



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, March 6, 2023
6:30 P.M.

THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.

THIS MEETING WILL BE LIVE STREAMED: To view the meeting with no interaction:
<http://www.record-server.net/Jtown/StreamPrimJtown.html>

The public is welcome to participate in this Town Council meeting. Open Forum offers citizens the opportunity to clarify an item on the agenda, address items not on the agenda, or comment on a communication or Consent Agenda item. Citizens are welcome to speak to the subject of a Public Hearing and are allowed to speak at the discretion of the Council President or a majority of Councilors present, or at other times during the meeting, in particular during New or Unfinished Business.

Anyone wishing to speak should use the microphone at the front of the room, stating their name and address for the record; comments must be addressed to the Council, not the audience. The Town Council hopes that citizens and Councilors alike will be respectful of each other's right to speak, tolerant of different points of view, and mindful of everyone's time.

Attachments for items on this meeting agenda are available to the public on the Town website at:
<https://jamestownri.gov/town-government/town-council/town-council-meetings-minutes/2023-meetings-minutes>

I. ROLL CALL

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

III. 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
- B) Non-scheduled request to address

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

- A) Review, Discussion and/ or Action, and/or Vote regarding a Resolution Authorizing Issuance Of Up To \$1,500,000 In Bonds And/ Or Notes For Repairs And Improvements Of The Water System Of The Town Of Jamestown And All Costs Incidental Thereto, Resolution 2023-03

- B) Review, Discussion and, or Action, and or Vote regarding a Proclamation declaring April 28, 2023, as Arbor Day in the Town of Jamestown, Proclamation 2023-04
- C) Review, Discussion and or Action, and or Vote regarding a Resolution Relative to Establish a Jamestown Sustainable Resident Program, Resolution 2023-05

V. 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.

A) Public Hearings

- 1) Proposed amendment to the Code of Ordinances regarding Chapter 70, Article II -Administration and Enforcement; Sections 25- Notice of violation; admission of truth and payment of fines at the police station; amounts. These Amendments are proposed to update and modernize the existing Traffic and Vehicle Ordinance. (duly advertised in the *Jamestown Press* on **February 23, 2023**); Review, Discussion, and/or Action and/or Vote:
 - a) Amended Traffic and Vehicle Ordinance

B) Town Council Sitting as the Alcoholic Beverage Licensing Board.

- 1) 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 that the following **Transfer Application** has been received for **Class B-V – Victualer Liquor License**:

FROM: **CLASS B-V – VICTUALER**
 Jamestown Locals, LLC (J. Colon/C. Verta)
 dba: Narragansett Café
 25 Narragansett Avenue
 Jamestown, RI 02835

TO: **CLASS B-V- VICTUALER**
 Jamestown Locals, LLC (M. D’Arezzo/E. D’Arezzo)
 dba: Narragansett Café
 25 Narragansett Avenue
 Jamestown, RI 02835

- a) Request for the Town Council to Review, Discussion, and/or Action and/or Vote of approval to proceed to advertise for a Public Hearing on March 20, 2023, by the Town Council, with advertisements in the March 9th and 16th editions of the *Jamestown Press*.

- 2) Pursuant to RIGL §3-7-14, that the following license application has been received under said Act for a one-day license on March 16, 2023:

CLASS F (NON-PROFIT)
 Out of the Box Studio/Gallery
 11 Clinton Avenue
 Jamestown, RI 02835

- a) Review, Discussion, and/or Action and/or Vote for Approval of the **CLASS F (NON-PROFIT) LIQUOR LICENSE**

- 3) Pursuant to RIGL §3-7-14, that the following license application has been received under said Act for a one-day license on May 25, 2023:

CLASS F (NON-PROFIT)
 Jamestown Historical Society (JHS)
 92 Narragansett Avenue
 Jamestown, RI 02835

- a) Review, Discussion, and/or Action and/or Vote for Approval of the **CLASS F (NON-PROFIT) LIQUOR LICENSE**

The Town Council adjourns from sitting as the Alcoholic Beverage Licensing Board.

C) License: Licenses and Permits

- 1) One-Day Event/Entertainment License: All One-Day 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:

- a) Applicant: Out of the Box Studio/Gallery
 Event: Looms & Libraries
 Date: March 16, 2023, 5:00 p.m. - 8:00 p.m.
 Location: 11 Clinton Avenue
- b) Applicant: Jamestown Historical Society (JHS)
 Event: JHS Museum Opening Reception
 Date: May 25, 2023, 5:00 p.m. - 7:00 p.m.
 Location: 92 Narragansett Avenue
- c) Applicant: Jamestown Historical Society (JHS)
 Event: Windmill Day
 Date: July 22, 2023, 11:00 a.m. - 2:00 p.m.
 Location: Jamestown Windmill, North Road
- d) Applicant: Jamestown Arts Center
 Event: Film Screening: No Time to Fail (rescheduled)
 Date: March 9, 2023, 7:00 p.m. – 8:30 p.m.
 Location: 18 Valley Street

- e) Applicant: Jamestown Arts Center
Event: Exhibition Opening: A Hard Rain's a – Gonna Fall
Date: April 21, 2023, 5:30 p.m. – 7:30 p.m.
Location: 18 Valley Street
- f) Applicant: Jamestown Arts Center
Event: Summer Soiree
Date: June 30, 2023, 6:00 p.m. – 10:00 p.m.
Location: 18 Valley Street
- g) Applicant: St. Matthew Church
Event: Sunrise Easter Service
Date: April 9, 2023, 6:00 a.m. – 7:00 a.m.
Location: East Ferry green (Veteran's Square)
- h) Applicant: Conanicut Island Sailing Foundation (CISF)
Event: Fairy House Scavenger Hunt
Date: April 30, 2023, 12:00 noon. – 3:00 p.m.
Location: CISF Tent, Fort Getty Park
- i) Applicant: Conanicut Island Sailing Foundation (CISF)
Event: CISF Open House
Date: June 17, 2023, 1:00 p.m. – 3:00 p.m.
Location: CISF Tent, Fort Getty Park
- j) Applicant: The Town of Jamestown
Event: Jamestown 4th of July Fireworks
Date: July 2, 2023, 2:00 p.m. – 10:00 p.m.*
(*rain date July 3, 2023)
Location: East Ferry
- k) Applicant: Jamestown Ukraine Relief Project
Event: Sunflower Family Festival
Date: August 26, 2023, 11:00 a.m. – 2:00 p.m.*
(*rain date August 27, 2023)
Location: Jamestown School grounds /Lawn Avenue

D) Review, Discussion, and/or Action and/or Vote: Approval of the Renewal Application that has been received by the Town Council for **Holiday License** for the year December 1, 2022-November 30, 2023:

- 1) All Ashore Cottage Outfitters LLC, dba: All Ashore Cottage Outfitters

VI. COUNCIL, ADMINISTRATOR, 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:

- A) Interim Town Administrator's Report: Edward A. Mello
 - 1) Fort Getty Gatehouse Project

VII. UNFINISHED BUSINESS

- 1) No items at this time.

VIII. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Proposed dates for the (4) four Budget Work Sessions and eventual vote to adopt the budget for Fiscal Year (FY) 2023-2024 (July 1, 2023- June 30, 2024) at the Financial Town Meeting:
 - 1) Town Council Budget Work Session: Operating Budget for FY 2023-2024, March 13th or 14th at 5:00 or 6:00 p.m.; or an alternate date/time.
 - 2) Town Council Budget Work Session: Capital Improvement Programs, for FY 2023-2024, March 21st or 22nd at 5 p.m.; or an alternate date/time.
 - 3) Joint Town Council and School Department Budget Work Session and Hearing for FY 2023-2024, March 23rd at 5:00 p.m., or an alternate date/time.
 - 4) Town Council Budget Work Session: Interim Town Administrator's proposed FY 2023-2024 Town, School, and Capital Budgets: March 27th, 29th, or 30th at 5:00 or 6:00 p.m.; or an alternate date/time.

IX. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
 - 1) Tax Relief Working Group Ad Hoc Committee, Five (5) to Seven (7) Member vacancy(s), with a term ending date unspecified; review discussion and/or potential action and/or vote:
 - a) Letter of interest:
 - i) Connie Slick
 - ii) Linda J. Jamison
 - iii) E. Edward Ross
 - iv) Michelle Estaphan Owen
 - v) Beth Smith
 - vi) David Dolce
 - vii) Dan West
 - 2) Senior Services Ad Hoc Committee, Five (5) to Seven (7) Member vacancy(s), with a term ending date unspecified; review discussion and/or potential action and/or vote:
 - a) Letter of interest:
 - i) Joyce Watson-O'Neil
 - ii) Deb Howard
 - b) Approval of request to re-advertise committee vacancy(s).

- 3) Zoning Board of Review, One (1) Alternate Member vacancy with a one-year term ending December 31, 2023:
 - a) Letter of interest:
 - i) James (Jay) Sisson

X. 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 Meeting Minutes
 - 1) February 6, 2023 (Executive Session)
 - 2) February 13, 2023 (Executive Session)

- B) Minutes of Boards/Commissions/Committees
 - 1) Affordable Housing Committee (January 10, 2023)
 - 2) Planning Commission (February 1, 2023)
 - 3) Tree Preservation and Protection Committee (December 21, 2022)
 - 4) Tree Preservation and Protection Committee (January 25, 2023)

- C) Approval of the Compensation of Interim Town Administrator Mello; proposed to be the same as the Town Administrator budget amount, of \$123,000.00; and request for a performance review to be held in 4 months.

- D) Approval of the Appointment of Steven Bois as the Harbormaster for the Town of Jamestown
 - 1) Memorandum from Interim Town Administrator Mello regarding Harbormaster Confirmation by Town Council.

XI. 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: Town Council and STR/ADU stakeholders
From: Marian Falla
Dated: February 21, 2023
Re: Newport floats new ideas to tackle housing crisis

 - 2) Copy of Email to: Town Council and STR stakeholders
From: Marian Falla
Dated: February 24, 2023
Re: City of Newport launches online short-term rental map

 - 3) Copy of Email to: Town Council Vice President Meagher, Councilor R. White, and Town Planner Bryer
From: Denise Rounds
Dated: February 27, 2023

Re: Short-term Rental Working Group

- B) Proclamations and Resolutions from other Rhode Island Cities and Towns:
- 1) Town of Charlestown, Resolution in Support of House Bill 2023- H5174 An Act Relating to Waters and Navigation Coast Resources Management Council
 - 2) Town of Charlestown, Resolution in Support of Full Funding of Categorical Transportation Aid as Outlined in RIGL 16-7.2-6
 - 3) Town of Lincoln; Resolution 2023-1 In Support of Housing Development & Land Use.
 - 4) Town of North Kingstown, Resolution No. 22, a resolution to the Rhode Island Department of Environmental Management requesting a plan for South Gould Island Public Recreation.

XII. 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 Clubhouse Library. Notice is also posted at the Jamestown Police Station and on the Internet at 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 rfagan@jamestownri.net not less than three (3) business days prior to the meeting.

Posted on the RI Secretary of State website on March 2, 2023.



Town of Jamestown
Resolution of the Town Council

No. 2023-03

**RESOLUTION OF THE TOWN COUNCIL
AUTHORIZING ISSUANCE OF UP TO \$1,500,000 IN BONDS AND/OR NOTES FOR
REPAIRS AND IMPROVEMENTS OF THE WATER SYSTEM
OF THE TOWN OF JAMESTOWN
AND ALL COSTS INCIDENTAL THERETO**

RESOLVED THAT:

Section 1. Pursuant to Resolution # 5 adopted at the Financial Town Meeting of June 7, 2021 and Chapter 45-12 of the General Laws of the State of Rhode Island, the Finance Director and the President of the Town Council are authorized to borrow and issue bonds in the name of the Town up to the amount of One Million Five Hundred Thousand Dollars (\$1,500,000.00) to finance the repairs and improvement to the water system consisting principally of water tank renovations, replacements and repairs, including installation and any design costs (the "Project") and costs of issuance and payment of interest on any temporary notes and including repayment of any advances made from the general fund heretofore made for architectural and engineering costs.

Section 2. Pending said issuance of bonds, said officers from time to time may issue and refund interest bearing or discounted notes ("notes") as provided in said Resolution, in anticipation of the issue of said bonds.

Section 3. The bonds and any notes shall be signed by the manual or facsimile signatures of the Finance Director and the President of the Town Council. The manner of sale, denominations, maturities, interest rates and other terms, conditions and details of any bonds and notes issued hereunder may be fixed by the aforesaid officers authorized to sign the bonds or notes. Any bonds and notes issued under this Resolution and any other authorized issue of bonds and notes of the town may be consolidated and issued at the same time as a single bond or note issue.

