

TOWN COUNCIL MEETING MINUTES

April 17, 2023

I. ROLL CALL

A regular meeting of the Jamestown Town Council was held on April 17, 2023. Town Council Members present were as follows: Nancy A. Beye, Michael G. White, and Randy White. Mary Meagher arrived at 6:38 p.m. Erik Brine was absent.

Also, in attendance: Interim Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Public Works Director Michael Gray, Town Planner Lisa Bryer, Parks and Recreation Director Ray DeFalco, Senior Services Director Molly Rose, Water and Sewer Clerk Denise Jennings and Town Clerk Roberta Fagan.

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:32 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

A motion was made by Councilor M. White with a second by Councilor R. White to convene the Town Council Sitting as the Board of Water and Sewer. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

- A) Approval of Minutes; Review, Discussion, and/or Take Action and/or Vote:
 - 1) 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
 President Beye asked for a moment of silence in honor of the tragic passing of Leah C. Rosin-Pritchard.

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

IV. OPEN FORUM

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

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

Rob Packer, 51 Pennsylvania Avenue, expressed opposition to the prospect of the Senior Services Center relocating to Knowles Court. He stated that the current location and the lease of 6 West Street with the Grange are working, so why change course now?

President Beye asked if Mr. Packer has attended programs at 6 West Street. Mr. Packer stated no, but has plans to in the near future. President Beye gestured to senior residents present in the Chambers and suggested speaking to them about 6 West Street. Town staff is requesting permission to begin exploring options. The project is at a very preliminary stage and it would be premature to comment or debate.

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

Councilor M. White read Proclamation 2023-06 declaring May 8th through May 12th Jamestown Teacher Appreciation Week.

A motion was made by Councilor M. White with a second by Vice President Meagher to approve Proclamation 2023-06, declaring May 8th through May 12th Jamestown Teacher Appreciation Week. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor M. White to convene as the Town Council sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

VI. PUBLIC HEARINGS, LICENSES, AND PERMITS

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

- 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

A motion was made by Vice President Meagher with a second by Councilor R. White to approve the request to advertise a Public Hearing for an Expansion of Use. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn from sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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.

Discussion ensued. Interim Town Administrator Mello stated that in 2022 the application and request was granted for a waiver of a Jamestown Police detail. The event was moved to Sunday to reduce the financial burden on the Town for a Jamestown Police Detail. Subsequently, if a North Kingstown police detail was necessary the Jamestown Rotary Club would be responsible for that additional cost. Interim Town Administrator Mello would confirm this.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the one-day event license for the 47th Annual Jamestown Classic on October 8, 2023, at Fort Getty Pavilion; and to waive the Fort Getty Pavilion fee, and to waive the payment for a Jamestown police detail. Additional fees for North Kingstown police detail would not be waived. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 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

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the In Conversation with Curator Laura Pan and Exhibition Artists one-day event license on April 22, 2023, at the JAC, 18 Valley Street. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 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

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the JAC Outloud Poetry Reading one-day event license on April 23, 2023, at the JAC, 18 Valley Street. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 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

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Trinity Brown MFA – The Taming of Hamlet & Imogen event license on April 29-30, 2023, at the JAC, 18 Valley Street. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye

- 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

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Newport Live with the Cary Morin Trio one-day event license on May 12, 2023, at the JAC, 18 Valley Street. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye

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

This was previously approved by the Town Council. We have executed the grant in the amount of \$67,000. This will allow for the purchase of the material to install a platform trail and improve trailhead and parking. The Parks and Recreation Department will be responsible for the construction with assistance from Public Works.

- 2) Safe Routes to School Grant update

This was previously approved by the Town Council. We have executed the grant in the amount of \$625,000. This project will allow for contracted work for the creation of a sidewalk in front of the library, the reconfiguration of the crosswalk on North Road at Watson Avenue, and the completion of a shared pathway connecting Watson Avenue (at Washington Avenue) to the Melrose School.

- 3) Solar Project Initiatives (New Business)

Requesting the Town Council to consider options related to solar power (new business).

- 4) Senior Center Project (New Business)

Requesting the Town Council to consider options related to a Senior Center Project (new business).

