



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
***Rosamond A. Tefft Council Chambers***  
***93 Narragansett Avenue***  
**May 1, 2023**  
**5:40 P.M.**

**THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.**

**THIS MEETING WILL BE LIVE STREAMED:** To view the meeting with no interaction:  
<https://jamestownri.gov/watch-live-Town-meetings>

*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. It is the Town Council's hope 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. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council will conduct interviews of applicants for the committee vacancies as follows:**

TIME	NAME	COMMITTEE
5:40	BJ Whitehouse	Senior Services Committee
5:50	Mackenzie Richards	Library Board of Trustees
6:00	Anthony Antine	Police Pension Plan Committee
6:10	Stephen Santoro	Harbor Commission
6:20	Mark Campbell	Harbor Commission

**II. ROLL CALL**

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

**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 prohibits the Town Council from discussing, considering, or acting on any topic, statement, or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.*

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

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

- 1) No items at this time.

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

- A) **Town Council Sitting as the Alcoholic Beverage Licensing Board.**
  - 1) Pursuant to RIGL §3-7-14, that the following license application has been received under said Act for a one-day license on May 6, 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**

**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: Out of the Box Studio/Gallery  
Event: Eat at Your Own Risk  
Date: May 6, 2023, 5:00 p.m. – 7:30 p.m.  
Location: 11 Clinton Avenue
  - b) Applicant: Out of the Box Studio/Gallery  
Event: Crafty Sundays  
Date: Every Sunday 2023 (see attached)  
10:00 a.m. – 1:00 p.m.  
Location: 11 Clinton Avenue
  - c) Applicant: Quononoquott Garden Club  
Event: Quononoquott Garden Club Plant Sale  
Date: May 20, 2023, 0:00 a.m. – 12:00 p.m.  
Location: Fort Getty Pavilion (Rembijas Pavilion)
    - i) Letter from Quononoquott Garden Club Co-Chairs Nancy Sall and Martha Mulvey requesting a waiver of the Fort Getty Pavilion rental fee, as historically granted.
  - d) Applicant: American Legion Post 22/VFW 9447  
Event: Hogs 4 Heroes Fundraiser BBQ contest  
Date: May 5-7, 2023 (see attached schedule)  
Location: Fort Getty Pavilion
    - i) Letter from Commander/Vice Commander Brad Donnelly requesting a waiver of the Fort Getty Pavilion rental fee, and reimbursement for Town employee time, as historically granted.
  - e) Applicant: Conanicut Island Art Association (C.I.A.A)  
Event: C.I.A.A 50<sup>th</sup> Summer Open Art Show  
Date: July 29, 2023-August 6, 2023  
Location: Jamestown Recreation Center
- 2) Vendor/Peddler One-Day License Application: All Vendor/Peddler One-Day 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: Yogi Food Truck (sub-applicant to the Jamestown Chamber of Commerce event)  
Event: Crossing Day  
Date: May 13, 2023(\*rain date May 20, 2023)  
11:00 a.m. – 3:00 p.m.  
Location: East Ferry (designated area)

**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 and will be Acted upon in Accordance with Section 42-46-6 (b)*

- A) Interim Town Administrator’s Report: Edward A. Mello
  - 1) Solid Waste and Recycling Service Agreement between the Town of Jamestown and Rhode Island Resource Recovery Corporation (Consent agenda).
  - 2) Rescheduled Out of the Box event; application administratively approved (Consent agenda).
  - 3) Fort Getty Pavilion April 15<sup>th</sup> event; application and fee waiver administratively approved (Consent agenda).
  - 4) Rhode Island Energy Grant of Easement of Town-owned property (Consent agenda).
  - 5) Jamestown Community Farm Van Purchase request. (Consent agenda).
  - 6) Fort Wetherill Building repair project update and request. (Consent agenda).

**VIII. UNFINISHED BUSINESS**

- A) No items at this time.

**IX. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: PFAS Assessment Investigation Results of the former Jamestown Landfill prepared by GZA, dated September 7, 2022, and submitted to the Rhode Island Department of Environmental Management (RIDEM).
  - 1) Memorandum from Public Works Director Michael Gray and presentation to review GZA report.

**X. ORDINANCES, APPOINTMENTS, VACANCIES AND EXPIRING TERMS**

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
  - 1) Affordable Housing Committee, Two (2) Member vacancy(s) with a three-year term ending date of May 31, 2026
    - a) Letter of interest for:
      - i) Quaker Case(reappointment)
      - ii) Job Toll(reappointment)
  - 2) Coastal Resource Management Council, One (1) Member vacancy with a two-year term ending date of May 31, 2025
    - a) Letter of interest:
      - i) Sheila Reilly (reappointment)
      - ii) Michael Junga

