



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
**Rosamond A. Tefft Council Chambers**  
**93 Narragansett Avenue**  
**Friday, June 2, 2023**  
**11:00 A.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. 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. 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.

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 a TRANSFER APPLICATION has been received for Class B – Victualer Liquor License as advertised in the May 18<sup>th</sup> and May 25<sup>th</sup> editions of the Jamestown Press.

**FROM:**                      **CLASS B – VICTUALER**  
Jamestown Locals, LLC  
dba: Narragansett Café  
25 Narragansett Avenue  
Jamestown, RI 02835

**TO:**                              **CLASS B - VICTUALER**  
Jamestown Locos, LLC  
dba: Narragansett Café  
25 Narragansett Avenue  
Jamestown, RI 02835

- 1) Review, Discussion, and/or Action and/or Vote to approve the transfer of the Class B- Victualer Liquor License, granted but not issued pending full compliance with conditions and criteria necessary: Copy of menu; Department of Health Certificate; RI Sales Tax Permit; evidence of Commercial Liability, Liquor Liability and Property Damage coverage; list of employees and a copy of all TIPs Certification for each employee; current seating/site plan(noting where liquor is stored); signed BCI waiver form, transfer of Deed; and surrendering of the Jamestown Locals, LLC. dba Narragansett Café CLASS B-Victualer Liquor License; and upon resolution of debts, taxes, State approval, and appropriate signatures, effective date from the date of issuance to November 30, 2023. Review, Discussion, and or Action and or Vote.

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

B) Approval of Application that has been received by the Town Council for VICTUALING, HOLIDAY AND ENTERTAINMENT LICENSE, upon resolution of debts, taxes, State approval, and appropriate signatures, effective date from the date of issuance to November 30, 2023. Review, Discussion, and/or Action and/or Vote:

- 1) Jamestown Locos, LLC, dba: Narragansett Café, 25 Narragansett Avenue

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

- A) Ordinances; Discussion and Possible Action to *Order to Advertise* in the Jamestown Press; Notice of a Public Hearing for Proposed Amendments to the Code of Ordinances, Chapter 14- Buildings and Buildings Regulation, Article V. Short Term Rentals, Sec. 14-80 thru 14-94-100. These Amendments are proposed based on comments received during Short-Term Rental Working Group sessions.
- B) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
  - 1) Senior Services Ad Hoc Committee, Two (2) to Four (4) Member vacancy(s), with a term ending date unspecified; review discussion and/or potential action and/or vote:
    - a) Letter of interest:
      - i) Karen Montoya
      - ii) Emilie Tamboe

**VI. 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) May 15, 2023 (Regular meeting)
  - 2) May 25, 2023 (Special meeting)
- B) Minutes of Boards/Commissions/Committees
  - 1) Board of Canvassers (September 27, 2022)
  - 2) Board of Canvassers (October 18, 2022)
  - 3) Board of Canvassers (November 2, 2022)
  - 4) Board of Canvassers (November 21, 2022)
  - 5) Board of Canvassers (January 12, 2023)
  - 6) Harbor Commission (April 12, 2023)
  - 7) Housing Authority (April 19, 2023)
  - 8) Planning Commission Minutes (May 3, 2023)
  - 9) Tree Preservation and Protection (February 15, 2023)
  - 10) Tree Preservation and Protection (March 15, 2023)
  - 11) Tree Preservation and Protection (April 19, 2023)
  - 12) Zoning Board of Review (April 23, 2023)
- C) Ratification of Administrative Event Approvals
  - 1) JAC Talk, Sasa Spacal, May 25, 2023
  - 2) JAC Talk, Isabel McGarva, June 6, 2023

**VII. 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 letter to: Town Council  
From: Jeffrey M. Willis, Executive Director,  
Coastal Resource Management Council  
Dated: April 24, 2023  
Re: 1 yr. interim approval of the Comprehensive Harbor Management Plan

#### **VIII. 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 RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation (Adverse Possession/Quiet Title), Smith et al., Archetto, et al. v. Jamestown, File No.: NC-2020-001. Discussion and/or Potential action, announcement, and/or vote(s) from Executive Session and/or Open Session.
- B) The Town Council may convene into Executive Session to discuss, take possible action, and/or vote pursuant to the relevant requirements of RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation (Adverse Possession/Easement/Quiet Title), Cary v. Jamestown, File No.: NC-2020-0375. Discussion and/or Potential action, announcement, and/or vote(s) from Executive Session and/or Open Session.

#### **IX. ADJOURNMENT OF EXECUTIVE SESSION**

#### **X. 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 31, 2023.*

Water

Jamestown  
City or Town

State of Rhode Island

Board of Licensing Commissioners

RECEIVED  
2023 01 27 PM  
Robert J. Fasan  
TOWN OF JAMESTOWN Town Clerk

Application for Transfer of Beverage License

Transfer of Location     Transfer of Name     Transfer of Stock

Retailer Class:

A \_\_\_\_\_ BT \_\_\_\_\_ BV \_\_\_\_\_ BV-L \_\_\_\_\_ C \_\_\_\_\_

Name of Transfer Applicant: Jamestown Locals LLC

DBA: The Narragansett Cafe Phone #: 401-423-

Address of Premise: 25 Narragansett Ave Jamestown RI 02835

The above hereby petitions the Licensing Board to transfer the said license to:

New Location (if any): \_\_\_\_\_

New Name (if any): Jamestown Locos DBA: The Narragansett Cafe

If Change of Stockholder's List, Please List Old & New Stockholders: \_\_\_\_\_

Joseph Colon - Old

Cecelia Verta - Old

Mark D'Arezzo - New

Esther D'Arezzo - New

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

[Signature]  
Signature of Transferor

2/27/23  
Date

[Signature]  
Signature of Transferee

2/27/23  
Date

The Board of License Commissioners has set a hearing for the \_\_\_\_\_ day of \_\_\_\_\_

2023, at \_\_\_\_\_ pm. The hearing will be located at the Jamestown

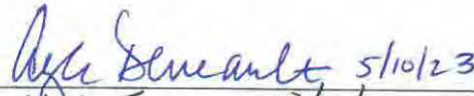
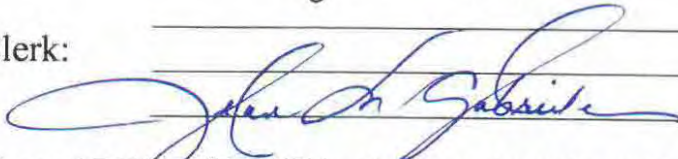
Town Hall, 93 Narragansett Avenue. This hearing will be advertised twice in the Jamestown

Press for the following dates: \_\_\_\_\_ & \_\_\_\_\_.