- 5) E-Permitting with OpenGov (Consent agenda)

Requesting Town Council approval of the contract with OpenGov which will allow all building permits to be filed electronically. The same project and contract will allow for the Town Clerks’ Office to migrate all permits to an electronic filing process. Allow for further negotiation to migrate Harbor Permits to the new platform. (consent agenda). First-year development and implementation costs will be funded by the State of Rhode Island. Subsequent year

6) Hazard Mitigation Plan and Grant (Consent agenda)

Requesting Town Council approval to apply for a RI Emergency Management Grant in the amount of \$31,500 to be used to update the Hazard Mitigation Plan (consent agenda)

7) Golf Course Parking Lot Lighting update

The six (6) parking lot lights have been ordered with an expected installation in 6-8 weeks.

8) Arbor Day Ceremony scheduled for April 24 28, 2023

The Arbor Day Ceremony will take place at the Jamestown playground, on Friday, April 28, 2023, time to be determined. (10:00a.m.)

9) Town Clerk Roberta Fagan grant recipient

Town Clerk Roberta Fagan received two grants totaling \$700 to allow for her continued education toward certification from the New England Clerks Institute. (New England Municipal Clerk's Institute and Academy/NEMCI&A)

10) Employee Recognition: Karen Montoya, 25 years on April 20th and Denise Jennings, 35 years on April 27th

Denise Jennings and Karen Montoya were recognized for their years of service followed by applause.

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.

Director DeFalco gave a brief overview of the two bid applications received: Johnny Angels Clam Shack, LLC. bid of \$2100 and Splash Dogz, LLC. bid of \$800. It was noted that the higher bid application received from Johnny Angels Clam Shack LLC did not meet all the requirements. Splash Dogz, LLC submitted a completed bid application. He recommended awarding the 2023 Mackerel Cove Beach Concession Bid to Splash Dogz, LLC.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve awarding the 2023 Mackerel Cove Beach Concession bid to Splash Dogz, LLC.. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Interim Town Administrator Mello stated a bid for lemonade concession at Mackerel Cove will be on a future agenda.

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.

Discussion ensued.

Interim Town Administrator Mello gave the historic context of the Jamestown Senior Center and described potential options for the future. Town staff is requesting permission to explore options and permission to consult with an architect on the renovation of 6 West Street and/or the potential move to 11 Knowles Court. Senior Services Director Molly Rose addressed the Town Council and reviewed the current programmatic offerings. She stated she is grateful for the use of the Grange for the Senior Center. At times the use and capacity at the 6 West Street location can be limiting. Certain activities and/or health screenings would be better suited in a private room. Director Rose has visited other Rhode Island Senior Centers and noted some have a front desk. A front desk would streamline check-in, increase security, facilitate better service to visitors, and prevent disruption of programs.

Vice President Meagher suggested contacting Consultant Cathleen Carlin who assisted with the North Kingstown Senior Center.

Councilor M. White stated support for the initiative. He also encouraged Jamestowners to make suggestions in addition to objections. The proposed project is positive and necessary to better serve the community at large.

A motion was made by Vice President Meagher with a second by Councilor M. White to support the Jamestown Senior Center initiative and to explore viable options. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

- 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.

Discussion ensued.

Interim Town Administrator Mello explained there are two options for the Town Council to explore to incorporate more renewables for town-owned properties. Five years ago Newport Renewables offered to assess Town owned assets to determine the potential of solar infrastructure buildout. Public Works Director Gray has re-engaged with Newport Renewables to explore solar infrastructure investment. The Town has also researched buying energy from solar producers through a broker. Both options could be adopted in the future.

Vice President Meagher agreed both options should be explored and stated the Town needs to lead by example.

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

Councilor R. White requested to pull out Consent Agenda A) Town Council Meeting Minutes, 3) March 29, 2023 (Special Meeting) and asked to amend page 3, bullet point Private Dockage which read "...the commercial rate of \$250 per season..." should be corrected to reflect "...the commercial rate of \$250 per linear foot per season (Katherine and/or Jamestown)." Town Clerk

Roberta Fagan stated that was a scrivener's error and would amend the minutes as requested.

Vice President Meagher also commented on items C) 1) and 2) under the consent agenda she found both items interesting. No further action is required.

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

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.

Communications were acknowledged.

XI. COMMUNICATIONS, PETITIONS, AND PROCLAMATIONS AND RESOLUTIONS FROM OTHER RHODE ISLAND CITIES AND TOWNS

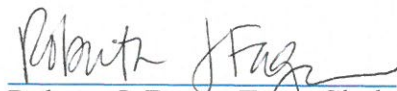
The Council may acknowledge any of the listed Communications and Proclamations and Resolutions. Should any member wish to have a conversation on any of the matters, the item will be placed on a future agenda for review, discussion, and/or potential action and/or vote.

- 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

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn at 7:23 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Attest:


Roberta J. Fagan, Town Clerk