



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
***Rosamond A. Tefft Council Chambers***  
**93 Narragansett Avenue**  
**Monday, May 15, 2023**  
**6:20 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. 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. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council will meet to conduct interviews of applicants for the committee vacancies as follows:**

| TIME | NAME                | COMMITTEE         |
|------|---------------------|-------------------|
| 6:20 | Kristopher Matthews | Harbor Commission |

**II. ROLL CALL**

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

**IV. 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) April 17, 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
    - 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 the Water Budget to Actuals as of April 30, 2023.
  - 2) Finance Director’s Report: Comparison of the Sewer Budget to Actuals as of April 30, 2023.
  - 3) Application of Breck Collingsworth, Owner and Representative Matt Dragon of Kirby Perkins Construction; 196 Highland Drive-Plat 10, Lots 53 and 54 for Utility Service Connection (water only).

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

**V. 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



- c) Jamestown Arts Center (JAC)
  - Event: Film Screening: Beneath the Polar Sun
  - Date(s): June 14, 2023, 7:00 p.m.-9:00 p.m.
  - Location: JAC, 18 Valley Street

**VIII. 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) AED/Overdose Prevention Program proposal. (New Business)
  - 2) Amendment to the CDBG Grant Application extension request. (Consent Agenda)
  - 3) Reallocation request to the RI Department of Transportation (RIDOT) to utilize \$100,000 in local grant funds to complete the design and installation of East Shore Road bike lanes. (New Business)
  - 4) Appointment of Steven Bois as the Executive Director of the Harbor Division. (Appointments)
  - 5) Endorsement of the Rhode Island Municipal Education Compact. (Consent Agenda)
  - 6) Road Paving 2023 season: local road paving grant funds available. (Consent Agenda)
  - 7) East Ferry/CMS Agreement update.
  - 8) Deputy Town Clerk Karen Montoya retirement announcement.
  - 9) Detective Derek Carlino recipient of the Impaired Driving Enforcement Award from the RIDOT Office on Highway Safety.
  - 10) Sgt. Karen Catlow recipient of the RIDOT Grant Manager Achievement Award.
  - 11) International Brotherhood of Police Officers (IBPO) Contract Agreement Review- Action Requested and Listed in Executive Session.

**IX. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Review and discussion of Town Council meeting dates for June, July, and August 2023, with potential new dates to be considered. Current meeting dates:
  - 1) Monday, June 5<sup>th</sup>, Financial Town Meeting
  - 2) Tuesday, June 20<sup>th</sup>
  - 3) Monday, July 3<sup>rd</sup>
  - 4) Monday, July 17<sup>th</sup>
  - 5) Monday, August 7<sup>th</sup>
  - 6) Monday, August 21<sup>st</sup>

- B) Review, Discussion, and/or Action and/or Vote: At the request of Councilor Brine approval of the amended Tax Relief Ad Hoc Committee Charge.
  - 1) Amended Tax Relief Ad Hoc Charge
- C) Review, Discussion, and/or Action and/or Vote: At the request of the Jamestown Affordable Housing Committee review of Affordable Housing strategy and proposal recommendations:
  - 1) Memorandum to the Town Council regarding Jamestown Affordable Housing Committee Updates, Current Situation, and Proposals for Moving Forward

**X. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Approval of authorization request to allocate up to \$41,000 opioid settlement funds to purchase Automatic External Defibrillators (AEDs) and overdose prevention kits (15 units) to be installed at various Town-owned facilities.
- B) Review, Discussion, and/or Action and/or Vote: Approval of authorization request to apply for reallocation of RIDOT funds in the amount of \$100,000 to complete the design and installation of designated bike lanes on East Shore Road:
  - 1) Memorandum to the Town Council from Interim Town Administrator Mello

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

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
  - 1) Appointment of Harbor Division Executive Director: Review, Discussion, and/or Action and/or vote to appoint:
    - a) Recommendation from the Interim Town Administrator Mello to the Town Council, to approve the appointment of Steven Bois as the Harbor Division Executive Director.
  - 2) 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
  - 3) 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) Joseph Cannon

**XII. 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
  - 4) May 1, 2023 (Regular meeting)
- B) Minutes of Boards/Commissions/Committees
  - 1) Affordable Housing Committee (March 15, 2023)
  - 2) Charter Review Committee (April 18, 2023)
  - 3) Jamestown Housing Authority (April 19, 2023)
  - 4) Planning Commission (April 19, 2023)

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

| MOTOR VEHICLE ABATEMENTS TO THE TAX ROLL |             |                 |
|--|-------------|-----------------|
| 15-0247-45M                              | CAR REPOSED | \$ 88.66        |
| <b>TOTAL ABATEMENTS TO TAX ROLL</b>      |             | <b>\$ 88.66</b> |
| <b>GRAND TOTAL</b>                       |             | <b>\$ 88.66</b> |