**Town of Jamestown, Rhode Island**  
**Board of License Commissioners**  
**Alcoholic Beverage License Application**

As part of the application process for a liquor license in the Town of Jamestown, the Alcoholic Beverage Licensing Commission of said town conducts an investigation to determine if the applicant has ever been convicted of a crime in this state or any other state. The applicant acknowledges the same, and consents to the investigation by the Commission or its designee, including the Jamestown Police Department, and the release of any information relating to a past criminal conviction of the applicant by any federal, state or municipal source to the Commission or its designee.

Signature of Applicant: 

Chief of Police:  5/10/23  
Fire Chief: HP Tigh 2/14/23 AOSTM-RL  
Zoning Official: \_\_\_\_\_  
Water & Sewer Clerk: \_\_\_\_\_  
Tax Collector:  5/11/2023

This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ for the period of \_\_\_\_\_ to November 30, 20\_\_\_\_\_

Issued: \_\_\_\_\_

\_\_\_\_\_  
Roberta J. Fagan, Town Clerk

Wata

RECEIVED:  
MAY 10 2024 11:01 AM  
Roberto J. Fagan  
TOWN OF JAMESTOWN Town Clerk

Jamestown

STATE OF RHODE ISLAND

Board of Licensing Commissioners

Application for License

Retailer Class:

A BT **BV** BV-L B-M

Name of Applicant (LLC Name): Jamestown Locos, LLC

DBA: The Narragansett Cafe

Business Address: 25 Narragansett Ave Jamestown RI 02835

Business Phone: 401-423-2150

Hours of Operation: 11am - 1am

Name, Address, Phone # and Date of Birth of each applicant:

Mark D'Arezzo [Redacted] Jamestown RI 02835

Esther D'Arezzo [Redacted] Jamestown RI 02835

Citizen of United States? yes If Naturalized, date and court where admitted:

Name and Address of each person interested or to become interested in business for which application is being made (state nature of interest):

Mark + Esther D'Arezzo

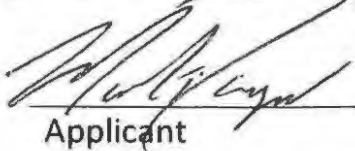
Is application for the benefit of another? No If so, please explain:

Has applicant obtained a loan or arranged to do so from other than a bank? If so, please explain: Cecilia Verta + Joseph Colon

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

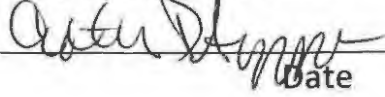
I hereby certify that the above statements are true to the best of my knowledge and belief.

Mark T. D'Arezzo

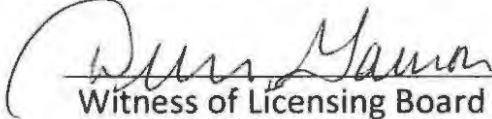


Applicant

Esther D'Arezzo



Date



Witness of Licensing Board or Notary Public

3/23/2023

Date of Witness or Notary Expiration

### Instructions of Applicants

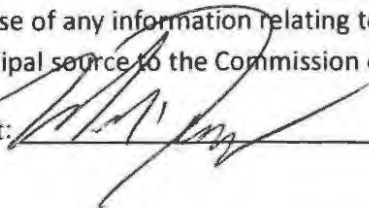
1. Every question on the Application Form must be answered. Any false statement made by the Applicant will be sufficient grounds for the denial of the application or the revocation of the license in case one has been granted.
2. Submit with this application a copy of the proposed menu – Class BV, BV-L, BT
3. Submit with this application a copy of Pharmacist's Dept. of Health Licenses. (Class E)
4. **Submit with this application a certificate of insurance evidencing commercial general-liability and liquor liability and property coverage in the minimum of three hundred thousand dollars (\$300,000), per Rhode Island General Law 3-7-29, effective August 1, 2017**

Board of License Commissioners

### Alcoholic Beverage License Application

As part of the application process for a liquor license in the Town of Jamestown, the Alcoholic Beverage Licensing Commission of said town conducts an investigation to determine if the applicant has ever been convicted of any crime in this state or any other state. The applicant acknowledges the same, and consents to the investigation by the Commission or its designee, including the Jamestown Police Department, and the release of any information relating to a past criminal conviction of the applicant by any federal, state or municipal source to the Commission or its designee.

