



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, April 17, 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. TOWN COUNCIL SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS

A) Approval of Minutes; Review, Discussion, and/or Take Action and/or Vote:

- 1) February 21, 2023 (regular meeting)
- 2) March 20, 2023 (regular meeting)

B) Open Forum – Water & Sewer Matters

Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically 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.

- 1) Scheduled request to address - none
- 2) Non-scheduled request to address

- C) Report of Town Officials: Review, Discussion, and/or Take Action and/or Vote:
 - 1) Pumping Report
 - 2) Town Project Reports
 - a) Town Wells
 - b) Water Treatment Plant
 - c) Transfer Pumping/Reservoir
 - i) Water Supply System Management Plan
 - d) Distribution System
 - e) Wastewater Treatment Facility

- D) Letters and Communication: Review, Discussion, and/or Take Action and/or Vote:
 - 1) None.

- E) Unfinished Business: Review, Discussion, and/or Take Action and/or Vote:
 - 1) None

- F) New Business: Review, Discussion, and/or Take Action and/or Vote:
 - 1) Finance Director's Report: Comparison of Water Budget to Actuals as of March 31, 2023.
 - 2) Finance Director's Report: Comparison of Sewer Budget to Actuals as of March 31, 2023.

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

IV. OPEN FORUM

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

- A) Scheduled request to address
- B) Non-scheduled request to address

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

- A) Review, Discussion, and/or Take Action and/or Vote regarding a Proclamation declaring May 8th through May 12th Jamestown Teacher Appreciation Week, Proclamation 2023-06

VI. PUBLIC HEARINGS, LICENSES, AND PERMITS

The Town Council will review each license application and vote on it individually. All approvals for licenses and permits are subject to the resolution of debts, taxes, and appropriate signatures as well as, when applicable, proof of insurance.

- A) **Town Council Sitting as the Alcohol Beverage Licensing Board:** Request for a motion that the application listed below will be in order for hearing at a meeting of the Town Council sitting as the Alcohol Beverage Licensing Board on Monday, May 15, 2023 at 6:30 p.m. and advertised in the Jamestown Press, as provided under Title 3, Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended, for an **EXPANSION OF USE** under said Act, for the period May 15, 2023, to November 30, 2023:

CLASS B-V – VICTUALER

Our Table LLC.

dba: Our Table

53 Narragansett Avenue

Jamestown, RI 02835

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

B) **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: Jamestown Rotary Club
Event: 47th Annual Jamestown Classic
Date(s): October 8, 2023
Location: Fort Getty Pavilion
 - ii) Letter from Mark Holland/Jamestown Rotary Club (non-profit) requesting a waiver of the Fort Getty Pavilion fee; and/or payment for the police detail, by the Town of Jamestown for the 47th Annual Jamestown Classic Bike Race taking place on Sunday, October 8, 2023.
 - b) Applicant: Jamestown Arts Center (JAC)
Event: In Conversation with Curator Laura Pan and Exhibition Artists
Date(s): April 22, 2023, 3:00 p.m.-5:00 p.m.
Location: JAC, 18 Valley Street
 - c) Applicant: Jamestown Arts Center (JAC)
Event: JAC Outloud: Poetry Reading
Date(s): April 23, 2023, 3:00 p.m.-5:00 p.m.
Location: JAC, 18 Valley Street

- d) Applicant: Jamestown Arts Center (JAC)
Event: Trinity Brown MFA- The Taming of Hamlet & Imogen
Date(s): April 29-30, 2023, 7:00 p.m.-8:30 p.m.
Location: JAC, 18 Valley Street
- e) Applicant: Jamestown Arts Center (JAC)
Event: Newport Live with the Cary Morin Trio
Date(s): May 12, 2023, 7:30 p.m.-9:30 p.m.
Location: JAC, 18 Valley Street

VII. 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) DEM Grant: Hull Cove Trail update
 - 2) Safe Routes to School Grant update
 - 3) Solar Project Initiatives (New Business)
 - 4) Senior Center Project (New Business)
 - 5) E-Permitting with OpenGov(Consent agenda)
 - 6) Hazard Mitigation Plan and Grant (Consent agenda)
 - 7) Golf Course Parking Lot Lighting update
 - 8) Arbor Day Ceremony scheduled for April 21, 2023
 - 9) Town Clerk Roberta Fagan grant recipient
 - 10) Employee Recognition: Karen Montoya, 25 years on April 20th, and Denise Jennings, 35 years on April 27th

VIII. UNFINISHED BUSINESS

- A) Review, Discussion and/or Action and/or Vote: Approval of the Mackerel Cove Beach Concessions Bid
 - 1) Memorandum from Parks and Recreation Director- Ray DeFalco to recommend the bid be awarded to Splash Dogz, LLC.

IX. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Recommendation regarding the Jamestown Senior Center Future Plan as outlined in the Memorandum from Interim Town Administrator Mello:
 - 1) Review, Discussion and/or Action/and or Vote: Authorization of the Jamestown Senior Center initiative
 - 2) Review, Discussion and/or Action/and or Vote: Selection of the future site for the Jamestown Senior Center to be located at 6 West Street or 11 Knowles Court.
- B) Review, Discussion, and/or Action and/or Vote: Authorize Town staff to research and develop a plan for the future integration and/or adoption of solar renewable energy solutions for Town-owned facilities as outlined in the Memorandum from the Interim Town Administrator Mello.