- D) Approval of request to authorize Interim Town Administrator Mello to execute an amendment to the 2019 CDBG grant award, requesting an extension until December 31, 2023.
- E) Approval of request to authorize Interim Town Administrator Mello to sign the Rhode Island Municipal Education Compact as proposed by Governor Daniel McKee
- F) Approval of staff recommendation to reserve \$770,000 of Capital Budget funds for road paving projects in anticipation of State of Rhode Island grant funding and local match requirement.
- G) Approval of the Jamestown Fire Department notice of names of officers pursuant to Section 26, Article II of the Jamestown Code of Ordinances.
- H) Approval of Town and School Audit Bid Award to Damiano & Company, LLP as further detailed below:

|                               | 2023               | 2024               | 2025               |
|-------------------------------|--------------------|--------------------|--------------------|
| Jamestown Town                | \$26,000.00        | \$26,500.00        | \$27,000.00        |
| Jamestown School              | \$16,885.00        | \$17,000.00        | \$17,000.00        |
| Agreed-upon procedures School | <u>\$ 3,565.00</u> | <u>\$ 3,800.00</u> | <u>\$ 3,800.00</u> |
|                               | \$46,450.00        | \$47,300.00        | \$47,800.00        |

- I) Finance Director’s Report: Comparison Budget to Actuals as of April 30, 2023.

### **XIII. 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: Vice President Meagher  
From: Linda Jamison  
Dated: April 29, 2023  
Re: Senior Center - location
  - 2) Copy of Email and Article to Town Council/Tax Relief Committee  
From: Marian Falla  
Dated: April 25, 2023  
Re: Tax Exemption Newport's approach
  - 3) Copy of Email and Article to Town Council/Tax Relief Committee  
From: Marian Falla  
Dated: April 27, 2023  
Re: STR Potential Regulations
- B) Proclamations and Resolutions from other Rhode Island Cities and Towns:
- 1) Town of Exeter, 2023-03, Resolution of the Town of Exeter in Opposition to Rhode Island 2023 Gun Control Legislation
  - 2) Town of Exeter, 2023-04, Resolution in Support of 2023-H 5724 and 2023-S 0328- An Act Relating to Health and Safety- Vital Records.
  - 3) Town of Hopkinton; Resolution in Support of FY 2024 Proposed Infrastructure Funds
  - 4) Town of Little Compton; Resolution Opposing Senate Bill S-0434, An Act Relating to Motor and Other Vehicles- Inspection of Motor Vehicles
  - 5) Town of Little Compton; Resolution in Opposition to Offshore Wind Turbines Sited Off Little Compton
  - 6) Town of Little Compton; Resolution in Support of Enabling Legislation Authorizing Tax Amnesty Periods for Municipalities (H5602, SLATER / S879, FELAG)
  - 7) Town of Portsmouth, 2303-02-13A, Resolution to Join the town of Jamestown in Support of the Request to RIDEM for the South Gould Island Public Recreation Plan
  - 8) Town of Richmond, Resolution 2023-7, In Opposition to Rhode Island Gun Control Legislation
  - 9) Town of Richmond, Resolution 2023-8, In Support of FY 2024 Proposed Infrastructure Funds
  - 10) Town Council of Warren: Resolution to the Honorable RI General Assembly Requesting that Section 44-5-68 of the Rhode Island General Laws be Repealed
  - 11) Town of Westerly, Opposition to Rhode Island 2023 Gun Control Legislation

#### **XIV. 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) The Town Council may convene into Executive Session to discuss, take possible action, and/or vote pursuant to the relevant requirements of R.I.G.L. § 42-46-5(a) Subsection (2) Collective Bargaining (Possible Authorization of a Contract Tentative Agreement and/or Contract Agreement with the International Brotherhood of Police Officers Local 305 with Proposed Term to be July 1, 2023, to June 30, 2026). Discussion and/or Potential action, announcement, and/or vote(s) from Executive Session and/or Open Session concerning a possible Authorization of a Contract Tentative Agreement and/or Contract Agreement with the International Brotherhood of Police Officers Local 305 with Proposed Term to be July 1, 2023, to June 30, 2026.
  
- B) The Town Council may convene into Executive Session to discuss, take possible action, and/or vote pursuant to the relevant requirements of R.I.G.L. § 42-46-5(a) Subsection (1) Personnel (job performance, character, or physical or mental health of Interim Town Administrator; Performance Review; provided that such person affected shall have been notified in advance in writing and advised that he may require that the discussion be held at an open meeting). Discussion and/or Potential action, announcement, and/or vote(s) from Executive Session and/or Open Session concerning Interim Town Administrator Performance Review; including possible appointment as the full-time/permanent Town Administrator, with terms and conditions of employment to be discussed and voted upon by the Town Council at the meeting.

#### **XV. ADJOURNMENT OF EXECUTIVE SESSION**

#### **XVI. 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 May 11, 2023.*