Section 4. The designation of a securities depository and paying agent, not fixed by provisions of law, may be fixed by the Finance Director.

Section 5. The Finance Director is hereby authorized to execute and deliver on behalf of the Town such additional agreements as are necessary to effect the issuance of bonds and notes hereunder, the due authorization thereof being conclusively demonstrated by his or her execution and delivery of such agreements. The Finance Director is hereby authorized to deliver such bonds and notes to the purchasers thereof and said officer is authorized and instructed to take all actions, on behalf of the Town, necessary to ensure that the interest on the bonds will be excludable from gross income for federal income tax purposes, and to refrain from all actions which would cause interest on the bonds and any notes to be subject to federal income taxes.

The Finance Director is authorized to deem the bonds and any notes, and to the extent not deemed to be, to designate the bonds and any notes as “qualified tax-exempt obligations” for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986 as amended. The Finance Director is hereby authorized to take such action as to comply with Rule 15 c 2 – 12 (b) (5) of the Securities and Exchange Commission and is authorized to execute and deliver a Continuing Disclosure Certificate. Further, in lieu of a public sale of such bonds, the Town Administrator and the Finance Director and each of them acting singly is authorized, but not directed, to apply for a loan from, and the Finance Director is hereby authorized to execute and deliver on behalf of the Town a loan agreement and related instruments and documents including the aforesaid bonds and/or notes to, the Rhode Island Infrastructure Bank, the due authorization thereof being conclusively demonstrated by their execution and delivery thereof, in which case the provisions of Chapter 12.8 (the “Act”) and/or Chapter 15.1 of Title 46 as amended of the General Laws shall apply to the issuance of bonds and notes hereunder.

Section 6. Pending the issuance of bonds under Section 1 hereof or notes under Section 2 hereof, the Finance Director may expend funds from the general treasury of the Town for the purposes specified in Section 1 under contracts awarded by this Council acting as the Board of Water and Sewer Commissioners, including but not limited to the award to **Atlas Painting and Sheeting Corporation in the amount of \$1,005,000**. Any advances made under this Section 5 shall be repaid without interest from the proceeds of bonds or notes issued hereunder or from the proceeds of applicable federal or state assistance or from other available funds.

Section 7. The Town hereby declares that it reasonably expects to reimburse the expenditures authorized in Section 6 with proceeds of debt to be issued by the Town. This Resolution is a declaration of official intent under Treasury Regulation 1.103-18.

Section 8. This Resolution shall take effect upon its passage.

By Order of the Jamestown Town Council

Nancy A. Beye, President

Mary E. Meagher, Vice President

Eric G. Brine

Randall White

Michael G. White

IN WITNESS WHEREOF, I hereby attach my hand and the official seal
of the Town of Jamestown this _____ day of March, 2023.

Roberta J. Fagan, Town Clerk

TOWN OF JAMESTOWN



PROCLAMATION OF THE TOWN COUNCIL

No. 2022-04

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 28, 2022 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,

Nancy A. Beye, President

IN WITNESS WHEREOF, I hereby attach my hand and the
Official seal of the Town of Jamestown this ____ day of March, 2023.

Roberta J. Fagan, Town Clerk



Town of Jamestown

Resolution of the Town Council

No. 2023-05

A RESOLUTION RELATIVE TO ESTABLISH A JAMESTOWN SUSTAINABLE RESIDENT PROGRAM

WHEREAS, the Town Council of the Town of Jamestown is aware that the financial cost to maintain a residence in the Town has increased dramatically in the past few years; and

WHEREAS, the value of dwellings has increased significantly, in some cases doubling and tripling in value over a short period of time; and

WHEREAS, persons and families on fixed incomes and/or in limited income jobs have been increasingly stressed financially to maintain their residence in Town, in part, due to increased property tax burdens due to the increased value of their homes; and

WHEREAS, after review and discussion, the Town Council of the Town of Jamestown wishes and hereby does find that financial assistance to persons and families in need of property tax relief is warranted and needed so that they may maintain their residence in the Town.

THEREFORE, BE IT RESOLVED that the Town Council of the Town of Jamestown does hereby establish a program entitled the "Jamestown Sustainable Resident Program." Said program is established to provide property tax relief to income-eligible persons and families.

BE IT FURTHER RESOLVED that the Jamestown Affordable Housing Committee shall consider this Resolution and initiative, review contemporary methods and programs to accomplish the objectives of this program, and forward draft proposed rules, applications forms, and assistance award decision criteria to the Town Council for consideration and action no later than 90 days from the date of this Resolution.

By Order of the Jamestown Town Council

Nancy A. Beye, President

IN WITNESS WHEREOF, I hereby attach my hand and the official Seal of the Town of Jamestown this ____ day of March 2023.

Roberta Fagan, Town Clerk

**PUBLIC HEARING NOTICE
TOWN OF JAMESTOWN**

Notice is hereby given that the Town Council of the Town of Jamestown will conduct a public hearing on the 6th day of March 2023, 6:30 p.m. at the Jamestown Town Hall, 93 Narragansett Avenue on the following proposed amendment to the Code of Ordinances regarding **Chapter 70–Article II Section 25-Notice of violation; admission of truth and payment of fines at police station; amounts.** Opportunity shall be given to all persons interested to be heard upon the matter at the public hearing. The following proposed ordinance amendment is under consideration and may be adopted and/or altered or amended prior to the close of the public hearing without further advertising, as a result of further study or because of the views expressed at the public hearing. Any alteration or amendment must be presented for comment in the course of the public hearing. The proposed amendment is available for review at the Town Clerk’s Office between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, excluding Holidays and at www.Jamestownri.gov.

Section 1. The Town Council of the Town of Jamestown does hereby resolve that the Jamestown Code of Ordinances, **Chapter 70-Article II Section 25, Notice of violation; admission of truth and payment of fines at police station; amounts.** As the same may have been heretofore amended, is hereby amended by changing the text of the Chapter, as follows:

NOTE: words set as ~~strike through~~ are to be deleted from the ordinance; words underlined are to be added to the ordinance.

See Exhibit A, attached hereto and incorporated herein by reference. NOTE: amendments to the terms and conditions set forth at Exhibit A may be made based on comments received during the public hearing.

Section 2. The Town Clerk is hereby authorized to cause said changes to be made to Chapter 70 of the Town of Jamestown’s Code of Ordinances.

Section 3. This Ordinance shall take effect upon its passage.

Ad Date(s): February 23, 2023
Publication Source: Jamestown Press
Hearing Date: March 6, 2023
Action: _____
Certified: _____

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EXHIBIT A

Chapter 70 Traffic and Vehicles

Article II

Sec. 70-25. ADMINISTRATION AND ENFORCEMENT

~~Each such police officer shall attach to such vehicle or tender to the operator of such vehicle written notice that such vehicle has violated a certain provision of such traffic or parking ordinance or of such parking regulations, notifying such person to appear on a day and hour stated in such notice, to answer such charge before the district court of the second division and, except as otherwise provided in this chapter or state law, instead of personally appearing in court, such person may, in person or by mail admit the truth of such charge and pay to the officer in charge of such police station~~

The owner or operator of a vehicle who is issued a parking ticket indicating that said vehicle has been parked in violation of a provision of this Code relating to traffic shall, within the fourteen days specified, pay to the Police Department such fines as this Code establishes for such offenses, and the Police Department is hereby designated for the purpose of collecting such parking fines. In the event such offender neglects or refuses to dispose of such charge within the fourteen-day period, he or she shall be summoned before the Rhode Island Traffic Tribunal for adjudication of such violation and such offender shall be subject to the full penalties provided for violation of this Code.

The fine shall be \$25.00 \$15.00 for parking over the posted time, \$85.00 \$75.00 for parking within eight feet of a fire hydrant, \$100.00 for parking within an area designated as handicap parking and \$35.00 \$25.00 for all other offenses.

~~If an appeal or payment is not made within 14 days, an additional fine of \$25.00 shall be imposed. If an appeal or payment is not made with 30 days, an additional fine of \$25.00 shall be imposed. the fine shall be doubled.~~

Five dollars of every parking fine shall be placed in a segregated account maintained by the finance department. This account shall be maintained exclusively for the purpose of establishing and maintaining municipal parking.

RECEIVED
FEB 16 2023 01:02 PM
Roberta J. Fasan
TOWN OF JAMESTOWN TOWN CLERK
City or Town

State of Rhode Island

Board of Licensing Commissioners

Application for License by Corporation, Independent or Caterer

Retailer Class:

F X (beer/wine) -or- F1 _____ (full bar)
Liability Insurance Policy MUST accompany this form upon submission*

Date of Event: 3/16/23 Hours of Event: 5-8pm

Location of Event: 11 Clinton Ave

Name of Applicant: Casey Weibust

DBA: OUT OF THE BOX STUDY/GALLERY Applicants Phone #: [REDACTED]

Address of Applicant: [REDACTED]

Does applicant have a draft system? YES -or- NO

Will Entertainment be provided? YES -or- NO

Has an Entertainment License been requested and/or applied for? YES -or- NO

Does Applicant Own Premise? YES -or- NO Is Property Mortgaged? YES -or- NO

Is Property Leased? YES -or- NO Is Property Town Owned? YES -or- NO

Name Address, Phone # and Date of Birth of all Corporation Officers:

President: _____ Vice President: _____

Secretary: _____ Treasurer: _____

See attached

Classes of Stock: (attach additional sheet if necessary)

Amount of Each Authorized: _____ Amount of Each Issued: _____

Names and Addresses of All Registered Owners of Each Class and Amount Owned:

If any of the above stock is hypothecated or pledged provide details:

If application is on behalf of undisclosed principal or party in interest, give details:

Jamestown
City or Town

State of Rhode Island

Board of Licensing Commissioners

Application for License by Corporation, Independent or Caterer

Retailer Class:

F (beer/wine) -or- F1 _____ (full bar)
Liability Insurance Policy **MUST** accompany this form upon submission*

Date of Event: MAY 25, 2023 Hours of Event: 5-7 PM

Location of Event: JHS MUSEUM, 92 NARRAGANSETT AVE

Name of Applicant: JAMESTOWN HISTORICAL SOCIETY (BETSY BALDWIN)

DBA: _____ Applicants Phone #: 

Address of Applicant: PO BOX 150, JTOWN, RI 02835

Does applicant have a draft system? YES -or- NO

Will Entertainment be provided? YES -or- NO

Has an ^{Event} Entertainment License been requested and/or applied for? YES -or- NO

Does Applicant Own Premise? YES -or- NO Is Property Mortgaged? YES -or- NO

Is Property Leased? YES -or- NO Is Property Town Owned? YES -or- NO

Name Address, Phone # and Date of Birth of all Corporation Officers:

President: SEE ATTACHED Vice President: _____

Secretary: _____ Treasurer: _____

Classes of Stock: (attach additional sheet if necessary)

Amount of Each Authorized: N/A Amount of Each Issued: _____

Names and Addresses of All Registered Owners of Each Class and Amount Owned:

N/A

If any of the above stock is hypothecated or pledged provide details:

N/A

If application is on behalf of undisclosed principal or party in interest, give details:

N/A



RECEIVED
FEB 16 2023 01:07 PM
TOWN OF JAMESTOWN Town Clerk

TOWN OF JAMESTOWN

One Day Event/Entertainment Application

\$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Name of Event: (if applicable) Looms of Libraries

Date of Event: 3/16/23 Hours of Event: 5-8pm

Location of Event: out of the box STUDIO/Gallery Number of people attending: 30 (approx)

Name of Applicant/ Business: out of the box STUDIO of Gallery

Mailing Address: PO Box 263 Business Phone #: _____

11 Clinton Ave Jamestown RI Email Address: owelbwt@tealingsupward.org

Contact Person: Cathy Weidner Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) N/A

Who will the event benefit? Community

Type of Operation: (Private, State Sponsored, Non-Profit): Non profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): N/A

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: 05 027 6075 Non-Profit [REDACTED]

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50

All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? _____

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes No

Will traffic control be needed? Yes No

If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: *Cathy Weidner*

Please attend the Town Council meeting on the 6 day of March, 2023 for Council review.