Signature of Applicant:







Applicant is responsible for obtaining signatures from the following departments:

Chief of Police: Ayle Genciano 5/10/23  
Fire Chief: HE Tignor 10574-0 2/14/23  
Zoning Official: [Signature] 5.11.23  
Water & Sewer Clerk: \_\_\_\_\_  
Tax Collector: [Signature] 5/11/2023

This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ for the period of \_\_\_\_\_ to \_\_\_\_\_

Issued: \_\_\_\_\_

\_\_\_\_\_  
Roberta J. Fagan, Town Clerk

72612

RECEIVED  
MAY 11 2023 9:10 AM  
Robert J. Fagan  
TOWN OF JAMESTOWN TOWN CLERK

### TOWN OF JAMESTOWN

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

- November 30, 2024

## Victualing, Holiday & Entertainment License Multi-License Application

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

<input type="checkbox"/> Copy of Valid State Health Certificate	Victualing Fee	\$ 20.00
<input type="checkbox"/> Retail Sales Tax Permit	Holiday License Fee	\$ 20.00
	Jukebox Fee	\$ 25.00
	Pool Table Fee	\$ 25.00
	Pinball/Video Fee	\$ 25.00
	Entertainment Fee	\$ 140.-


Name of Applicant : Mark + Esther D'Arezzo

DBA: The Narragansett Cafe

Business Address: 25 Narragansett Ave Jamestown RI

Business Phone: 401-423-2150

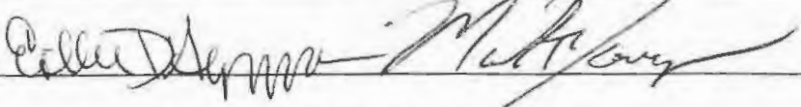
Hours of Operation: 9 AM - 01:00 AM <sup>RF/Esther</sup> SUNDAY - SATURDAY

Owner's Name & Address: Mark D'Arezzo Owner's Phone: 

Email: MDA  
ES

Seating Capacity: 76 Number of Kitchens: 1

Number of Dining areas (including outdoor service): 1

Signature of Applicant: 

All Tax & Water Assessments must be **PAID TO DATE** prior to any Town Council Action.  
Your application will not be acted upon should payment of these be in arrears.

**Proposed Entertainment  
PLEASE BE SPECIFIC**

Between the Hours of:

~~8:00 am - 1:00 am~~ 1:00 pm - 12:30 am

per Estuar  
RF

Days of the Week:

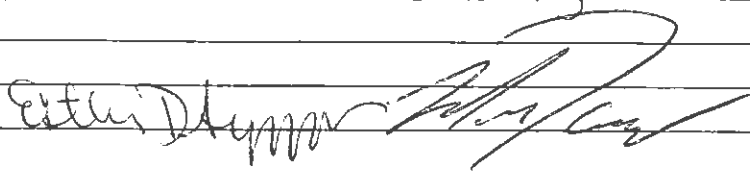
~~Sunday - Saturday~~ Thursday - Sunday

Type: i.e. Acoustic/Amplified DJ/Live Band/Movie/Performance

Live Band, Acoustic, DJ

Location Inside/Outside: Inside

Signature of Applicant:



Please contact Fire Marshall Howie Tighe at [htighe@jamestownfd.com](mailto:htighe@jamestownfd.com) to schedule an inspection.

Chief of Police:

*Ayle Genevieve* 5/10/23

Fire Chief:

*H. Tighe* 2/17/23 ADJFM-AL

Zoning Official:

*[Signature]* 5/11/23

Water & Sewer Clerk:

*[Signature]* 5/23/23

Tax Collector:

*[Signature]* 5/11/2023

This application has been GRANTED/DENIED by the Jamestown Town Council at a meeting held on \_\_\_\_\_, for the period of \_\_\_\_\_

November 30, 2024

Issued: \_\_\_\_\_

Roberta J. 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 \_\_\_ day of \_\_\_\_\_, 2023 at the Jamestown Town Hall, 93 Narragansett Avenue on the following proposed amendment to the Code of Ordinances regarding **Chapter 14 – Buildings and Buildings Regulation**. 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](http://www.Jamestownri.gov).

**Section 1.** The Town Council of the Town of Jamestown does hereby resolve that the Jamestown Code Of Ordinances, **Chapter 14 – Buildings and Buildings Regulation**, 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): \_\_\_\_\_

Publication Source: Jamestown Press

Hearing Date: \_\_\_\_\_

Action: \_\_\_\_\_

Certified: \_\_\_\_\_

1 Exhibit A

2  
3 Chapter 14 – BUILDINGS AND BUILDING REGULATIONS

4  
5 ARTICLE V. – SHORT TERM RENTALS

6  
7 **Sec. 14-80. - Findings.**

- 8  
9 a) Short-term residential rentals, which is defined as residential rental tenancies of less  
10 than 30 days duration, occurs in many residential areas of the Town. Jamestown  
11 recognizes the growing trend by the homeownership public to provide accommodations  
12 in their homes to travelers. The provision of such type of housing accommodations can  
13 be beneficial under certain circumstances and, if properly regulated, provide a means  
14 of assisting property owners to keep their properties in good order and repair which, in  
15 turn, assists in stabilizing home ownership, maintaining property values, and  
16 strengthening the economy of Jamestown. This trend to engage in short-term rentals  
17 has also been expanded to include absentee owner-investors.
- 18  
19 b) Simultaneously, Jamestown is mindful of the potential negative impacts short-term  
20 rental activity ~~has~~ may have on well-established residential neighborhoods. The  
21 seasonal (primarily summer) rental market has been transformed into short-term  
22 rentals, often with tenancies of less than one week in duration, conducted via increasingly  
23 anonymous means through the internet. This transformation is profound in its potential to  
24 convert every home on the island into a commercial hotel-like activity without the benefit  
25 of community review or appropriate regulation. This trend has also fostered commercial  
26 investment to purchase previously single family occupied homes and transformed them  
27 into hotel-like rentals in many residential neighborhoods. Unregulated short-term rental  
28 activity obliterates the distinctions between residential and commercial uses and zoning  
29 districts. It also undermines the Town's Comprehensive Plan, Zoning Ordinance, life and  
30 safety codes and the safeguards therein that enable homeowners and residents to know and  
31 to predict what land uses are allowed in their neighborhoods and in the dwelling next door.
- 32  
33 c) The impact of short-term rentals on long-term rentals and affordable rentals has been  
34 negative and significant by replacing such long term and affordable rentals with more  
35 lucrative short-term rental opportunities. Lack of availability of long-term and affordable  
36 rentals has forced out the younger generation of Town residents to other communities,  
37 reducing economic diversity and community volunteers. This resident displacement will  
38 continue and may increase if not regulated.
- 39  
40 d) Without appropriate controls on the manner, method, location, and operation of  
41 short-term rentals, residential neighborhoods stand to be harmed by undue  
42 commercialization and disruption. The primary and overarching purpose of a residential  
43 neighborhood is first and foremost a residential community, where people live, not a  
44 place of transient occupancy or commercial activity. The regulation of short-term rentals,  
45 the introduction of requirements, safeguards, and community review, will improve and

