversight and compliance.**

Solicitor Ruggiero explained that the Town Council needs to decide which path to take: the license path or the zoning path. The license path allows for greater discretion by the Town Council.

Councilor R. White expressed concerns regarding funding and staffing issues if the Town were to implement an STR Ordinance. A zoning and licensing regulation would address all concerns but could be administratively cumbersome. Also, what was included in the previously approved \$21,000 contract with Host Compliance/Granicus? Why hasn't the contract been signed?

Town Planner Bryer explained that the \$21,000 would be an annual fee for all of the host compliance services. Host Compliance/Granicus requires ordinance guidelines to provide a complete list of services covered under the contract. Vice President Meagher and Town Planner Bryer explained that the contract has not been signed yet and hinges on an approved ordinance.

Vice President will check to see if the contract could be signed to begin a survey of current STR properties.

Councilor M. White commented that a survey of current STR properties will provide the necessary data to develop an appropriate and comprehensive STR ordinance for Jamestown.

A motion was made by Vice President Meagher with second by Councilor M. White to pursue formalizing an ordinance that includes registration, inspection, and licensure of short-term rentals; and to engage Host Compliance/Granicus to compile data on current Jamestown short-term rental properties; so as to inform the Council on the profile of each current Jamestown short-term rental property. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye

- C) Review, Discussion, and/or Take Action and/or Vote: Jamestown Clubhouse Rental Policy
  - 1) Memorandum from Jamestown Parks and Recreation Director Ray DeFalco
  - 2) Rental Policies & Pricing Draft 3

Discussion ensued.

Parks and Recreation Director Ray DeFalco briefly reviewed the revised Rental Policies & Pricing Draft 3 and expressed confidence that all the Council member's concerns have been addressed.

A motion was made by Vice President Meagher with second by Councilor R. White to approve the Jamestown Clubhouse Rental Policy. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye

#### VIII. NEW BUSINESS

- A) Review, Discussion, and/or Take Action and/or Vote: Public Works Director Michael Gray's recommendation to deny the request:
  - 1) Conduit Location Installation request of The National Grid and Verizon New England, Inc. to install 70' (2) 3" UG conduit on side of the road from

Pole 15 to the property line of 63 Conanicus Avenue; with a recommendation to deny the request by Public Works Director Michael C. Gray

- 2) Joint Pole Petition of The National Grid and Verizon New England, Inc. to install Poles 1 & 2 to reroute 3 phase lines up Longfellow Road and down Holmes Court; with a recommendation to deny the request by Public Works Director Michael C. Gray

**Discussion ensued.**

**Public Works Director Gray explained that the Town does not have jurisdiction over the private roads included in the request. He has been in contact with the parties and will report back to the Council at a future meeting.**

**The Town Council tabled the request at the request of Public Works Director Gray.**

## **IX. 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 the 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) March 30, 2022 (Special Budget Work Session)
  - 2) April 4, 2022 (Regular Meeting)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Jamestown Zoning Board of Review (March 22, 2022)
  - 2) Board of Canvassers (February 28, 2022)
  - 3) Board of Canvassers (March 28, 2022)
  - 4) Planning Commission (January 19, 2022)
  - 5) Planning Commission (March 2, 2022)
  - 6) Planning Commission (March 16, 2022)
  - 7) Technical Review Committee (February 9, 2022)
  - 8) Technical Review Committee (February 22, 2022)
  - 9) Affordable Housing Committee Minutes (January 21, 2022)
  - 10) Affordable Housing Committee/Real Estate Transfer Tax Subcommittee (February 7, 2022)
  - 11) Affordable Housing Committee (February 14, 2022)
  - 12) Affordable Housing Committee (February 16, 2022)
  - 13) Affordable Housing Committee (March 15, 2022)
  
- C) Jamestown Planning Commission Abutter Notice for Public Hearing of Wednesday, April 20, 2022, at 7:00 p.m.: To hold a subdivision master plan informational meeting for property located at Plat 4 Lot 52, 91 Carr Lane, Jamestown, RI owner, Town of Jamestown, and applicant Church Community Housing Corporation
  
- D) Request from Fire Chief James R. Bryer, Jr. on behalf of the Jamestown Fire Department to the Jamestown Town Council to approve the award of (1) the bid for the delivery and acceptance of a new 2023 Ford E450 Lifeline (Rescue 1) Ambulance from Specialty Vehicles of Plainville, Massachusetts; and (2) the bid



for the delivery, installation, and acceptance of a new Stryker Power-Load Stretcher and System to Stryker Corporation of Partage, Michigan.

- 1) Specialty Vehicles bid proposal for One (1) New / Unused 2023 ford E450 custom-built Life Line “Superliner” Type III-AD, Class I Emergency Medical Vehicle, per the published bid specifications from the Town of Jamestown
  - 2) Stryker Medical Quote Number 10442821 for the Stryker MTS Power-Load, Power-PRO XT MTS Mid Equipment Products, and ProCare Power-LOAD Prevent Service Annual onsite preventative maintenance products
- E) Request from Dr. Kenneth Duva, Superintendent of Schools on behalf of the Jamestown School Committee to the Jamestown Town Council to approve the award of a contract for the construction of the Melrose and Lawn Schools Solar Project to Newport Renewables, LLC
- F) Finance Director’s Report: Comparison Budget to Actuals as of March 31, 2022

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

**X. 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) Petitions, Proclamations, and Resolutions
- 1) Resolution of the Burrillville Town Council in Opposition to S-2244 and H-7198 Municipal Employees’ Arbitration
  - 2) Resolution of the Town of Council of the Town of Coventry, Condemning the Russian Invasion of Ukraine
  - 3) Resolution of the Town of Council of the Town of Coventry, in Support of Senate Bill S-2341 and House Bill H-7834 requiring the maintenance of sidewalks along state highways to be the responsibility of the state
  - 4) Resolution of the Town Council of the Town of Coventry, request to approve and enact Senate Bill S-2295, An Act Relating to Waters and Navigation- Inspection of Dams and Reservoirs
  - 5) Opposition letter from the Hopkinton Town Council to House Bill H6676 Relating to Taxation – Levy, and Assessment of Local Taxes

**The Town Council acknowledged the Communications received.**

**A motion was made by Vice President Meagher to move into Executive Session with a second by Councilor M. White. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.**

#### **XI. EXECUTIVE SESSION**

*The Town Council may seek to enter into Executive Session for review, discussion, and/or potential action and/or vote on the following:*

**A motion was made by Vice President Meagher with second by Councilor M. White to move agenda item C) up to be considered first. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.**

- A) Review, Discussion and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation (Review of Judges Ruling), Paul and Janice Balzer v. Jamestown C.A. No. 1:19-cv-00109-WES-PAS
- B) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation in regards to police retiree benefits.
- C) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL § 42-46-5(a) Subsection (2) Collective Bargaining (union contract negotiations NAGE 69)

#### **XII. ADJOURNMENT OF EXECUTIVE SESSION**

**A motion was made by Vice President Meagher to seal the minutes and adjourn from Executive Session with a second by Councilor M. White. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.**

**The Town Council reconvenes the regular meeting.**

**It was announced that no votes were taken.**

#### **XIII. ADJOURNMENT**

**A motion was made by Councilor M. White with second by Vice President Meagher to adjourn at 7:59 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; and Councilor R. White, Aye.**

Attest:

  
Roberta J. Fagan, Town Clerk