Town of Jamestown One Day Event/Entertainment Application

\$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race.
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)
MUSEUM OPENING RECEPTION

Name of Event: (if applicable) JHS MUSEUM OPENING RECEPTION
 Date of Event: MAY 25, 2023 Hours of Event: 5-7 PM
 Location of Event: JHS MUSEUM, 92 N. BARRAVE Number of people attending: 45-60
 Name of Applicant/ Business: JAMESTOWN HISTORICAL SOCIETY (JHS)
 Mailing Address: PO BOX 150 Business Phone #: [REDACTED]
JAMESTOWN, RI 02835 Email Address: [REDACTED]
 Contact Person: BETSY BALDWIN Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) N/A

Who will the event benefit? JHS MEMBERS (FREE)

Type of Operation: (Private, State Sponsored, Non-Profit): NON PROFIT

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: [REDACTED] Non-Profit ID #: [REDACTED]

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50

All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? N/A

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes No

Will traffic control be needed? Yes No
If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: Betsy Baldwin, President JHS

Please attend the Town Council meeting on the _____ day of _____ 20____ for Council review



Town of Jamestown One Day Event/Entertainment Application

\$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)
HISTORICAL TOUR + FAMILY ACTIVITIES

Name of Event: (if applicable) WINDMILL DAY

Date of Event: JULY 27, 2023 Hours of Event: 11AM - 2PM

Location of Event: JAMESTOWN WINDMILL Number of people attending: 250-300

Name of Applicant/ Business: JAMESTOWN HISTORICAL SOCIETY

Mailing Address: PO BOX 154 Business Phone #: [REDACTED]

JAMESTOWN, RI 02835 Email Address: [REDACTED]

Contact Person: PETSY BALDWIN Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) BAND, FOODTRUCK, GAMES ^{KIDS}

Who will the event benefit? JAMESTOWN COMMUNITY

Type of Operation: (Private, State Sponsored, Non-Profit): NON PROFIT

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): N/A

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: [REDACTED] Non-Profit ID #: [REDACTED]

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50

All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? FOOD TRUCK - PIZZA + GELATO
A HAWAIIAN FOODTRUCK

Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes No

Will traffic control be needed? Yes No
If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: *P. Baldwin*

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.



Town of Jamestown One Day Event/Entertainment Application

\$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Documentary Film: *No Time to Fail*

Name of Event: (if applicable) Film Screening: No Time to Fail

Date of Event: ~~February 15, 2023~~ Rescheduled: March 9, 2023 Hours of Event: 7:00-830pm

Location of Event: 18 Valley Street, Jamestown, RI 02835. Number of people attending: 120

Name of Applicant/ Business: Jamestown Arts Center

Mailing Address: 18 Valley Street, Jamestown, RO 02835. Business Phone #: (401)560-0979

Email Address: [REDACTED]

Contact Person: Kelly McDermott Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.): N/A

Who will the event benefit? Jamestown Arts Center

Type of Operation: (Private, State Sponsored, Non-Profit): Non-Profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): N/A

If the applicant is a Non-Profit organization, is it registered with the State? Yes

RI Tax ID #: [REDACTED] Non-Profit ID #: 3 [REDACTED]

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? _____

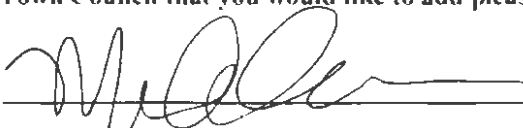
Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes : P Permit

Will traffic control be needed? No
If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: 

Please attend the Town Council meeting on the _____ day of _____ 20____ for Council review.



Town of Jamestown One Day Event/Entertainment Application

\$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
- Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Exhibition Opening

Name of Event: (if applicable) Exhibition Opening for A Hard Rain's a—Gonna Fall

Date of Event: April 21, 2023 Hours of Event: 5:30-7:30

Location of Event: 18 Valley Street, Jamestown, RI 02835. Number of people attending: 150

Name of Applicant/ Business: Jamestown Arts Center

Mailing Address: 18 Valley Street, Jamestown, RO 02835. Business Phone #: (401)560-0979

Email Address: [REDACTED]

Contact Person: Kelly McDermott Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.): N/A

Who will the event benefit? Jamestown Arts Center

Type of Operation: (Private, State Sponsored, Non-Profit): Non-Profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): N/A

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID # [REDACTED] Non-Profit ID # [REDACTED]

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? _____

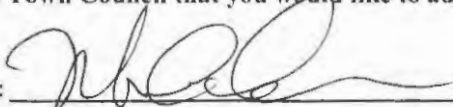
Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes: P Permit

Will traffic control be needed? No
If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: 

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.



Town of Jamestown One Day Event/Entertainment Application

\$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
- Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Annual fundraising event for the JAC

Name of Event: (if applicable) 2023 Summer Soirée

Date of Event: June 30, 2023 Hours of Event: 6:00-10:00pm

Location of Event: 18 Valley Street, Jamestown, RO 02835. Number of people attending: 350

Name of Applicant/ Business: Jamestown Arts Center

Mailing Address: 18 Valley Street, Jamestown, RO 02835. Business Phone #: (401)560-0979

Email Address: [REDACTED]

Contact Person: Kelly McDermott Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.): DJ

Who will the event benefit? Jamestown Arts Center

Type of Operation: (Private, State Sponsored, Non-Profit): Non-Profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): N/A

If the applicant is a Non-Profit organization, is it registered with the State? Yes

RI Tax ID #: [REDACTED] Non-Profit ID #: [REDACTED]

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? _____

Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes: P Permit

Will traffic control be needed? No
If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant:

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.



TOWN OF JAMESTOWN

One Day Event/Entertainment Application

RECEIVED
FEB 14 2023 02:08 PM
Roberto J. Fagan
TOWN OF JAMESTOWN TOWN CLERK

\$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Religious Service

Name of Event: (if applicable) Sunrise Easter Service

Date of Event: April 9, 2023 Hours of Event: 6am - 7am

Location of Event: East Ferry green Number of people attending: 25

Name of Applicant/ Business: St. Matthew's Church

Mailing Address: P.O. Box 317 Business Phone #: 401-423-1762

Jamestown, RI Email Address: stmattrector@am

Contact Person: Christa Moore-Jewesque Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) N/A

Who will the event benefit? n/a

Type of Operation: (Private, State Sponsored, Non-Profit): Religious service

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: [REDACTED] Non-Profit ID #: _____

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50

All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? none

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes No

Will traffic control be needed? Yes No
If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: Christa Moore-Jewesque

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.



TOWN OF JAMESTOWN

One Day Event/Entertainment Application

\$5.00 Application Fee

RECEIVED:
FEB 17, 2023 03:43 PM
Roberta J. Fuson
TOWN OF JAMESTOWN CLERK

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)
Fairy House Scavenger Hunt, a community event

Handwritten: \$5.00

Name of Event: (if applicable) Fairy House Scavenger Hunt

Date of Event: April 30, 2023 Hours of Event: 12 - 3 pm

Location of Event: CISF Tent, Fort Getty & around Ft Getty Number of people attending: approx 100

Name of Applicant/ Business: CISF (Conanicut Island Sailing Foundation)

Mailing Address: 7 Felucca Avenue Business Phone #: 401-855-6643

Jamestown, RI 02835 Email Address: CISFSailing@gmail.com

Contact Person: Meg Myles Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) none

Who will the event benefit? It is a free community event

Type of Operation: (Private, State Sponsored, Non-Profit): non-profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: [REDACTED] Non-Profit ID #: [REDACTED]

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50

All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? none

Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes No

Will traffic control be needed? Yes No

If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: M Myles

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.



TOWN OF JAMESTOWN

One Day

Event/Entertainment Application

\$5.00 Application Fee

RECEIVED
JAN 20 2023 11:11 AM
Robert L. Curran
TOWN OF JAMESTOWN

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Open House event to provide an opportunity for the public to participate in our typical activities

Name of Event: (if applicable) CISF Open House

Date of Event: June 17, ~~October~~ 2023 Hours of Event: 1-4 pm Rain Date 4/18

Location of Event: Port Getty - our tent Number of people attending: unknown 150?

Name of Applicant/ Business: CISF

Mailing Address: 7 Felucca Ave Business Phone #: [REDACTED]

Jamestown, RI 02835 Email Address: CISFSailing@gmail.com

Contact Person: _____ Phone Number: _____

List the type of entertainment being requested, if applicable (Band, DJ, etc.) _____

Who will the event benefit? participants in CISF

Type of Operation: (Private, State Sponsored, Non-Profit): non-profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

Red EN
RI Tax ID #: [REDACTED] Non-Profit ID #: tax exempt # [REDACTED]

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50

All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? maybe food, tshirts, water bottles, rafting
about pending state approval

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes No

Will traffic control be needed? Yes No
If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: M. Myler

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.



TOWN OF JAMESTOWN

One Day

Event/Entertainment Application

JAN 31 2023 02:49 PM
Robert J. Fason
TOWN OF JAMESTOWN Town Clerk

\$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures
(This form can be used with or without vendors)

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

* RAIN DATE 7/3/23

Name of Event: Jamestown 4th of July Fireworks

Date of Event: Sunday, July 2nd Hours of Event: 2:00 pm - 10:00 pm

Location of Event: East Ferry Number of people attending: 2,000

Name of Applicant/ Business: The Town of Jamestown

Mailing Address: 93 Narragansett Ave Business Phone #: 401-423-7266

Contact Person: Ray DeFalco Phone Number: 401-423-7266

List the type of entertainment being requested, if applicable (Band, DJ, etc.) Band

Who will the event benefit? Jamestown Residents

Type of Operation: (Private, State Sponsored, Non-Profit): Town Event

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: _____ Non-Profit ID #: _____

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? N/A

Will food be sold at the location? *If yes, you must contact the R.I. Department of Health* Yes No

Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes No

Will traffic control or a public facility be needed?
If yes, please contact the Jamestown Police Department Yes No

New Requirement in Response to COVID-19

All Applicants must also submit a COVID-19 Event Control Plan:

<https://www.reopeningri.com/resource/pdf/COVID-19-Control-Plan-Fillable-Template-Final-5.13.20.pdf>

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property. Certificate of insurance: Yes No



TOWN OF JAMESTOWN

One Day Event/Entertainment Application

FEB 21 2023 11:05 AM
Roberta J. Fagan
TOWN OF JAMESTOWN Town Clerk

\$5.00 Application Fee

\$5.00
pt

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Family centered event to honor and support the culture and people of Ukraine. Sunflowers are the national flower of Ukraine - sunflowers are a major theme.

Name of Event: (if applicable) Sunflower Family Festival

Date of Event: Sat August 26 rain date Sun Aug 27

Location of Event: Lawn at school grounds

Name of Applicant/ Business: Jamestown Ukraine Relief Project

Mailing Address: PO Box 36 Jamestown

Hours of Event: 11-2

Number of people attending: 400?

Business Phone #: _____

Email Address: jtn40 [redacted]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) folk music, crafts, activities for kids, foods/food trucks

Who will the event benefit? Jamestown Ukraine Relief Project

Type of Operation: (Private, State Sponsored, Non-Profit): non-profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No also John Andrews

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50

What types of items will be sold at this event? crafts, flags, sunflowers, shir
Local agencies/org to have table to share info.

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes No

Will traffic control be needed? Yes No

If yes, Please contact the Jamestown Police Department traffic safety detail will be requested

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No We will secure a certificate when to

If there is additional information for the Town Council that you would like to add please attach separate event correspondence. is approval

Signature of Applicant: Karen K. Bunter

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.

TOWN OF JAMESTOWN

Town Clerk's Office
93 Narragansett Avenue
Jamestown, RI 02835
423-7282 ~ fax: 423-7230

RECEIVED
JAN 31 2023 09:37 AM
Roberta J. Fagan
TOWN OF JAMESTOWN Town Clerk

December 1, 2022 - November 30, 2023

Renewal Holiday License

Please provide the Town Clerk's office with the following:

- Retail Sales Tax Permit
- Department of Health Certificate
- Holiday License Fee \$20.00

Name of Applicant: ROBERT UPHAM

DBA: ALL ASHORE COTTAGE OUTFITTER *

Business Address: 47 CONANICUS AVE.

Business Phone: 401-400-9090

Hours of Operation: 10am - 4⁰⁰pm

Owner Name & Address: _____ Owner Phone: _____

ROB UPHAM

Owner Phone: _____
Email: RU _____

JAMESTOWN, RI
02835

Signature of Applicant: Robert Upham

Applicant is required obtain signatures from the Fire Chief, Water & Sewer Clerk,
Tax Collector, Director of Public Works and the Zoning Official.

You may contact them directly

* store was closed while owners
were traveling



Town of Jamestown
Town Administrator
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9805

Edward A. Mello
Interim Town Administrator

MEMORANDUM TO: Honorable Town Council
FROM: Interim Town Administrator, Edward A. Mello
DATE: March 1, 2023
SUBJECT: Report for Town Council Meeting March 6, 2023

Fort Getty Gatehouse Project: The DPW is well under way with the construction of the new gatehouse. This is being constructed off-site and will be moved onto the new foundation in the coming weeks. Also, during this time will be the removal and demolition of the former gatehouse.