1 moderate this land use transformation. Regulation of this activity will serve to help  
2 maintain the residential character of neighborhoods.  
3

- 4 e) The regulations set forth hereinafter strike an appropriate balance by encouraging and  
5 strengthening opportunities for home ownership by providing a means of assisting owners  
6 of homes in the upkeep of their property, and significantly, by maintaining the residential  
7 character of neighborhoods by requiring that short-term rentals, as defined by this  
8 ordinance, be operated and located in such a manner as to curb the potential of residential  
9 neighborhoods becoming predominantly places for commercial hotel-like rentals and the  
10 associated negative externalities.  
11
- 12 f) The Constitution of the State of Rhode Island, Article XIII, Section 2, in relevant part,  
13 grants to the Town of Jamestown the authority to enact and amend local laws relating to  
14 its property, affairs, and government if such local laws are consistent with the Constitution  
15 and laws enacted by the General Assembly. This delegation of power includes the police  
16 power to enact reasonable legislation to regulate to protect the public health, safety, and  
17 welfare.  
18
- 19 g) The Town of Jamestown finds that, by application of the regulatory framework contained  
20 herein, the short-term rental of dwelling units can have a positive effect on the health,  
21 safety, and welfare of the community by providing a flexible housing stock that allows  
22 travelers safe accommodations while contributing to the local economy and providing  
23 homeowners an opportunity to hold property in difficult economic circumstances or as an  
24 investment while balancing these regulations to also protect the integrity of the residential  
25 neighborhood from commercialization.  
26

27 **Sec. 14-81. Applicability.**  
28

- 29 a) The provisions of this chapter shall apply to all short-term rentals of dwelling units, as  
30 defined subsequently, herein, within the Town of Jamestown.  
31

32 **Sec. 14-82. Definitions.** For this chapter, the following definitions shall apply:  
33

- 34 a) **Bedroom or Sleeping Accommodation:** Any room in a residential structure which is greater  
35 than 70 square feet in area, which is susceptible to present or future use as a private sleeping  
36 area, which has at least one window and one interior method of entry and egress but  
37 excluding closets, shared spaces open to the house, and bathrooms.  
38
- 39 b) **Dwelling Unit:** A structure or portion thereof providing complete, independent living  
40 facilities for one or more persons, including permanent provisions for living, sleeping,  
41 eating, cooking, and sanitation, and containing a separate means of ingress and egress.  
42
- 43 c) **Licensing Authority:** The Town Council of the Town of Jamestown.  
44
- 45 d) **Local Representative:** A person designated on a registration form filed under this chapter  
46 as the person authorized to receive any process, notice or demand required or permitted to

1 be served upon the owner of the premises and required to respond to questions/complaints  
2 from tenants, neighbors, and Town staff on a 24/7 basis. A local representative may, but  
3 need not, also serve as property manager.  
4

5 e) Registrar: The Town Clerk.  
6

7 f) Resident: The record owner of a parcel of real estate who (1) physically resides in the Town  
8 for no less than 183 days per year; and (2) has designated a property in the Town as their  
9 legal residence for a driver's license, voter registration, State identification card or other  
10 suitable form as proof of domicile. ~~A business entity and/or trust is not defined as a resident  
11 for the purposes of this ordinance.~~  
12

13 g) Short-term Rental: The rental, lease, or other contractual arrangement for the occupation  
14 of a dwelling unit, or any portion thereof, by a tenant or occupant for residential and/or  
15 dwelling purposes, for any period of less than thirty (30) consecutive days. Short-term  
16 Rental shall not include duly licensed and permitted hotel, motel, bed and breakfast homes,  
17 and community residences.  
18

19 **Sec. 14-83. Registration, inspection, and license required.**  
20

21 a) Every Short-term Rental unit shall obtain a compliance certificate issued by the Building  
22 Official, shall be registered by the record property owner thereof with the Registrar, and  
23 shall apply for and be issued a license from the Licensing Authority before any use of the  
24 Short-term Rental Unit occurs.  
25

26 b) Prior to registration and licensing of a Short-term Rental unit, the Short-term Rental unit  
27 shall be inspected for a fee by the Building Official or his/her designee and the Jamestown  
28 Fire Marshal. Thereafter, the dwelling unit shall be inspected by the Building Official each  
29 two (2) years thereafter, and by the Fire Marshall each two (2) years thereafter, to be  
30 completed no later than the application period filing of the requisite year. The purpose of  
31 the inspection is to determine the occupancy limit of the unit pursuant to Sec 14-87 of this  
32 chapter and compliance with the relevant State Building Codes, Fire Codes and Town  
33 Ordinances, including, but not limited to smoke and C.O. detectors are installed and  
34 compliance with the State Fire Code for dwelling units and Short-term Rental units and to  
35 determine the number of off-street and on-street parking spaces available on site. The  
36 Building Official or his/her designee shall issue a Short-term Rental compliance certificate  
37 stating that the unit has passed the required inspections and shall state the maximum  
38 occupancy for the Short-term Rental and dwelling unit. The Building Official and/or Fire  
39 Marshall may conduct an inspection of any Short-term Rental unit upon complaint or for  
40 any other proper reason pursuant to the General Laws, applicable regulations and/or Town  
41 Ordinances. Failure of the record owner of the Short-term Rental unit to allow inspections  
42 shall constitute a violation of this chapter.  
43