- 3) Fire Department Compensation Committee, One (1) Fire Department Representative with a three-year term ending date of May 31, 2026
  - a) Letter of interest:
    - i) Polly (Prim) Bullock
- 4) Harbor Management Commission, One (1) Member vacancy with an unexpired three-year term ending December 31, 2023
  - a) Letter of interest:
    - i) Kristopher Matthews
    - ii) Stephen K. Santoro
    - iii) Mark Campbell
- 5) Library Board of Trustees, One (1) Member vacancy(s) with an unexpired three-year term ending December 31, 2025
  - a) Letter of interest
    - i) Mackenzie Richards
    - ii) Michelle Estaphan Owen
- 6) Police Pension Plan Committee, One Citizen-at-Large Representative with a three-year term ending date of May 31, 2026
  - a) Letter of interest
    - i) Anthony Antine (term limit- seeking approval for 4<sup>th</sup> term)
- 7) 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) BJ Whitehouse
- 8) Tax Assessment Board of Review, One (1) Full member vacancy with a three-year term ending date of May 31, 2026; and One (1) Alternate member vacancy with a three-year term ending date of May 31, 2026
  - a) Letter of interest
    - i) Dave Dolce (reappointment)
    - ii) Beth Smith (reappointment)
- 9) Tree Preservation and Protection Committee, One (1) member vacancy with an unexpired three-year term ending December 31, 2023
  - a) No applicants

- 10) 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
    - viii) Robert Raymond
    - ix) John Coleman

**XI. CONSENT AGENDA**

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

- A) Adoption of Town Council Minutes
  - 1) April 3, 2023 (Regular Meeting)
  - 2) April 17, 2023 (Regular Meeting)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Bike Committee (February 10, 2023)
  - 2) Jamestown Housing Authority Board of Commissioners (March 8, 2023)
  - 3) Jamestown Harbor Commission (March 8, 2023)
  - 4) Jamestown Planning Commission (March 15, 2023)
  - 5) Jamestown Zoning Board of Review (March 28, 2023)

- C) Tax Assessor’s Abatements and Addenda of Taxes

ABATEMENTS TO 2020 TAX ROLL		
13-1893-93M	SOLDIER & SAILOR EXEMPT	\$ 2.32
13-1893-93M	SOLDIER & SAILOR EXEMPT	\$ 5.74
ADDENDA TO 2022 TAX ROLL		
11-0177-03	REMOVED EXEMPTION- SOLD	\$ 62.50
TOTAL ABATEMENTS TO 2020 TAX ROLL		\$ 8.06
TOTAL ADDENDA TO 2022 TAX ROLL		\$ 62.50
GRAND TOTAL		\$ 54.44

- D) Permission to authorize Interim Town Administrator Mello to sign the Solid Waste and Recycling Services Agreement between the Rhode Island Resource Recovery Corporation and the Town of Jamestown for the term of July 1, 2023, through June 30, 2025.

- E) Permission to authorize Interim Town Administrator Mello to purchase an electric van through the Town's purchasing agreement with Colonial Municipal Group for a total of \$54,583.70 and resell it to the Jamestown Community Farm.
  - 1) Memorandum from Interim Town Administrator Mello regarding a grant awarded to the Jamestown Community Farm for the purchase of an electric van to be used for deliveries to Rhode Island food pantries.
  
- F) Approval of (1) the recommendation to award the Jamestown Housing Authority(JHA) Bathroom Renovation Bid to Red-Oak Remodeling Inc., (2) entering the sub-recipient agreement contract between the Town of Jamestown and the Jamestown Housing Authority, whereby the Town will act as the fiduciary for the project, being reimbursed by the State CDBG process, and (3) Permission to authorize Interim Town Administrator Mello to sign on behalf of the Town of Jamestown for all authorities related to the project and grant, pending a full review by Solicitor Ruggiero.
  - 1) Memorandum from Town Planner Lisa Bryer regarding the Contract Award Recommendation – CDBG grant funding to Renovate Jamestown Housing Authority Bathrooms.
  - 2) Letter and backup from Roy G. Messier, Senior Project Manager, Verdantas, dated April 13, 2023
  - 3) Certificate of Authority and resolution from JHA dated September 22, 2021
  - 4) Signed Jamestown CDBG Sub-Recipient Contract Agreement Signatory Sheet
  
- G) Permission to authorize Interim Town Administrator Mello to sign on behalf of the Town of Jamestown the Grant of Easement to The Narragansett Electric Company (Rhode Island Energy) to install a new and larger electrical transformer to be located on Town Property at the Jamestown Philomenian Library.
  
- H) Approval of the request from Interim Town Administrator Mello and Town staff to continue developing bid specifications for the previously approved Fort Wetherill roof repair project; and authorization to reallocate available funding at the time of the bid award as necessary.
  
- I) Approval of the 2023-08 Proclamation: April – Month of the Military Child
  
- J) Ratification of Administrative Event Approvals:
  - 1) Out of the Box- April 28, 2023, rescheduled previously approved event due to inclement weather.
  - 2) Use of the Fort Getty Pavilion out of season and waiver of the rental fee as requested by the Pritchard Family.

**XII. 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 Memorandum to: Town Council  
From: Deputy Town Clerk/Board of Canvassers Clerk Karen Montoya  
Dated: April 26, 2023  
Re: November Special Election
  - 2) Copy of Memorandum to: Town Council  
From: Deputy Town Clerk/Board of Canvassers Clerk Karen Montoya  
Dated: April 17, 2023  
Re: Financial Town Meeting

**XIII. 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](http://www.jamestownri.gov).*

ALL NOTE: If communications assistance is needed or other accommodations to ensure equal participation, please call 1-800-745-5555, or contact the Town Clerk at 401-423-9800, via facsimile to 401-423-7230, or email to [rfagan@jamestownri.net](mailto:rfagan@jamestownri.net) not less than three (3) business days prior to the meeting.

*Posted on the RI Secretary of State website on April 26, 2023.*