Town of Jamestown

Public Service Appointment Application

Committee, Commission or Board applying for: (MAY APPLY FOR MORE THAN ONE)**

Tax relief Working Group

Name: Connie Slick
Address: [REDACTED]
City: Jamestown Zip Code: 02835
Home Phone #: [REDACTED] Business Phone #: N/A

Are you a registered voter in the town of Jamestown: Y N

May we contact you at work: Y N NA

Occupation: retired E-mail address: [REDACTED]

Is your request for reappointment? Y N

If yes, how long have you served on the Committee, Commission or Board? _____

Have you attended meetings of a Committee, Commission or Board in the past? Y N

If yes, which one: STR ordinance + town Council + Planning meetings

Is there a specific evening or other period of time you would be unavailable to attend meetings? Y N

If so, please indicate: _____

Do you anticipate having to refrain from participating in discussions or voting on any particular matter(s) that may come before said Committee, Commission or Board because of a conflict of interest? Y N

If so, please explain: I would refrain from voting on final decisions concerning STR ordinance.

Please be advised that appointment to the Zoning Board of Review, the Planning Commission, and several other Boards require time during the regular work day to review plans and conduct site inspections. Do you understand the time requirements necessary to serve and are you able to make that commitment? Y N

Applications are kept on file for one (1) year from the date of receipt. Would you like your application to be kept on file for future consideration? Y N

PLEASE BE SURE TO ATTACH A RESUME

Connie Slick
Signature

2-22-23
Date

Please be advised that you will need to go before the Town Council for an interview.

Interview scheduled for: _____ at _____ PM.

Please return to: **Town Clerk's Office** 93 Narragansett Avenue, Jamestown, RI 02835
Email: rfagan@jamestownri.net or dgamon@jamestownri.net or Fax # (401) 423-7230



Town of Jamestown

Public Service Appointment Application

Committee, Commission or Board applying for: (MAY APPLY FOR MORE THAN ONE)**

New working group to consider Jamestown Homestead exemption

Name: Linda J. Jamison

Address: [REDACTED]

City: Jamestown Zip Code: RI

Home Phone #: [REDACTED] Business Phone #: [REDACTED]

Are you a registered voter in the town of Jamestown: Y N

May we contact you at work: Y N

Occupation: financial advisor E-mail address: [REDACTED]

Is your request for reappointment? Y N

If yes, how long have you served on the Committee, Commission or Board? _____

Have you attended meetings of a Committee, Commission or Board in the past? Y N

If yes, which one: Jamestown Board of Canvassers

Is there a specific evening or other period of time you would be unavailable to attend meetings? Y N

If so, please indicate: _____

Do you anticipate having to refrain from participating in discussions or voting on any particular matter(s) that may come before said Committee, Commission or Board because of a conflict of interest? Y N

If so, please explain: _____

Please be advised that appointment to the Zoning Board of Review, the Planning Commission, and several other Boards require time during the regular work day to review plans and conduct site inspections. Do you understand the time requirements necessary to serve and are you able to make that commitment? Y N

Applications are kept on file for one (1) year from the date of receipt. Would you like your application to be kept on file for future consideration? Y N

PLEASE BE SURE TO ATTACH A RESUME

Signature: Linda J. Jamison

Date: 1/20/2023

Please be advised that you will need to go before the Town Council for an interview.

Interview scheduled for: _____ at _____ PM.

Please return to: **Town Clerk's Office** 93 Narragansett Avenue, Jamestown, RI 02835
Email: rfagan@jamestownri.net or dgamon@jamestownri.net or Fax # (401) 423-7230



RECEIVED
FEB 10, 2023 12:25 PM
TOWN OF JAMESTOWN, RI

Town of Jamestown

Public Service Appointment Application

Committee, Commission or Board applying for: (MAY APPLY FOR MORE THAN ONE)**

Tax Relief

Name: E. Edward Ross
Address: [Redacted]
City: Jamestown Zip Code: 02835
Home Phone #: [Redacted] Business Phone #: Same

Are you a registered voter in the town of Jamestown: Y N

May we contact you at work: Y N

Occupation: Executive E-mail address: [Redacted]

Is your request for reappointment? Y N

If yes, how long have you served on the Committee, Commission or Board? _____

Have you attended meetings of a Committee, Commission or Board in the past? Y N

If yes, which one: _____

Is there a specific evening or other period of time you would be unavailable to attend meetings? Y N

If so, please indicate: need advanced notice

Do you anticipate having to refrain from participating in discussions or voting on any particular matter(s) that may come before said Committee, Commission or Board because of a conflict of interest? Y N

If so, please explain: uh sure. I own a rental property in town

Please be advised that appointment to the Zoning Board of Review, the Planning Commission, and several other Boards require time during the regular work day to review plans and conduct site inspections. Do you understand the time requirements necessary to serve and are you able to make that commitment? Y N

Applications are kept on file for one (1) year from the date of receipt. Would you like your application to be kept on file for future consideration? Y N

PLEASE BE SURE TO ATTACH A RESUME

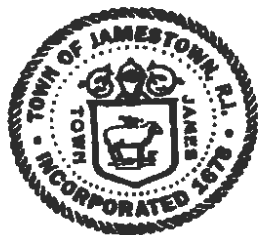
Signature [Handwritten Signature]

Date Feb 6, 2023

Please be advised that you will need to go before the Town Council for an interview.

Interview scheduled for: _____ at _____ PM.

Please return to: **Town Clerk's Office** 93 Narragansett Avenue, Jamestown, RI 02835
Email: rfagan@jamestownri.net or dgamon@jamestownri.net or Fax # (401) 423-7230



Town of Jamestown

Public Service Appointment Application

Committee, Commission or Board applying for: (MAY APPLY FOR MORE THAN ONE)**

Name: Michelle K. Gustafson Owen
Address: [REDACTED]
City: Jamestown RI Zip Code: 02835
Home Phone #: [REDACTED] Business Phone #: [REDACTED]

Are you a registered voter in the town of Jamestown: Y N

May we contact you at work: Y N

Occupation: Engineer E-mail address: [REDACTED]

Is your request for reappointment? Y N

If yes, how long have you served on the Committee, Commission or Board? _____

Have you attended meetings of a Committee, Commission or Board in the past? Y N

If yes, which one: Town Meetings

Is there a specific evening or other period of time you would be unavailable to attend meetings? Y N

If so, please indicate: Varies w/ work travel

Do you anticipate having to refrain from participating in discussions or voting on any particular matter(s) that may come before said Committee, Commission or Board because of a conflict of interest? Y N

If so, please explain: _____

Please be advised that appointment to the Zoning Board of Review, the Planning Commission, and several other Boards require time during the regular work day to review plans and conduct site inspections. Do you understand the time requirements necessary to serve and are you able to make that commitment? Y N

Applications are kept on file for one (1) year from the date of receipt. Would you like your application to be kept on file for future consideration? Y N

PLEASE BE SURE TO ATTACH A RESUME

Michelle K. Gustafson Owen
Signature

FEB 7, 2013
Date

Please be advised that you will need to go before the Town Council for an interview.

Interview scheduled for: _____ at _____ PM.

Please return to: **Town Clerk's Office** 93 Narragansett Avenue, Jamestown, RI 02835
Email: rfagan@jamestownri.net or dgamon@jamestownri.net or Fax # (401) 423-7230



RECEIVED:
FEB 22 2023 08:50 AM
Robert J. Fagan
Town Clerk

Town of Jamestown

Public Service Appointment Application

Committee, Commission or Board applying for: **(MAY APPLY FOR MORE THAN ONE)****

Tax Relief

Name: Beth Smith
Address: [REDACTED]
City: Jamestown Zip Code: 02835
Home Phone #: [REDACTED] Business Phone #: same

Are you a registered voter in the town of Jamestown: Y N

May we contact you at work: Y N

Occupation: Management Consultant E-mail address: [REDACTED]

Is your request for reappointment? Y N

If yes, how long have you served on the Committee, Commission or Board? _____

Have you attended meetings of a Committee, Commission or Board in the past? Y N

If yes, which one: Tax Valuation Committee, Christine Brochu

Is there a specific evening or other period of time you would be unavailable to attend meetings? Y N

If so, please indicate: _____

Do you anticipate having to refrain from participating in discussions or voting on any particular matter(s) that may come before said Committee, Commission or Board because of a conflict of interest? Y N

If so, please explain: _____

Please be advised that appointment to the Zoning Board of Review, the Planning Commission, and several other Boards require time during the regular work day to review plans and conduct site inspections. Do you understand the time requirements necessary to serve and are you able to make that commitment? Y N

Applications are kept on file for one (1) year from the date of receipt. Would you like your application to be kept on file for future consideration? Y N

PLEASE BE SURE TO ATTACH A RESUME

Beth Smith
Signature

2/21/2023
Date

Please be advised that you will need to go before the Town Council for an interview.

Interview scheduled for: _____ at _____ PM.

Please return to: **Town Clerk's Office** 93 Narragansett Avenue, Jamestown, RI 02835
Email: rfagan@jamestownri.net or dqamon@jamestownri.net or Fax # (401) 423-7230



Town of Jamestown

Public Service Appointment Application

RECEIVED
FEB 24 2023 03:43 PM

Committee, Commission or Board applying for: (MAY APPLY FOR MORE THAN ONE)**

Tax Relief Working Group

Name: Dan West
Address: [REDACTED]
City: Jamestown Zip Code: 02835
Home Phone #: 512-431-2317 Business Phone #: _____

Are you a registered voter in the town of Jamestown: Y N

May we contact you at work: Y N

Occupation: Executive E-mail address: [REDACTED]

Is your request for reappointment? Y N

If yes, how long have you served on the Committee, Commission or Board? _____

Have you attended meetings of a Committee, Commission or Board in the past? Y N

If yes, which one: School Committee and Town Council

Is there a specific evening or other period of time you would be unavailable to attend meetings? Y N

If so, please indicate: _____

Do you anticipate having to refrain from participating in discussions or voting on any particular matter(s) that may come before said Committee, Commission or Board because of a conflict of interest? Y N

If so, please explain: _____

Please be advised that appointment to the Zoning Board of Review, the Planning Commission, and several other Boards require time during the regular work day to review plans and conduct site inspections. Do you understand the time requirements necessary to serve and are you able to make that commitment? Y N

Applications are kept on file for one (1) year from the date of receipt. Would you like your application to be kept on file for future consideration? Y N

PLEASE BE SURE TO ATTACH A RESUME

[Signature]
Signature

2/23/23
Date

Please be advised that you will need to go before the Town Council for an interview.

Interview scheduled for: _____ at _____ PM.

Please return to: **Town Clerk's Office** 93 Narragansett Avenue, Jamestown, RI 02835
Email: rfagan@jamestownri.net or dqamon@jamestownri.net or Fax # (401) 423-7230



Town of Jamestown

Public Service Appointment Application

Committee, Commission or Board applying for: (MAY APPLY FOR MORE THAN ONE)**

GEN. SERV. SERVICES

Name: Joyce Watson-O'Neil

Address: [REDACTED]

City: Jamestown Zip Code: 02835

Home Phone #: [REDACTED] Business Phone #: _____

Are you a registered voter in the town of Jamestown: Yes N

May we contact you at work: Y N

Occupation: Retired Social Worker E-mail address: [REDACTED]

Is your request for reappointment? Y N NO

If yes, how long have you served on the Committee, Commission or Board? _____

Have you attended meetings of a Committee, Commission or Board in the past? Y N No

If yes, which one: _____

Is there a specific evening or other period of time you would be unavailable to attend meetings? Y N No

If so, please indicate: _____

Do you anticipate having to refrain from participating in discussions or voting on any particular matter(s) that may come before said Committee, Commission or Board because of a conflict of interest? Y N No

If so, please explain: _____

Please be advised that appointment to the Zoning Board of Review, the Planning Commission, and several other Boards require time during the regular work day to review plans and conduct site inspections. Do you understand the time requirements necessary to serve and are you able to make that commitment? Y Yes N

Applications are kept on file for one (1) year from the date of receipt. Would you like your application to be kept on file for future consideration? Y Yes N

PLEASE BE SURE TO ATTACH A RESUME

Joyce Watson-O'Neil, LICSW, MPH
Signature

February 13, 2023
Date

Please be advised that you will need to go before the Town Council for an interview.

Interview scheduled for: _____ at _____ PM.