44 c) Any deficiencies found by the Building Official or Fire Marshall must be satisfactorily  
45 addressed by the record owner prior to issuance of a compliance certificate or the use or

1 re-use of the Short-term Rental unit; engaging or continuing the Short-term Rental while  
2 deficiencies are outstanding shall be a violation of this chapter.  
3

- 4 d) A Short-term Rental unit compliance certificate shall expire on December 31<sup>st</sup> of ~~each~~ the  
5 second year after issuance of the compliance certificate and must be renewed by the holder,  
6 unless revoked, rescinded and/or returned. The first two-year inspection period will be for  
7 the license year beginning 2024 and all inspections thereafter shall follow that inspection  
8 period. Any mid-term inspection-license due to transfer of property per Section 14-85 shall  
9 hereafter follow the compliance schedule as stated in this ordinance. Any Short-term Rental  
10 compliance certificate issued prior to December 31<sup>st</sup> of any year shall thereafter expire and  
11 require renewal annually prior to December 31<sup>st</sup> of the year issued.  
12

13 **Sec. 14-84. Compliance certificate, registration and license forms.**  
14

- 15 a) The Short-term Rental unit compliance certificate form shall be prepared and issued by the  
16 Building Official, who is hereby authorized to require such relevant and appropriate  
17 information as deemed necessary to constitute compliance with the relevant provisions of  
18 this ordinance for the issuance of such certificate.  
19
- 20 b) The rental registration form shall be developed by the Registrar's office and, at a minimum,  
21 shall indicate the Tax Assessor's plat and lot number, address of the rental dwelling and  
22 Short-term Rental unit, the number of Short-term Rental units therein, the maximum  
23 occupancy, the name, permanent mailing address, email address, and telephone number of  
24 the record owner and of his or her registered local representative, if different than the  
25 owner. Copies of the registration form, with 24 hours, 7 days a week contact information  
26 for the record owner and, if applicable, the local representative, will be held on file by the  
27 Registrar.  
28
- 29 c) The Short-term Rental unit license form shall be prepared and issued by the Registrar's  
30 office, who is hereby authorized to require such relevant and appropriate information as  
31 deemed necessary to constitute compliance with the relevant provisions of this ordinance  
32 for the issuance of a license by the Licensing Authority.  
33

34 **Sec. 14-85. Filing date; term.**  
35

- 36 a) On or before October 1 of each year, the record owner of the rental dwelling unit shall file  
37 the completed rental registration form with the Registrar along with the compliance  
38 certificate issued by the Building Official, which registration ~~and certificate~~, if issued, shall  
39 be valid for a one-year period from January 1 to December 31 of the following year, subject  
40 to the issuance of a license for the same by the Licensing Authority. If the property is  
41 registered and issued a compliance certificate during the calendar year due to property  
42 transfer only, the registration ~~and compliance certificate~~ shall be valid until December 31  
43 of that same year and the compliance certificate shall be valid for the remaining inspection  
44 period as set forth in Section 14-83, subject to the issuance of a license for the same by the  
45 Licensing Authority. Failure of the record owner to obtain a compliance certificate, register



1 and be issued a license for the Short-term Rental unit shall constitute a violation of this  
2 chapter.

- 3
- 4 b) Once a completed registration and licensing application is submitted to the Registrar's  
5 office on or before October 1<sup>st</sup> of each year, the Registrar shall place all completed  
6 applications on a Licensing Authority agenda for consideration, discussion, and potential  
7 action. The Registrar shall cause an advertisement to be made no less than two (2) weeks  
8 prior to the date selected for the License Authority meeting containing the list of  
9 applications filed and forwarded to the Licensing Authority. A public hearing shall be  
10 available to any person so requesting to make comment or contest any Short-term Rental  
11 unit application pending before the License Authority. Absent any objections being filed  
12 either before or at the Licensing Authority meeting on a Short-term Rental application, the  
13 Licensing Authority may approve an application on their consent agenda, without a public  
14 hearing or deliberation. The Licensing Authority may conditionally approve and/or deny a  
15 Short-term Rental license to an applicant only for just cause. Just cause may include, but  
16 not be limited to, complaints, regulatory contacts, misleading or inaccurate filing  
17 information, or ordinance violations to name a few.

18

19 **Sec. 14-86. Registration and license fee.**

- 20
- 21 a) ~~There shall be an annual registration and license fee for Short-term Rentals as follows: of~~  
22 ~~three hundred and fifty (\$350.00) dollars for each Resident Short-term Rental unit and an~~  
23 ~~annual registration and license fee of seven hundred dollars (\$700.00) for all other Short-~~  
24 ~~term Rental units covered under the provisions of this chapter. Registration and license~~  
25 ~~fees are required to be paid upon application and are non-refundable.~~

26

27 An application Fee of \$125 per year in addition to the following fee:

28

29 Short Term Rentals within the CD Zoning District = \$0

30 Owner Occupied Units (must be a legal residence of owner) = \$50 per bedroom rented

31 Non-Owner-Occupied Properties owned by Jamestown Resident = \$100 per bedroom

32 Non-Owner-Occupied Properties owned by non-Jamestown Resident = \$200 per  
33 bedroom

34

35 The fee for the number of bedrooms shall be capped at 4.

- 36
- 37 b) Registration and license fees are required to be paid upon application and are non-  
38 refundable.

39

40 **Sec. 14-87. Occupancy location, limits, and parking other requirements.**

- 41
- 42 a) A Short-term Rental is only permitted in a dwelling unit, or a portion thereof, by a tenant  
43 or occupant for residential purposes, Short-term Rentals are prohibited in accessory  
44 structures and structures that do not constitute a dwelling unit or portion thereof.