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) March 20, 2023 (Regular Meeting)
 - 2) March 23, 2023(Joint Budget Work Session)
 - 3) March 29, 2023 (Special meeting)

- B) Minutes of Boards/Commissions/Committees
 - 1) Affordable Housing Committee (February 15, 2023)

- C) Town of Jamestown as an abutter:
 - 1) Notice is hereby given that the Jamestown Zoning Board of Review will hold a Public Hearing on April 25, 2023, at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following:

Application of TPG Marinas Conanicut, LLC whose property is located at 260 Conanicus Avenue, and further identified as Tax Assessor's Plat 8, Lot 278-1 for a modification to a Special Use Permit granted under Article 6, Special Use Permits and Variances, Section 600 and 602. This application is made pursuant to the provisions of Section 82-302, Table 3-1, Permitted Uses of the Zoning Ordinance. The applicant seeks to create a management area and showroom inside the existing shed, known as the West Shed, for the boat yard. Said property is located in an R-20 zone and contains 433,904 square feet.
 - 2) Notice is hereby given that the Jamestown Zoning Board of Review will hold a Public Hearing on April 25, 2023, at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following:

Application of Scott W. Wynn and Susan H. Wynn, whose property is located at 71 Carr Lane (& 73), and further identified as Assessor's Plat 4, Lot 32 for a Special Use Permit pursuant to Article 7, Section 82-705, Alteration of Nonconforming Structure and Article 3, Section 82-303, Number of Residential Structures per lot. The applicants seek to add a 1,240-square-foot addition to the rear of 73 Carr Lane consisting of a main bedroom, main bathroom, family room, finished basement, and a swimming pool. The solitary relief sought with respect to the proposed addition and swimming pool is to allow the continued use of the property with two residences. The 2nd building, the cottage, has always been a year-round rental. This said property is an RR200 zone and contains 80,586 square feet. All of the structures on this property, including the proposed addition and the swimming pool, are within all of the required setbacks and do not require a dimensional variance.

- D) Permission to authorize Interim Town Administrator Mello to sign the Hazard Mitigation Plan Grant Application to the Rhode Island Emergency Management Agency (RIEMA)/Federal Emergency Management Agency (FEMA)
- 1) Memorandum to the Town Council from Town Planner Lisa Bryer
 - 2) Hazard Mitigation Grant Program (HMGP) Planning Subapplication, Scope of Work, Funding Match Commitment letter, SF424-Congressional requirement, Budget Information- Non-Construction Program, and Assurances- Non-construction Program
- E) Permission to Authorize Interim Town Administrator Mello to sign the OpenGov Order Form for the design and deployment of e-permitting for the Town of Jamestown Building/Zoning Department, Town Clerk's office and Harbor Office.
- F) Request from Public Works Director Michael Gray to the Town Council to approve the Paving Bid for the Jamestown Fire Station and Fort Getty Road at the Guard House to Cardi Corporation:
- 1) Memorandum from Public Works Director Michael Gray to recommend the bid be awarded to the lowest responsive bidder, Cardi Corporation for the following:
 - a) Item 1: Bituminous Surface Course \$150 per Ton
 - a) Item 2: Bituminous Binder Course \$150 per Ton
 - b) Item 3: Grading and Compaction \$2 per Square Yard
- G) Authorization of the Warrant and Resolutions for the June 5, 2023, Financial Town Meeting (Warrants are routine in matter as they relate to setting the tax rate.)
- 1) Resolution Number 1: Sewer Line Frontage Tax Rate (.68 cents per linear foot, included on the tax bill for homes in the Sewer district)
 - 2) Resolution Number 2: Borrowing in Anticipation of Taxes (Authorizes the Town the ability to borrow funds in anticipation of the 1st quarter's taxes being due.)
 - 3) Resolution Number 3: Disposition of Collected Back Taxes (All back taxes to be placed in the General Fund at time of receipt.)
 - 4) Resolution Number 4: Setting the Tax Rate (Actual rate to be determined within a range at the FTM.)
 - 5) Resolution Number 5: Up to \$275,000 Borrowing for Police Station Building Improvements/Efficient Building Project Through Issuance of Bonds.
 - 6) Resolution Number 6: Up to \$985,000 Borrowing for Highway Equipment Through Issuance of Bonds.
- H) Proclamation 2023-07: Recognizing James "Jim" R. Bryer, Jr.
- I) Finance Director's Report: Comparison Budget to Actuals as of March 31, 2023.

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
From: Dan Lilly
Dated: March 22, 2023
Re: Mackerel Cove Concession
 - 2) Copy of Email to: Town Council Members
From: Denise Rounds
Dated: April 3, 2023
Re: Combined Town and School Budget
- B) Resolutions from other Rhode Island Cities and Towns:
- 1) Town of Charlestown: Resolution in Support of House Bill 2023- H5788 An Act Relating to State Affairs and Government Tourism and Development.
 - 2) Town of Charlestown- Resolution in Support of House Bill 2023- H 6119 and Senate Bill 2023- S 0516 An Act Relating to Human Services – Medical Assistance.
 - 3) City of Woonsocket: Resolution in Support of House Bill 5160 & Senate Bill 0175, Regarding Payday Lending Reform

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 April 12, 2023.