Please return to: **Town Clerk's Office** 93 Narragansett Avenue, Jamestown, RI 02835
Email: rfagan@jamestownri.net or dgamon@jamestownri.net or Fax # (401) 423-7230



Town of Jamestown

Public Service Appointment Application

Committee, Commission or Board applying for: (MAY APPLY FOR MORE THAN ONE)**

Senior Services Committee

Name: Deb Howard

Address: [REDACTED]

City: Jamestown Zip Code: 02835

Home Phone #: [REDACTED] Business Phone #: _____

Are you a registered voter in the town of Jamestown: Y N

May we contact you at work: Y N

Occupation: Tour Director E-mail address: [REDACTED]

Is your request for reappointment? Y N

If yes, how long have you served on the Committee, Commission or Board? _____

Have you attended meetings of a Committee, Commission or Board in the past? Y N

If yes, which one: _____

Is there a specific evening or other period of time you would be unavailable to attend meetings? Y N

If so, please indicate: I have an erratic schedule due to work travel.

Do you anticipate having to refrain from participating in discussions or voting on any particular matter(s) that may come before said Committee, Commission or Board because of a conflict of interest? Y N

If so, please explain: _____

Please be advised that appointment to the Zoning Board of Review, the Planning Commission, and several other Boards require time during the regular work day to review plans and conduct site inspections. Do you understand the time requirements necessary to serve and are you able to make that commitment? Y N

This may need to be explained
Applications are kept on file for one (1) year from the date of receipt. Would you like your application to be kept on file for future consideration? Y N

PLEASE BE SURE TO ATTACH A RESUME

Deborah Howard
Signature

2/16/23
Date

Please be advised that you will need to go before the Town Council for an interview.

Interview scheduled for: _____ at _____ PM.

Please return to: **Town Clerk's Office** 93 Narragansett Avenue, Jamestown, RI 02835
Email: rfagan@jamestownri.net or dgamon@jamestownri.net or Fax # (401) 423-7230



March 2, 2014

LETTER OF REFERENCE

Subject: Deb Howard, Tour Manager Extraordinaire

To Whom It May Concern,

This letter is to introduce you to a very special person. Her name is Deb Howard. And she has worked at AFC Vacations as one of our top tour managers for over 4 years.

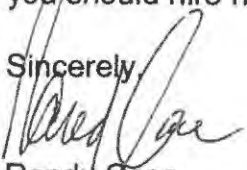
In that time, I have worked directly with Deb and have found her to be everything I could ever hope for in a professional tour manager. She possesses all the skills and personality necessary to be successful as a tour director. She is extremely fun, a great story teller, and an incredibly creative problem solver. When I send a group out with Deb, I know she will take care of any problems on the tour and will always bring home a group of happy customers, ready to go on another AFC Vacation.

But what really makes Deb so valuable is her dedication to her job, her thorough preparation prior to departure, her knowledge of so many destinations, and her ability to show so much "tact" in handling upscale, mature travelers. She can put a customer in their place and have the customer enjoying it. That is a real skill.

So, in short, if you want a low maintenance, "get it done" tour manager, who will do nothing but increase your bottom line, then you should absolutely hire Deb Howard without any hesitation.

I only wish we had more departures to assign Deb. I am sorry to have to share her with another company, but we do not operate the volume of tours that can support her full time, year round. Although Deb still works for AFC and will continue to do so, I feel an obligation to help her find more work in her chosen profession. Deb is a real gem and you should hire her right away.

Sincerely,


Randy Case
President
AFC Tours Inc.

6450 Lusk Blvd, Suite E210, San Diego, CA 92121
Phone: 858/481-8188 Fax: 858/481-8368
www.afcvacations.com CST # 2015544-40



August 18, 2010

Letter of Introduction for Deb Howard

AmeriCares Free Clinics, Inc.

88 Hamilton Avenue
Stamford, CT 06902

tel: 203 658 9500
fax: 203 658 9612
tel: 800 486 4357

www.americaresfreeclinics.org

Clinic Locations
Norwalk
Danbury
Bridgeport

It is with pleasure I introduce Deb Howard. She began working with us in 2001 and since that time has served in positions of increasing responsibility. Deb is a unique individual with many years of experience in a wide variety of settings. She is a multi-talented professional and to my mind she can meet and will exceed your needs and expectations.

The themes among Deb's multi-faceted strengths include her ability to create and manage events and her ability to motivate and coordinate staff and contracted services – all with total attention to detail and focus on superlative results. Deb is a seasoned professional who takes pride in her work and gives every aspect of her job her all.

Deb was a full-time, highly valued member of the free clinic team. Her responsibilities included manager of community affairs and volunteer services. In these positions she coordinated all events – from hundreds of attendees at a complex fundraising event, to legislative breakfasts. No job was too big or too small as she navigated the layers of activities from AV needs to contracting with vendors as well as managed the recruitment, retention and recognition of volunteers.

Her interpersonal and communications skills are excellent. She works collegially with other departments motivating their partnership and support. She organizes every detail of the project and is sensitive to the needs of the participants. Her personal values include a dedication to excellence, integrity to herself and the job, and a passion that drives her. Her work ethic is limitless and is no stranger to working long hours, late nights and weekends or meeting deadlines.

With Deb, it is all about relationships. Whether working with staff, other departments or clients, Deb exudes enthusiasm, dedication and professionalism. Her ability to socialize while putting forth an effective agenda and succinctly summarize key points serves her well. Whether communicating face-to-face, in front of a crowd or on paper, Deb is equally effective.

Deb is organized, insightful, a people person, experienced with budgets, works independently and I am confident she can take care of whatever she is asked to do. With the economic downturn in 2009 we were forced to cut our staff by 25%, which included all community and volunteer services staff; if not for that Deb would still be with us. She was well respected and still is missed amongst her peers and coworkers. I recommend her without reservation and am available at (203) 658-9650 should you have any questions or desire more detail.

Sincerely,

Karen Gottlieb
Executive Director

AmeriCares Free Clinics, Inc.

TOWN COUNCIL SPECIAL MEETING MINUTES February 6, 2023

I. ROLL CALL

A special meeting of the Jamestown Town Council was held on February 6, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, Randy White, and Erik Brine

Also, in attendance: Town Administrator Jamie Hainsworth, Solicitor Peter Ruggiero, Finance Director Christina Collins, 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 9:30 a.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 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.

III. 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) Pursuant to RIGL § 42-46-5(a) Subsection (1) Personnel-Town Administrator; conduct applicant reviews, discuss criteria, qualifications, and desired characteristics for candidates. Possible discussion and/or potential action(s) announcement(s) and/or vote(s) from Executive Session and/or Open Session concerning the selection and appointment of a Town Administrator, to include a salary and compensation package.

The Town Council requested the Town staff leave the council chambers while they further reviewed and discussed the candidates for the Town Administrator position.

At 11:20 a.m. Town Administrator Hainsworth, Finance Director Tina Collins and Town Clerk Roberta Fagan were asked to rejoin the meeting.

Pursuant to RIGL § 42-46-5(a) Subsection (1) Personnel-Town Administrator; conduct applicant reviews, discuss criteria, qualifications, and desired characteristics for candidates, the following vote was taken concerning the selection and appointment of a Town Administrator, to include a salary and compensation package. A motion was made by Councilor R. White with a second by Councilor Brine to appoint Edward A. Mello as the Interim Town Administrator for seven (7) months, effective February 27, 2023, through September 30, 2023. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor R. White, Aye; Councilor Brine, Aye and Councilor M. White, Aye.

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 reconvened the Open Meeting at 11:24 a.m. and announced the appointment of Edward A. Mello as the Interim Town Administrator for seven (7) months, effective February 27, 2023 through September 30, 2023.

IV. ADJOURNMENT

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn at 11:25 a.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

Attest:

Roberta J. Fagan, Town Clerk

TOWN COUNCIL SPECIAL MEETING February 13, 2023

I. ROLL CALL

A special meeting of the Jamestown Town Council was held on February 13, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, Randy White, and Erik Brine

Also, in attendance: Town Administrator Jamie Hainsworth, Solicitor Peter Ruggiero, Police Chief Edward Mello, Finance Director Christina Collins, Public Works Director Michael Gray, Building and Zoning Official Peter Medeiros, Town Planner Lisa Bryer, 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 11:05 a.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 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.

III. 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) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL § 42-46-5(a) Subsection (5) East Ferry Use: Potential Lease Agreement with Conanicut Marine Services, Inc.

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.

It was announced that no votes were taken.

IV. ADJOURNMENT

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn at 12:34 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

Attest:

Roberta J. Fagan, Town Clerk

Approved as written
Jamestown Affordable Housing Committee Minutes
January 10, 2023
9:00am
93 Narragansett Avenue
Jamestown, RI 02835

I. Call to Order

The meeting was called to order at 9:02am and the following members were present: Job Toll, Joe Cannon, Bob Plain, Quaker Case, Lisa Bryer
Not present: Fred Pease, Mary Meagher
Also present: Carrie Kolb

II. Approval of Minutes December 13, 2022 – review, discussion and/or action and/or vote

1. December 13, 2022 open meeting - review, discussion and/or action and/or vote

A motion to approve the minutes from December 13, 2022 was moved by Case and seconded by Cannon, as amended. All in favor.

2. December 13, 2022 executive session - review, discussion and/or action and/or vote

A motion to approve the executive session minutes from December 13, 2022 was moved by Cannon and seconded by Case, as amended. All in favor.

III. Executive Session

1. Town-owned land - review, discussion and/or action and/or vote

A motion to enter into Executive Session at 9:18am was moved by Toll and Cannon. All in favor.

A motion to adjourn from Executive Session at 9:34am was moved by Toll and seconded by Cannon. All in favor.

A motion to seal the minutes from Executive Session was moved by Case and seconded by Cannon. All in favor.

The Chair reported that no votes were taken during Executive Session.

IV. Rentals & Accessory Dwelling Units - review, discussion and/or action and/or vote

South Kingstown offers a tax break for new ADUs and they have seen 7 in 3 years. Plain is wondering if he should talk to Town Council as a citizen, not representing the Affordable Housing Committee to support ADUs. Discussion ensued. The AHC will come up with a policy

Affordable Housing Committee Minutes
 January 10, 2023
 Page 2 of 3

on ADUs and then talk to individuals and other committees. The AHC has already written a letter to the Planning Commission in support of ADUs.

V. Tools and Techniques for Creating Affordable Housing in Jamestown - review, discussion and/or action and/or vote

Discussion ensued about liaisons to committees. Ann Kuhn and Susan Gorelick, from Conservation Commission, have stated interest in attending future meetings of AHC. The Town Council can appoint liaisons to committees. Members from committees are welcome to attend other committee's meetings under the open meetings law.

VI. Report/White Paper on Affordable Housing in Jamestown - review, discussion and/or action and/or vote

The 2022 Integrated Housing Report from Rhode Island Department of Housing submitted in January 2023 was distributed. Plain created a spreadsheet with information from the report and he will work on flushing out more information for the next meeting. The committee can have a more robust conversation on the report in February.

Case asked about getting information to include in the report. Bryer said that she will provide information and RI Housing website has information. She also noted that a list of addresses of affordable housing cannot be published in a report for privacy reasons.

Case asked what classifications are in the charge? Bryer stated that affordable housing in Jamestown includes elderly and special needs.

VII. Member Reports – review, discussion, and/or action and/or vote

Cannon thanked the committee for allowing him to talk at a previous meeting. He asked committee members to re-read the information that he had given out. The committee can use the Comp Plan as a focus. Cannon said that a coalition with the police department, fire department, municipal workers and Affordable Housing Committee could erode some of the “not in my back yard” that affordable housing usually faces.

Discussion ensued on the committee's trajectory. Plain said that the committee is building a foundation for the future. Advocating for housing in Jamestown is a hard job.

VIII. Community Land Trust - review, discussion and/or action and/or vote

Bryer gave an update on the Community Land Trust. Meagher has sent information about the Community Land Trust to the Town Solicitor and he has asked a lot of questions. A meeting was held with Bryer, Meagher, Town Solicitor and Christian Belden. Church Community Housing Corporation. All the answers have not been hammered out yet.

Plain said that Meagher is going to make the Land Trust happen in 2023. It will be a win for the community and help to preserve economic diversity in Jamestown.

Affordable Housing Committee Minutes
January 10, 2023
Page 3 of 3

IX. Future meetings and agenda items of Affordable Housing Committee - review, discussion and/or action and/or vote

The next meeting will be on Wednesday, February 15 at 5:00pm. Future meetings will be held on the third Wednesday of each month at 5:00pm.