- 1  
2 b) The maximum occupancy for the dwelling and Short-term Rental unit shall be two persons  
3 per bedroom, excluding children under 12 years of age, and in cases where dwelling units  
4 use an On-site Wastewater Treatment System (“OWTS”) maximum occupancy shall not  
5 exceed the number of bedrooms supported by the design load of the property's OWTS. The  
6 record owner shall provide records and/or information that the Building Official or his/her  
7 designee deems reasonably sufficient to determine the number of bedrooms for which the  
8 OWTS is rated. If OWTS information is unavailable for the dwelling unit, it shall be  
9 deemed a two-bedroom dwelling unit. The owner has the ability to submit valid System  
10 Suitability Determination (“SSD”) to determine the bedroom count. Dwelling units  
11 serviced by cesspools are not eligible for Short-term Rental. The maximum occupancy may  
12 be further limited by the requirements of Subsection b, herein.  
13  
14 c) No tents, storage units, boats, recreational vehicles, and the like shall be used and/or  
15 occupied while on the Short-term Rental property.  
16  
17 d) The record owner shall be jointly and severally liable for compliance with the Short-term  
18 Rental Ordinance provisions, including but not limited to, rental term limits, occupancy  
19 limits and other requirements. Non-compliance with any of the provisions of this ordinance  
20 or any other Code of Ordinance provisions of the Town of Jamestown by users of the Short-  
21 term Rental unit shall constitute a violation of this chapter.  
22

23 **Sec. 14-88. Owner's obligations.**  
24

- 25 a) All Short-term rental unit advertisements shall contain an accurate and detailed description  
26 of the Short-term Rental unit and the limitations and requirements contained in this  
27 ordinance for use of the Short-term Rental unit.  
28  
29 b) All Short-term Rental unit agreements shall attach a copy of the applicable short-term  
30 rental registration and ~~permit~~ license for the premises. The Short-term Rental unit  
31 agreement shall state that the renter may be held legally responsible and liable for any  
32 violations of law committed by the renter or by other occupants or guests while at the Short-  
33 term Rental unit premises, including violations of the laws and ordinances pertaining to  
34 noise, disorderly conduct, disturbance of the peace, keeping dogs on a leash, parking, trash  
35 maintenance and disposal, and dwelling occupancy limits.  
36  
37 c) The owner and/or ~~local representative~~ hosting platform shall obtain accurate and up-to-  
38 date information, including the names, home addresses and phone numbers of the primary  
39 renter renters, the date of the rental period and a copy of a state issued driver's license or  
40 identification card or passport from the primary renter. ~~and any tenants or guests~~ The owner  
41 and/or ~~local representative~~ hosting platform shall maintain this information throughout the  
42 term of the Short-term Rental agreement and for 90 (ninety) days thereafter; and shall make  
43 this information available to Town officials who are lawfully investigating or prosecuting  
44 any offense reasonably believed to involve one or more of the renters. Failure of the record  
45 owner and/or local representative to gather, maintain or provide this required information  
46 shall constitute a violation of this chapter.

1  
2 **Sec. 14-89. Posting of notice by owner.**  
3

- 4 a) The record owner shall be responsible and is required to state in all short-term rental  
5 advertising the maximum number of bedrooms, maximum number of persons, and number  
6 of designated on-site parking spaces. The record owner shall be responsible to maintain  
7 ~~post and affix in plain view~~, in a conspicuous place within the rental dwelling unit, a  
8 compilation to be provided by Town staff and available at the office of the Registrar,  
9 containing general information regarding certain Town ordinances with which tenants must  
10 comply, dwelling occupancy limits, and any other pertinent ordinance, or law information  
11 which the Town may deem appropriate from time to time. This shall be made available by  
12 the Town and also to renters digitally. In addition, notice of water conservation, trash  
13 pickup, and recycling shall also be posted. The record owner of the Short-term Rental  
14 dwelling unit subject to the provisions of this chapter shall cause the registration form and  
15 ~~permit~~ license required by this chapter to be kept in a conspicuous place in ~~posted or affixed~~  
16 ~~to the inside of the primary access door to~~ said Short-term Rental dwelling unit so as to  
17 allow the lease and ~~registration form~~ license to be readily available for inspection by police,  
18 zoning, building, or minimum housing officials of the Town of Jamestown. Non-  
19 compliance of posting requirements shall be a violation of this chapter.  
20

21 **Sec. 14-90. Local representative.**  
22

- 23 a) The record owner shall designate on the registration form, if different from themselves, an  
24 individual who permanently resides in Rhode Island, or a property manager with a  
25 physically staffed office within Rhode Island, as the record owner's local representative,  
26 who shall be authorized to receive any process, notice or demand required or permitted to  
27 be served upon the owner of the premises. The record owner may be designated as the local  
28 representative, only if he or she resides in Rhode Island.  
29
- 30 b) The local representative must be authorized by the record owner to respond to tenant and  
31 neighborhood questions or concerns on a 24/7 basis. The local representative shall serve as  
32 the initial contact person if there are questions or complaints regarding the use of the  
33 dwelling unit for short-term rentals. The local representative promptly shall respond in  
34 person or via telephone to those complaints to ensure that the use of the dwelling unit  
35 complies with the requirements of this chapter, as well as all other applicable Town  
36 ordinances pertaining to parking, noise, disturbances, or nuisances, as well as state law  
37 pertaining to the consumption of alcohol and/or the use of illegal drugs.  
38
- 39 c) The failure of the record owner or local representative promptly to respond in person or  
40 via telephone to the Jamestown Police Department or other Town Official inquiries and  
41 address and resolve any situation, complaint, or violation within ~~two (2)~~ four (4) hours  
42 shall be considered a violation of this chapter.  
43
- 44 d) The record owner may change the designation of the local representative from time to time  
45 by filing an amended registration application including the name, address, and telephone

1 number of the new local representative. Failure to notify the Town of any change in the  
2 local representative shall constitute a violation of this chapter.  
3