X. Adjournment

A motion to adjourn at 10:26am was moved by Cannon and seconded by Case. All in favor

Attest:

Lisa Bryer
Town Planner and

Carrie Kolb
Planning Assistant

Approved as amended
PLANNING COMMISSION MINUTES
February 1, 2023
7:00 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:01pm and the following members were present

Mike Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Diane Harrison
Bernie Pfeiffer	Dana Prestigiacomo

Not present: Mick Cochran

Also present:

Lisa Bryer, AICP – Town Planner
Carrie Kolb – Planning Assistant
Wyatt Brochu, Esq – Ruggiero, Brochu & Petrarca
Marian Falla

II. Citizen's Non-Agenda Item - none

III. Correspondence

1. Memorandum to Zoning Commission re DPW Workshop/storage building
Correspondence was recognized and received.

IV. Old Business

1. Jamestown Zoning Ordinance update - review, discussion and/or action and/or vote
 - A. Accessory Dwelling Units (ADUs) - review, discussion and/or action and/or vote

Bryer explains that Jamestown has allowed Accessory Family Dwelling Units since 2014 and the program has been very successful and approximately 25 have been approved. The ADUs law passed by the State of Rhode Island has everyone confused from Town Planners, solicitors, and consultants.

Planning Commission Minutes
February 1, 2023
Page 2 of 4

A draft of Proposed Article 12 (currently article 14 AFDUs) – Accessory Dwelling Units (ADUs) ordinance was distributed in the packet materials. The draft is a starting point, then it will be reviewed by the Town Solicitors with Bryer, and returned to the Planning Commission for final discussion. Two important questions the Solicitors will review – 1) Can the Town prohibit short term rentals in ADUs? 2) Can the Town require year-round rental of units if they are rented, should the Town open the option of ADUs up to non-family members?

The Rhode Island Chapter of the American Planning Association will be submitting a white paper on the ADUs Law to the State Legislature. The Law is expected to change in this Legislative Session.

Discussion ensued regarding family units. The applicant for an AFDU is required to sign an notarized affidavit stating the use is for a family member or caregiver. Bryer said the affidavit is supposed to be submitted yearly, but there is not enough staffing to enforce this. AFDUs are being built and used and there have not been complaints from neighbors. Bryer asked whether they are being used as intended and she responded yes.

Discussion of the State Law ensued. The law allows for accommodation of family members, who are 62 years of age or older, family members with disabilities, or to accommodate other family members and on lots that are zoned over 20,000 sq ft. Also, if the municipality currently allows ADUs then they have to be allowed on anything zoned over 20,000 sq ft. Brochu said that many questions have been raised since the law was passed and the legal community is waiting to see in this legislative session if any questions get answered. The best-case scenario is that the law gets solidified.

Bryer discussed changes from AFDU Ordinance to the proposed ADU Ordinance. The ADUs definition mirrors the new State's definition.

What is removed from AFDU Ordinance to ADU Ordinance? The ADU having to have separate ingress and egress was removed. The requirement to have a common interior door for an ADU within a primary dwelling was removed. The requirement to file a yearly affidavit was removed. The requirement for a TRC meeting, abutter notification and newspaper postings were removed.

Discussion on the Zoning Officer's ability to enforce the Ordinance ensued. The Zoning Officer needs the tools to enforce the ordinance. Swistak asks how the Zoning Official can check who is living in the ADU if there isn't a requirement for recertification? After discussion, it was decided that the yearly filing of an affidavit will be added back into to the ADUs Ordinance. Also discussed was the ability for the Zoning Officer to re-inspect dwelling units when needed.

Discussion of an ADU being added to an already non-conforming small lot ensued as proposed by state law. Brochu noted that if ADUs are allowed by right, then an applicant can ask for zoning relief based on the setbacks for a non-conforming property. Discussion of increased septic capacity in non-sewered areas occurred.

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 February 1, 2023
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Marian Falla, 75 Green Lane, spoke to the Commission. She likes the Short-Term Rental restrictions in ADUs. She is aware of several dwellings where the main house is unoccupied and transients go through and stay in ADU. She also expressed that she would like ADUs to have separate water hook ups to understand how much water is being used. Commissioner Swistak explained that all the water and utilities run through the main dwelling on purpose, so it is not easy to turn ADU into a separate rental unit. Falla said that she gave the handout on Middletown.

Discussion of the definition of a caregiver ensued. Bryer will add the definition back into the ADUs Ordinance.

Discussion of Affordable Housing in ADUs was discussion. Affordable Housing in ADUs is still permitted by the State, however it is no longer incentivized in town where they are permitted by right. The requirement for a deed restriction was removed. The Affordable Housing would use public assistance vouchers and be income based.

Discussion ensued regarding build out calculations ensued. The last build out analysis was completed in 2015 and it assumed that 25 ADUs would be "affordable". It can be assumed that the family units took the place of "affordable". Based on how the law changes during the legislative session, will affect how the Town plans for build out analysis and water supply management, which is being done now. When the law was created, Rhode Island choose not to include any exemptions for municipalities for issues with resources, which other States have done.

B. Schedule March 15 and April 19 Workshops - review, discussion and/or action and/or vote

Bryer said that will be two public Zoning Workshops for the public to give input which will be led by Jeff Davis of Horsley Witten. The first workshop will discuss sections that were amended by not completely changed and the second workshop will discuss sections that have changed. The website www.JamestownZoning.com will be utilized as communication tool with the public. At this time there are not any applications for meetings in March and April, however if an application does come in, the Planning Commission can meet at 6:00pm for the applications and 7:00pm for the workshop.

Upcoming meeting schedule:

Feb 15 – meeting

March 1 – cancelled

March 15 – Ordinances Workshop #1

April 5 – cancelled

April 19 – Ordinances Workshop #2

V. Reports

Planning Commission Minutes
February 1, 2023
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- Planner's Report
 - Future meetings – topics and applications

Bryer gave an update on the Short- Term Rental Ordinance. The working group will meet one more time at a future date. The staff is still working with Granicus. The staff will develop a Short-Term Rental webpage on the Jamestown website as a resource and communication tool.

VI. Approval of Minutes – review, discussion and/or action and/or vote

1. January 18, 2023

A motion was moved by Commissioner Enright and seconded by Commissioner Pendlebury to approve the minutes from January 18, 2023 as amended. All in favor.

Page 2: Paragraph 3 to read: “calculated space ~~was~~ included unheated...”

Commissioner Pendlebury received a policy brief from ICLEI – Local Governments for Sustainability called “The Ambition Gap: From Intent to Implementation in Local Climate Action” and it is perfect timing for the discussion and implementation of the Jamestown Energy Plan. Kolb will distribute to the Commission. Commissioner Enright asked that an email from Frank Meyer on the topic of the Energy Plan be shared with the Commission, and Bryer will distribute.

VII. Adjournment

A motion to adjourn at 8:13pm was moved by Commissioner Enright and seconded by Commissioner Prestigiacomo. So unanimously voted.

Attest:

Carrie Kolb & Lisa Bryer

Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
Wednesday, December 21, 2022
Meeting Minutes

Call to Order: The meeting was called to order at 6:31 pm.

Roll Call: Present - Walter Bopp, Jim Simmons, Richard Kingsley, John Murphy, Beth Herman, Darcy Magratten, Steve Saracino, Barbara Lundy. Absent: Steve Heath

Reading and Approval of Minutes: John made a motion to approve the November 16th minutes, seconded by Jim. The minutes were approved unanimously.

Communications:

An email was received from Cassandra Zampini concerning removal of trees at 75 Ledge Road. Walter responded that as they were on private property the Tree Committee had no jurisdiction, and suggested that she speak with the homeowner to share her concerns.

Tree Warden Correspondence and Report: See attached.

Narragansett Ave. tree planting initiative: The Zelkova in poor condition at 38E Narragansett Ave. was removed and an acer rubrum Armstrong Maple planted in a new adjacent cutout area. Darcy met with Robert at the Jamestown Press concerning planting a tree on their property but received no response. She will try again in the spring.

Tree Nursery: Steve S. submitted a current inventory of trees in the nursery which includes many recently purchased trees. Residents may request trees be planted adjacent to their property on town land. Darcy asked if someone who requests a tree would be permitted to choose it. Steve S. stated that no, the protocol is for him to meet with the requester and make a recommendation. It was noted that the price for a new tree on the town website remains at \$50. Given the cost to the town to purchase and plant the tree, this seems insufficient. John moved to increase the price to \$100, seconded by Walter. The motion passed unanimously. The change will be made in the form. Darcy will post the inventory on the TC website along with stock pictures.

Tree removal requests: A tree pruning request was received for several trees at 34 Marine Avenue. They will be pruned and canopies balanced.

Unfinished Business:

Town Tree Inventory: Richard and Beth met to review the status of the previously collected information, most of which is on paper. How to get the paper GPS information into the iPad

is the challenge. Richard will contact Tig of Forest Metrix to determine the best way to do this.

Website: Darcy will enter the tree nursery information. She suggested that we run an ad in the Jamestown Press in March letting people know that trees were available. Walter noted that now that the nursery has been upgraded and the new sign installed, we should encourage visitors. Darcy will follow up with Rolling Agenda as the nursery is immediately adjacent to the new bike path.

Favorite Tree activity: Darcy again suggested that we focus on this activity in the spring.

Budget: The committee reviewed a 2023 budget spreadsheet prepared by Donna Repko. The purpose is to get a clearer picture of our proposed expenses outside of the historical purview of the DPW, such as operating the website and printing brochures. Members will review and finalize at the next meeting. We will then set up an informal meeting with the new Town Administrator, Mike Gray and Tina Collins to inform them of our proposed activities. Walter agreed to follow up. Jim asked whether we also need to add \$ for maintaining the tree nursery. John noted that Taylor Point owns its own tools. Items could include purchase of tools, burlap and stakes. These could be kept safely in the locked shed. Steve S. agreed. Steve will also talk with Lou Allard from RIDEM about getting a grant for this purpose. Student volunteers can continue to provide labor. Jim asked whether the town could provide mulch. Steve S. will check with the town. He also noted that so far the nursery trees have managed without irrigation, but that given the inclusion of more new trees it would be helpful. He noted that the town could fill the existing water tank.

Earth Day: Barbara, Darcy and Beth met for a brainstorming session to develop ideas for Earth Day as well as other potential activities for the Committee. A memo summarizing their thoughts was circulated. Walter suggested including a tour of the tree nursery as an activity.

Future lectures and activities: Walter spoke to Clem De Jardin about giving a lecture about beech tree diseases. He is interested in doing so. A time of mid-February to early March was suggested. Locations suggested included the Recreation Center, the Baptist Church and St. Matthews. Beth will follow up.

New Business:

New officers must be selected in January. Walter appointed Darcy and Beth as the search committee. New members will be appointed by the town to replace John and Walter. Donna Repko has reapplied.

Year end wrap up: Walter summarized the Committee's accomplishments during 2022.

These included planting of new trees on Narragansett Avenue; cleanup, new fencing and signage at the tree nursery; new trees in the nursery; publication of the tree walk brochure and tour; tree lecture; Arbor Day celebration; the Fourth of July parade; work on the town tree inventory, and creation and maintenance of the website. Also significant was the expansion of communication with the town.

Liaison and Other Reports.

Barbara Lundy reported that the Conservation Commission is working on improving accessibility to the Kitt Wright and Hull Cove Trails. Boardwalks may eventually be installed. CRC continues to clean up Gould Island, starting with the south end. The trail map is being updated. The map is not presently on line, although the trails are posted on the All Trails app. QR codes are being considered. Darcy offered to assist with the trail map. Barbara noted that there is an opening on the Conservation Commission.

Open Forum. None

Future Agenda Topics; Items of Interest. None.

Adjourn: There being no further business, John moved to adjourn, seconded by Jim. The meeting was adjourned at 7:42 pm.

Next Meeting: The next Tree Committee meeting is scheduled for 6:30 pm on Wednesday, January 18th 2023, in the Jamestown Town Hall small meeting room.

Respectfully submitted,
Beth Herman, Secretary

Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
Wednesday, January 25, 2023
Meeting Minutes

Call to Order: The meeting was called to order at 6:30 pm.

Roll Call: Present - Walter Bopp, Jim Simmons, Richard Kingsley, John Murphy, Beth Herman, Steve Saracino, Barbara Lundy. Absent: Darcy Magratten, Steve Heath.
Observers: Dorothy Raynes, Michele Foster.

Reading and Approval of Minutes: Richard made a motion to approve the December 21st minutes, seconded by Jim. The minutes were approved unanimously.

Communications:

Tree removal requests: A request was received to remove dead trees on Mt. Hope Avenue adjacent to the wall of the golf course. Steve S. will follow up.

Tree Warden Correspondence and Report: There was no report this month as now new activity occurred in the nursery or on Narragansett Avenue.

It was noted that several trees were recently cut down behind Town Hall. Steve S. was not informed prior to this occurrence and will follow up. Michele asked how the notification process works. Walter explained the arborist asked to do such work is supposed to notify the town. He also explained how the nursery was set up. Michele asked about watering, and Walter described tree diapers as a possible method. Dorothy noted that they work in hanging pots.

Unfinished Business:

New members and officers: Steve S. has been officially reappointed as Tree Warden for 2023. On January 23rd the Town Council approved two new committee members, Donna Repko and Michele Foster, to replace Walter and John. However, as they have not yet been officially notified their terms will begin at the February meeting.

A slate of new committee officers was nominated by Walter and Beth, to include Jim as Chairperson, Richard as Vice Chairperson, and Beth as Secretary. The slate was approved unanimously.

New member elect Michele and observer Dorothy introduced themselves and described their interests. Both bring extensive experience and knowledge to the committee.

Town Tree Inventory: Richard spoke to Tig and is confident that he will now be able to enter the data from the paper forms into the iPad. Beth went to a RIDEM training session to learn about the new UCF electronic grant administration process. While it will not affect the existing grant, any new applications will need to use this system.

Tree Nursery: Beth discussed the possibility of requesting a new UCF grant for maintenance of the tree nursery with Lou Allard of RIDEM, who was supportive. Jim and Steve S. volunteered to put together a grant package. Beth will send them the links to the forms. The grant must be submitted by March 31st. Lou suggested sending him the draft two weeks in advance to make sure it was completed properly, given the new software.

Earth Day: Barbara enumerated a list of possible participants in the Earth Day fair scheduled for April 22nd, its 50th anniversary. These might include Save the Bay, Clean Ocean Access, the Conanicut Land Trust, the Audubon Society and Rolling Thunder. The Rhode Island Wild Plant Society (RIWPS) has agreed to participate. Michele proposed a raptor group table. She will contact Chris Powell.

Arbor Day: The Earth Day fair will not replace Arbor Day, scheduled for April 29th. Various locations for the tree planting were discussed. The Jamestown Press property was suggested as a good location. Jim asked if we could plant a large spruce near the ferry instead of cutting down an annual Christmas tree. However, it was noted that there have been previous objections to this idea due to visibility concerns. The new playground was proposed as an excellent site for a new tree, as the space has very little shade and would be accessible to Jamestown children. Steve S. will follow up with Mike Gray.

Future lectures and activities: Beth followed up with Clem Desjardins about his lecture on threats to beech trees. The lecture is scheduled for 6:30 pm on February 23rd. Jim volunteered to find a location for the talk, and proposed the senior center. The recreation center is not available on that date.

New Business: None.

Liaison and Other Reports.

See Earth Day, above.

Open Forum. None

Future Agenda Topics; Items of Interest.

John and Walter noted that there are many large trees in Jamestown which are reaching the end of their lives. Forest succession might therefore be a future lecture topic. Michele suggested further discussion on invasive plant management. John noted that the Taylor

Point organization has a large amount of information and experience with invasives, and that it is a challenging topic.

Adjourn: There being no further business, Walter moved to adjourn, seconded by Jim. The meeting was adjourned at 7:38 pm.

Next Meeting: The next Tree Committee meeting is scheduled for 6:30 pm on Wednesday, February 15th 2023, in the Jamestown Town Hall small meeting room.

Respectfully submitted,
Beth Herman, Secretary



JAMESTOWN POLICE DEPARTMENT

250 Conanicus Avenue, Jamestown, RI 02835

Tel: (401) 423-1212 Fax: (401) 423-3710

www.jamestownri.net/police

Edward A. Mello
Chief of Police



MEMORANDUM

TO: Honorable Town Council

FROM: Edward A. Mello, Interim Town Administrator

DATE: March 1, 2023

SUBJECT: Harbor Master

As you may know, Glenn Skalubinski has served as our harbormaster for two years and has notified me that he will return for the 2023 season. Glenn has been a tremendous asset to the harbor division. The Harbor Master works very closely with the Harbor Clerk to not only manage more than 1100 permits in our waters but also serves as an ambassador to the boating community.

We advertised for the position through the local Jamestown Press, the Town website, social media and various associations related to the field.

I engaged Mark Campbell, our former Harbor Master and Jamestown resident to assist me with interviewing potential candidates resulting in a recommendation.

I recommend Steven Bois to be appointed per Jamestown Ordinance 78-29

"Harbor administrative staff. The harbor administrative staff shall consist of a harbormaster, a harbor clerk, and additional personnel as needed who are hired on approval of the town council by the town administrator."

Steven is a Jamestown resident and has vast experience, which I believe will serve him and our community very well in this position. His experience includes:

- Twenty-five (25) years in the United States Navy retiring as Commander
- Nineteen Years (19) Senior Systems Engineer at Raytheon
- Co-Chair of the Gould Island Restoration Advisory Board
- Jamestown Harbor Commission Member 2018 to present

Steven has indicated his intent to resign as a member of the JHC and has received a written opinion from the State Board of Ethics indicating that no conflict exist

Roberta Fagan

From: marian falla [REDACTED]
Sent: Tuesday, February 21, 2023 9:12 AM
To: Roberta Fagan; Lisa Bryer
Subject: <https://www.newportthisweek.com/articles/newport-floats-new-ideas-to-tackle-housing-crisis>
Attachments: Newport Floats New Ideas to Tackle Housing Crisis Newport This Week.pdf

Hi Roberta and Lisa,
Please distribute to TC and other stakeholders regarding STR and ADU
Thanks in advance
Marian Falla

[REDACTED]
Jamestown RI 02835
[REDACTED]

Newport Floats New Ideas to Tackle Housing Crisis

By Newport This Week Staff | on February 16, 2023

<https://www.newportthisweek.com/articles/newport-floats-new-ideas-to-tackle-housing-crisis>

By Philip Cozzolino

The Newport City Council was united on Feb. 8 in approving a bundle of new ideas to tackle the housing crisis, giving unanimous approval to **five resolutions focused on increasing housing availability.**

The resolutions direct the city administration to study specific housing issues and report back to the council later this year. One mandates **the city look at other municipalities to determine if the annual fee for short-term rental permits should be increased.** Another requires city staff to **research expanding accessory dwelling units,** which include such arrangements as in-law apartments, rooms above garages or in basements and detached cottages. Others call for a “comprehensive review” of Newport’s zoning code and historic district laws.

“We don’t have enough housing for long-term residents,” Councilor Mark Aramli said. “And until the land in the North End is built out, there’s a strong sense that there’s nowhere left to build.”

The resolutions all point to the same problem, a lack of available and affordable housing stock. The average cost of owning a home in Newport has **increased by over 64 percent** since 2015, according to U.S. Census Bureau data, and median gross rents in the city have **increased 35 percent,** nearly double the state average, in the same time. Since 2000, only a net 24 units of housing have been added to the city’s stock.

Newport accounts for **25 percent of Rhode Island’s short-term rentals,** the highest in the state, according to the same data.

The first resolution directs city management to “conduct a review of the current fee structure and enforcement resources for short-term rentals and propose any **modifications to be included as part of the fiscal year 2024 budget,**” **along with monthly reports to the council detailing the number of shortterm rentals** permitted in the city, the number of applications pending and the number of violations of the short-term rental ordinance.

Newport **currently charges a \$100 annual fee** for a short-term rental permit, although Councilor David Carlin said he would like to see it be increased. Carlin pointed to Jamestown, which he said **charges \$700** for an annual license.

Last year, Newport banned new short-term rental properties in residential zones, although properties registered before the law's passage were exempt from the prohibition. The city uses a complaint driven system to enforce its short-term rental laws, requiring zoning compliance officers to conduct inspections of properties reported to be in violation. Councilors said the collection of short-term rental fees should be enough to cover the cost of such public employees.

Councilors also discussed increasing the fee for violations of short-term rental laws. The fee currently can reach a maximum of \$100 per day if the property owner is found to be in violation.

Last session, the Rhode Island General Assembly loosened requirements and restrictions around accessory dwelling units. The council wants to study the law change to see how it can create more local housing opportunities. The enabling legislation from the state also could allow for easier conversions of single-family homes to two-family homes.

The resolution calls for city management, in coordination with the Planning Board, Zoning Board, Historic District Commission, community stakeholders and the council, to "provide proposed ordinances and policies to incentivize the creation of accessory dwelling units for occupancy by Newport residents." The law changes, if enacted, will not increase the number of short-term rentals, the council said, but will "enable homeowners."

Newport requires a change to its charter in order to enshrine the enabling legislation from the state. Outstanding concerns are the zones the changes would be applied to, parking, the impact on short-term renters and increased water, sewer and electricity use. The resolution calls for ordinances and policies for council consideration by June 30.

To make laws more "objective and affordable for homeowners," the council will provide policy directives to support the city staff's review and update of zoning ordinances, with a June 30 delivery date for proposals. A separate resolution passage mandates city staff provide the council with a "workplan and budget request" for a comprehensive review and modernization of the zoning code by June 30.

With the passage of the final resolution, the city will now consider reopening its RFP for the Coggeshall School for a 60-day period for amendments and new proposals and provide the council with the proposals and accompanying recommendations later this year. The resolution also requires a monthly report to the council on the number of new housing units added or lost and a roster of all vacant municipal buildings, including current conditions and estimated timelines for potential redevelopment, by Sept. 30.

In other matters, the council appointed John Laramee and Dale Nelson to three-year terms on the HDC; William Willis to a three-year term on the Tree and Open Space

Commission; Meg Dodge to a five-year term on the Trust and Investment Commission and reappointed Planning Board Chair Jeff Brooks to a three-year term.

The council also passed a second reading of a new contract with the police union, and heard from the chairs of the HDC, Planning Board and Zoning Board of Review regarding the groups' annual reports. Mayor Xay Khamyovoravong asked Brooks about future initiatives of the Planning Board.

"With the bridge realignment project starting to come to fruition, I'd like to see a little more action on creating a sense of place in the North End in terms of parks and open space," Brooks said. "That would be a great use of our time over the coming years."

Finally, the council continued a mobile food cart renewal application from Newport Lobster Shack after residents complained that the cart is obstructing views and is not stored away at the end of the day.

Roberta Fagan

From: marian falla [REDACTED]
Sent: Friday, February 24, 2023 3:59 PM
To: Roberta Fagan
Subject: Newport Map of STR's
Attachments: City of Newport launches online short.pdf

Hi Roberta, good afternoon. Please distribute to stakeholders and TC

Thanks in advance

Take care

Marian Falla

[REDACTED]
Jamestown RI

City of Newport launches online short-term rental map

Have you ever wondered if there's a short-term rental on your street? Newport residents now have a new tool to determine whether short-term rentals are operating in their neighborhoods.

by [Ryan Belmore](#) 2 hours ago

[City of Newport launches online short-term rental map - What's Up Newp \(whatsupnewp.com\)](#)



NOW ONLINE
Short-Term
Rental Map

www.CityofNewport.com/ShortTer

Credit: City of Newport

Newport residents have a new tool to determine whether short-term rentals operate in their neighborhoods.

As part of its ongoing effort to minimize the impact of short-term rentals on the community, the City of Newport recently launched an online map of all registered short-term rentals in the City.

The map, which can be accessed at www.CityofNewport.com/STRMap draws on the City's Short-Term Rental Database and includes hotels, inns, and other commercial enterprises, along with properties that are compliant with Newport's short-term rental rules.

If you suspect a property is being operated as a short-term rental and it's NOT on the map, please report the address through the City's ReportIt Newport portal at www.CityofNewport.com/ReportIt.

Under the City's Short-Term Rental rules, any property engaging in short-term rentals (with a rental duration of no more than 30 days) must register as a Transient Guest Facility with the City no later than May 31st of each calendar year. Registration with the State of Rhode Island's Department of Business Regulation is also required.

More information about Short-Term Rentals, including a link to the City's STR Map, can be found at www.CityofNewport.com/ShortTermRentals. To report a potential violation, visit www.CityofNewport.com/ReportIt.

Roberta Fagan

From: Denise Rounds [REDACTED]
Sent: Monday, February 27, 2023 3:44 PM
To: Mary Meagher; Randall White; Lisa Bryer
Cc: Roberta Fagan
Subject: Short-term Rental Working Group

Dear Mary, Randy and Lisa,

Thank you again for meeting with us on December 12th to discuss the provisions of the Short-term Rental ordinance. We appreciated having the opportunity to be heard and to discuss the various requirements of the ordinance in the Working Group format.