4 **Sec. 14-91. Enforcement; penalty for violation; revocation of license permit.**  
5

- 6 a) For the purposes of enforcement of the provisions of this chapter, the Town Council of the  
7 Town of Jamestown hereby designates and authorizes the Zoning Enforcement Officer for  
8 the Town to implement, investigate, enforce, and prosecute the provisions of this chapter.  
9
- 10 b) Violations of this chapter shall be enforceable through issuance of a Violation Citation and  
11 Summons by the Zoning Enforcement Officer or his or her designee, of the Town and  
12 citations shall be heard and adjudicated by the District Court or other court of appropriate  
13 jurisdiction.  
14
- 15 c) Except as provided herein, violations shall be punished in accordance with, and the Town  
16 shall have all the powers and remedies provided by, Sec. 1-15 of the Jamestown Code of  
17 Ordinances, which include and provide for a first offense penalty of \$250 and a second and  
18 subsequent offense penalty of \$500 where each day counts as a distinct and separate  
19 violation.  
20
- 21 d) The Zoning Enforcement Officer may provide in the Violation Citation that upon  
22 admittance of the violation the fine may be paid in person, by mail or electronic payment,  
23 or other disposition imposed, prior to the first appearance before the District Court.  
24
- 25 e) Notwithstanding any other remedies available to the Town, the Zoning Enforcement  
26 Officer may refer a Short-term Rental license issued under this ordinance to the Licensing  
27 Authority for a show-cause hearing to be held by the Licensing Authority. The Licensing  
28 Authority shall have the authority to revoke, suspend, and take such other equitable action  
29 as deemed appropriate and necessary based on the facts and circumstances of the situation  
30 determined at the show-cause hearing concerning the licensee.  
31

32 **Sec. 14-92. Implementation.**  
33

- 34 a) This chapter shall take effect upon passage, provided, however, that enforcement of  
35 violations shall be stayed until January 1, 2024 ~~2023~~.  
36
- 37 b) No Short-term Rental may occur after adoption of this ordinance without compliance with  
38 this chapter. Non-compliance shall constitute a violation of this chapter.  
39

40 **Sec. 14-93. Limits on total Short-term Rental Units licensed.**  
41

- 42 a.) The Town Council reserves the right to set limits on the total number of Short-term Rental  
43 units permitted in the Town and/or by certain geographic areas, such as blocks,  
44 neighborhoods and/or areas.  
45

1        b.) The Town Council may act to set the limits at their discretion upon a showing of need  
2        based on finding disruption to the quiet enjoyment of a residential area, negative impact on  
3        the seasonal and/or affordable housing rental markets, or impairment to the integrity of the  
4        residential character of particular areas.

5  
6        **Sec. 14- 94 - 100. – Reserved.**

7

DRAFT

# TOWN COUNCIL MEETING MINUTES

## May 15, 2023

### I. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council met to conduct interviews of applicants for the committee vacancies as follows:

The following individual was interviewed for the Harbor Commission: Kristopher Matthews

### II. ROLL CALL

A regular meeting of the Jamestown Town Council was held on May 15, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, Randy White, and Erik Brine

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, Harbormaster Steven Bois and Town Clerk Roberta Fagan

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

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:30 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

President Beye asked for a moment in silence to honor the passing of Samara (Sam) Pease.

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

### 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**

A motion was made by Councilor R. 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 Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

**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

Councilor Brine presented a gift from his friend Ukraine native Alexander Pinchuk to the Town of Jamestown, and read a letter of thanks to the Town of Jamestown from the Pinchuk family.

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

A) Proclamation 2023-09: Welcoming the Golden Rule Peace Boat To Rhode Island In Support Of A Nuclear Free World

William Smith, III, described the mission and history of the Golden Rule Peace Boat. The Boat will be arriving in June and may stop over in Jamestown on June 10<sup>th</sup>, promoting the elimination of nuclear testing and the UN Treaty on the Prohibition of Nuclear Weapons.

Vice President Meagher made a request to amend Proclamation 2023-09 and recited the amended Proclamation.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve Proclamation 2023-09 as amended, Welcoming the Golden Rule Peace Boat To Rhode Island In Support Of A Nuclear Free World. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; 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 Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

**VII. 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 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  
dba: Narragansett Café  
25 Narragansett Avenue  
Jamestown, RI 02835

**TO:** **CLASS B-V- VICTUALER**  
Jamestown Locos, LLC  
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, date to be determined, by the Town Council, with advertisements in the May 18<sup>th</sup> and 25<sup>th</sup> editions of the *Jamestown Press*.



7  
Discussion ensued. Mark and Esther D'Arrezzo, 141 Beacon Avenue, owners of Jamestown Locos, LLC, dba Narragansett Café made a request to the Town Council to consider scheduling a Special Meeting as soon as permissible. Town Clerk Roberta Fagan stated the earliest date for a Public Hearing, duly advertised in the May 18<sup>th</sup> and 25<sup>th</sup> editions of the Jamestown Press would be June 1<sup>st</sup>. The Town Council deliberated and stated availability on June 2<sup>nd</sup>, 11 a.m.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the request to proceed to advertise for a Public Hearing, on June 2, 2023, at 11 a.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

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

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: Lawn School
- Event: 7<sup>th</sup>/8<sup>th</sup> Grade Dance
- Date(s): May 26, 2023, 7:00 p.m.-8:30 p.m.
- Location: Lawn School

Interim Town Administrator Mello explained the Lawn School 7<sup>th</sup>/8<sup>th</sup> Grade Dance will be held outside with live entertainment. In an effort to be transparent to the neighbors, it was recommended that the school apply for a one-day event license.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the 7<sup>th</sup>/8<sup>th</sup> Grade Dance One-Day Event/Entertainment License scheduled for May 26, 2023, 7:00 p.m. to 8:30 p.m. located at the Lawn Avenue School. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