It's been a couple months so I'm following up to understand your latest thinking about our proposed changes. It would be helpful to know where you stand.

We would like the opportunity to meet with you again. Will there be further meetings scheduled?

We'd also like to understand the expected timeline for publishing revisions to the ordinance.

And finally, we'd like to see information obtained from Host Compliance identifying the number of short-term rentals in Jamestown and where they are located.

We appreciate the opportunity to work with you going forward and look forward to your response.

Sincerely,

Denise Rounds

Cc: Roberta Fagan, Town Clerk

**TOWN OF CHARLESTOWN, RHODE ISLAND
RESOLUTION IN SUPPORT OF HOUSE BILL 2023 – H 5174
AN ACT RELATING TO WATERS AND NAVIGATION
COASTAL RESOURCES MANAGEMENT COUNCIL**

WHEREAS, the lack of a workable, readily identifiable right of access to the shore by the public has led to confusion, conflict and disputes between those attempting to exercise their rights and privileges to the shoreline and the rights of property owners along the shore; and

WHEREAS, it is in the best interest of the public and shoreline property owners to clearly and easily define the public's rights and privileges of and to the shore to avoid constitutional rights conflicts; and

WHEREAS, the Town Council of the Town of Charlestown is committed to protect the public's constitutional rights to access and enjoy their privileges of and to the shore while also respecting well-established property right laws; and

WHEREAS, House Bill 2023 – H 5174 provides, in relevant part, a clear definition of the high tide line, so-called, to preserve the public's constitutional right to access and use of the shore; and

WHEREAS, the Town Council of the Town of Charlestown finds that it is in the best interests of the health, safety and welfare of the people and visitors to Rhode Island and the Town of Charlestown to enact a workable, readily identifiable right of access to the shore by the public to prevent confusion, conflict and disputes between those attempting to exercise their rights and privileges to the shoreline and the rights of shoreline property owners.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Charlestown hereby requests that the General Assembly act favorably and pass House Bill 2023 – H 5174; and

BE IT FURTHER RESOLVED that the Town Clerk is hereby authorized to provide a copy of this resolution to the Town of Charlestown's representatives in the R.I. General Assembly and all 38 cities and towns.

The RESOLUTION shall take effect upon passage.

By resolution of the Charlestown Town Council at a meeting held on February 13, 2023.

Amy Rose Weinreich CMC

Amy Rose Weinreich, CMC Town Clerk



Roberta Fagan

From: Amy Weinreich [REDACTED]
Sent: Tuesday, February 21, 2023 4:31 PM
To: [REDACTED]
Cc: [REDACTED]

Subject: Categorical Transportation Aid
Attachments: RESOLUTION IN SUPPORT OF Categorical Transportation Aid-filed.pdf

Good Afternoon, At their February 13, 2023 meeting, the Charlestown Town Council unanimously approved the attached Resolution in Support of Full Funding of Categorical Transportation Aid as Outlined in RIGL §16-7.2-6.

The Council respectfully requests that Transportation Categorical Funds between the State and Regional School Districts be fully funded pursuant to RIGL §16-7.2-6(e).

On behalf of the Council, thank you in advance for the consideration of your support relative to this matter.

Sincerely,
Amy Rose Weinreich, CMC
Town Clerk
*Original Resolution to follow via USPS

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**RESOLUTION IN SUPPORT OF FULL FUNDING OF
CATEGORICAL TRANSPORTATION AID
AS OUTLINED IN RIGL 16-7.2-6**

WHEREAS: the Chariho Regional School District Committee passed a Resolution in support of full funding of categorical Transportation Aid as outlined in RIGL 16-7.2-6, dated January 10, 2023; and

WHEREAS: Chariho is a regional school district serving the Towns of Charlestown, Richmond, and Hopkinton, which each contribute tax payments to Chariho; and

WHEREAS: state funding obligations for regional school districts have been reduced, including fund payments to Chariho, which has been left to member communities' taxpayers to make up the shortfalls; and

WHEREAS: Chariho is faced with the horrible choices of whether to fully absorb the funding shortfalls, request more taxpayer contributions from member communities and/or reduce student programming; and

WHEREAS: it is vital that students at Chariho be provided a high quality public education without overburdening member community taxpayers.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Charlestown hereby requests that the General Assembly fully fund the Transportation Categorical Funds between state and regional school districts pursuant to the relevant requirements of RIGL 16-7.2-6(e); and

BE IT FURTHER RESOLVED that the Town Clerk is hereby authorized to provide a copy of this resolution to the Town of Charlestown's representatives in the R.I. General Assembly, all regional school districts and the 38 cities and towns.

The RESOLUTION shall take effect upon passage.

By resolution of the Charlestown Town Council at a meeting held on February 13, 2023.

Amy Rose Weinreich, CMC Town Clerk



2023-1

**RESOLUTION OF THE TOWN OF LINCOLN
IN SUPPORT OF HOUSING DEVELOPMENT & LAND USE**

WHEREAS, Housing continues to be a priority at all levels of government in Rhode Island; and

WHEREAS, Municipal leaders stand together in welcoming the development of responsible housing in our communities and are interested in working with stakeholders across the state to improve housing opportunities for Rhode Islanders; and

WHEREAS, Local leaders agree zoning and land use should remain a local decision; and

WHEREAS, as members of the Rhode Island League of Cities and Towns, we supported the establishment of both the Land-Use and Low- and Moderate-Income Housing study commissions to identify ways to help cities and towns meet their obligations under the Low- and Moderate-Income Housing Act to ensure that at least 10% of their housing stock qualifies as affordable; and

WHEREAS, there have been challenges with implementing changes to state law that were approved in the last legislative session; and

NOW, THEREFORE, BE IT RESOLVED, that the Lincoln Council of the Town of Lincoln strongly encourages the state to work with cities and towns to encourage housing construction and rehabilitation, and remove barriers to housing, such as infrastructure improvements; and

BE IT FURTHER RESOLVED, to accomplish our housing goals, municipalities need the following:

- A clear menu of innovative solutions and funding opportunities from the state that can be implemented during the winter season.
- Increased funding for infrastructure improvements and remediation, outside of federal aid opportunities.
- To preserve and promote quality of life, based on the different communities' needs and respect the local voice in land use decisions.
- Funding the implementation of programs and systems to support process improvements.
- Increased technical support and adequate funding to departments and agencies that facilitate housing growth, including the Division of Statewide Planning and Department of Housing.
- Workforce development to expand the pool of municipal planners and building and zoning officials.
- Adequate state and education aid to support the needs of residents.

- A commitment to expanding reliable transportation opportunities for residents, extending the urban service boundary; and

BE IT FURTHER RESOLVED, both Commissions ensure that they will listen to municipal leaders regarding these meaningful policy changes so they can be implemented and enforced at the local level; and

BE IT FURTHER RESOLVED, that the Lincoln Council of the Town of Lincoln supports the housing and land use needs identified by the Rhode Island League of Cities and Towns referenced above and

BE IT FURTHER RESOLVED, that the Lincoln Town Clerk transmit a copy of this Resolution to the Governor, the Speaker of the House, the Senate President, the members of the Lincoln's state legislative delegation, and all municipalities in the State of Rhode Island.

Date Adopted: February 14, 2023

A TRUE COPY. ATTEST:

A handwritten signature in cursive script that reads "Lillian Silva".

Lillian Silva Town Clerk



Town of North Kingstown
Rhode Island
No. 22

TOWN COUNCIL

Gregory A. Mancini
Council President

Katherine K. Anderson
Council Member

Lawrence C. Mandel
Council Member

Matthew B. McCoy
Council Member

Dr. Kimberly Ann Page
Council Member

February 6, 2023

At the Regular Meeting of the Town Council of the Town of North Kingstown held on February 6, 2023, a resolution to the Rhode Island Department of Environmental Management requesting a plan for South Gould Island Public Recreation was passed as follows:

WHEREAS, the State of Rhode Island owns the southern 39 acres of Gould which are administered by the Rhode Island Department of Environmental Management; and

WHEREAS, the Federal Government transferred that property to the State of Rhode Island in two tranches: In 1975, the southernmost 16.9 acres were transferred for the purpose of public recreation, which restriction was subsequently removed and replaced with a wildlife sanctuary restriction, and then, in 1989, 22.5 acres immediately north were transferred for use as a wildlife sanctuary; and

WHEREAS, the Department of Environmental Management, declared in 2018 that the future South Gould should be open for public recreation outside bird nesting season as part of the planned Bay Islands Park System; and

WHEREAS, the Department of Environmental Management has requested the US Army Corps of Engineers to perform an extensive physical hazard remediation; and

WHEREAS, the US Army Corps of Engineers has stated that their legal authority under the Formerly Used Defense Sites program is limited and does not allow them to perform an extensive physical remediation without additional US Congressional authorization and funding; and

WHEREAS, the office of US Senator Reed has called for “local and state partners... to coalesce around a plan and shared commitment” for the future recreational use of South Gould before additional Federal funds can be secured for a more extensive remediation.

NOW, THEREFORE, BE IT RESOLVED: That the Town Council of the Town of North Kingstown requests that the Department of Environmental Management prepare a plan for public recreation on the southernmost 16.9 acres of Gould Island; and be it

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FEBRUARY 6, 2023
PAGE 2

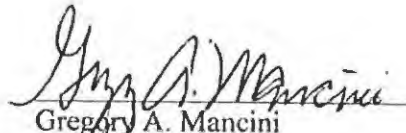
FURTHER RESOLVED: That the Town Council of the Town of North Kingstown further requests that the Department of Environmental Management collaborate with the Town of Jamestown to ensure that such a plan provides for:

- Removal of wildlife sanctuary deed restriction
- Remediation of physical hazards to enable public access
- Provision of potable water and sanitary facilities
- Creation of transportation infrastructure to enable public access
- Construction of fencing or other separation from the wildlife sanctuary to the north
- Provision of transportation of emergency services

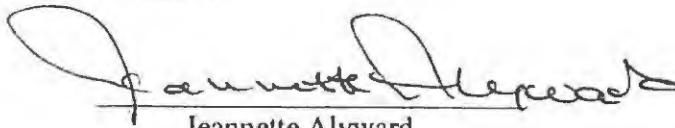
and be it

FURTHER RESOLVED: That the Town Council of the Town of North Kingstown authorizes the Town Manager to transmit this Resolution to the Department of Environmental Management, to the Federal Delegation, and to other interested municipalities for the purpose of encouraging their support.

This resolution take effect upon passage.


Gregory A. Mancini
Town Council President

ATTEST:


Jeannette Alyward
Town Clerk



Town of North Kingstown, Rhode Island

Office of the Town Manager
100 Fairway Drive
North Kingstown, RI 02852
Phone: (401) 268-1501
www.northkingstownri.gov

February 27, 2023

Mr. Terrence Gray, Director
RI Department of Environmental Management
235 Promenade Street
Providence, RI 02908

Dear Director Gray,

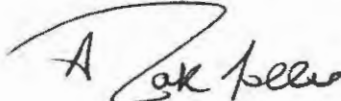
Please find enclosed a Resolution dated February 6, 2023, unanimously approved during a regular meeting of the Town Council, in support for the plan for public recreation on the southernmost 16.9 acres of Gould Island within the forthcoming RIDEM FY2024 budget.

As you know, the office of US Senator Reed has called for "local and state partners... to coalesce around a plan and shared commitment" for the future recreational use of South Gould Island before additional Federal funds can be secured for extensive remediation of a Formerly Used Defense Site by the Army Corps of Engineers. The enclosed Resolution provides a clear indication of the full support the Town of Jamestown has from us in its ongoing efforts to establish public recreation infrastructure and services through a collaboration with RIDEM on Gould Island once remediation is complete.

The plan for remediation of the southernmost 16.9 acres of Gould Island should include removal of the wildlife sanctuary deed restriction; remediation of physical hazards to enable public access; provision of potable water and sanitary facilities; creation of transportation infrastructure to enable public access; construction of fencing or other separation from the wildlife sanctuary to the north; and provision of transportation and emergency services. Rhode Island's deserving residents and visitors will experience an avoidable disservice should provisions for a plan for Gould Island, a natural treasure in the Narragansett Bay, not be included the FY2024 RIDEM budget.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Ralph Mollis". The signature is stylized with a large, sweeping initial "A" and a cursive "Mollis".

A. Ralph Mollis
Town Manager

Cc: Jamie Hainsworth, Town Administrator/Town of Jamestown
Gregory Mancini, President/North Kingstown Town Council
Sen. Jack Reed (D-RI)
Sen. Sheldon Whitehouse (D-RI)
Rep. Seth Magaziner, Congressional District-2
David Sommers, Chairperson/Gould Island Committee