- b) Applicant: Jamestown Arts Center (JAC)
- Event: Film Screening: Second Wind
- Date(s): June 7, 2023, 7:00 p.m.-9:00 p.m.
- Location: JAC, 18 Valley Street

A motion was made by Councilor M. White with a second by Vice President Meagher to approve the Film Screening: Second Wind One-Day Event/Entertainment License scheduled for June 7, 2023, 7:00 p.m. to 9:00 p.m. located at JAC, 18 Valley Street. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

- 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

A motion was made by Councilor M. White with a second by Vice President Meagher to approve the Film Screening: Beneath the Polar Sun One-Day Event/Entertainment License scheduled for June 14, 2023, 7:00 p.m. to 9:00 p.m. located at JAC, 18 Valley Street. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

### 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)

Requesting authorization to purchase AED and overdose prevention kits (15 units) to be installed at various Town-owned facilities throughout the community allocating up to \$41,000 in received opioid settlement funds.

- 2) Amendment to the CDBG Grant Application extension request. (Consent Agenda)

Requesting authorization to execute an amendment to the 2019 CDBG grant award allocation. The amendment requests an extension of the 2019 grant until December 31, 2023.

- 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)

Requesting authorization to apply for \$100,000 reallocation of RIDOT funds to provide completed design and installation of designated bikes lanes on East Shore Road.

- 4) Appointment of Steven Bois as the Executive Director of the Harbor Division. (Appointments)

Requesting authorization to apply for \$100,000 reallocation of RIDOT funds to provide completed design and installation of designated bikes lanes on East Shore Road.

- 5) Endorsement of the Rhode Island Municipal Education Compact. (Consent Agenda)

Requesting Town Council to consider endorsing the RI Municipal Education Compact as proposed by Governor Dan McKee (attached). If so approved by the Town Council, Governor McKee plans to visit Jamestown on ~~May 18~~ June 1 at ~~9:30~~ 11:00 a.m. for a signing event at Town Hall.

- 6) Road Paving 2023 season: local road paving grant funds available. (Consent Agenda)

Governor McKee has indicated his budget request for local road paving projects which may result in a grant award of \$384,615 to Jamestown for the FY24 state budget. This grant will require a local match of 66% (approximately \$770,000). Our current capital and FY24 proposed capital total \$682,632. Historically our capital budget for annual paving is approximately \$250-300 thousand. Assuming our FY25 budget includes that amount, the total local capital is approximately \$982,632.

Staff recommends reserving a total of \$770,000 of anticipated funds in order to maximize our grant opportunity.

This would result in approximately \$212,000 being available during the 2023 paving season and an anticipated \$1.1 million for the 2024 paving season. The 2023 paving program would prioritize the completion of the designated shared path that will run parallel to North Road beginning at the reservoir and ending at East Passage. If funding allows, DPW would focus on completing Reise Road, Penny Road and Bay Terrace neighborhood. This would complete a previous road drainage project in this area.

7) East Ferry/CMS Agreement update.

The agreement for the 2023 season between the Town and CMS as directed by the Town Council was fully executed on May 3, 2023.

8) Deputy Town Clerk Karen Montoya retirement announcement.

Mrs. Montoya notified Interim Town Administrator Mello of her intent to retire effective June 30, 2023. She has been employed by the Town for more than 25 years. She has offered to come back to train her replacement and to assist with the upcoming Special Election.

9) Detective Derek Carlino recipient of the Impaired Driving Enforcement Award from the RIDOT Office on Highway Safety. May 5, 2023, received the Impaired Driving Enforcement Award from the RI Department of Transportation Office on Highway Safety.

On May 5, 2023, Detective Derek Carlino received the Impaired Driving Enforcement Award from the RI Department of Transportation Office on Highway Safety.

10) Sgt. Karen Catlow recipient of the RIDOT Grant Manager Achievement Award. May 5, 2023, received the Grant Manager Achievement Award from the RI Department of Transportation

On May 5, 2023, Sgt. Karen Catlow received the Grant Manager Achievement Award from the RI Department of Transportation.

11) International Brotherhood of Police Officers (IBPO) Contract Agreement Review- Action Requested and Listed in Executive Session.

Discussion ensued.

Councilor Brine commended Interim Town Administrator Mello for the resourceful use and innovative thinking to maximize available funding for infrastructure projects.

Vice President Meagher extended her gratitude to Karen Montoya for her many years of public service. She noted specifically Karen's gracious, welcoming, and helpful nature; her professionalism; and her ensuring voter and election integrity; especially the upcoming Congressional District 1 Special Election.

## 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>

Discussion ensued.

The Town Council reviewed the June, July, and August meeting dates. It was agreed that one meeting will be held in July, on July 10<sup>th</sup>. August meeting dates will remain the same.

A motion was made by Councilor M. White with a second by Vice President Meagher to have one meeting in July, to take place on July 10<sup>th</sup>. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

- 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

Discussion ensued.

Councilor Brine read the amended Charge and explain his reasoning for the suggested changes.

A motion was made by Councilor M. White with a second by Vice President Meagher to approve the amended charge for the Tax Relief Ad Hoc Committee. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

- 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

Discussion ensued.

Jamestown Affordable Housing Committee member Quaker Case gave a summary of the memorandum to the Town Council. Development of Affordable Housing solutions as mandated has been slow. Several funding strategies could be adopted and/or considered, such as earmarking the Town's portion of the conveyance tax collected and/or a small targeted fee on Short-Term Rental registrations, similar to the fee imposed on Short-Term Rentals in New Shoreham

Vice President Meagher commented on the Affordable Housing Committee's laudable efforts, most notably their dedication and tireless work.

No votes or actions were taken.

**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.

A motion was made by Vice President Meagher with a second by Councilor M. White for approval of the 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. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

- 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

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

**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.

Discussion ensued.

A motion was made by Vice President Meagher with a second by Councilor R. White to appoint Steven Bois as the Harbor Division Executive Director. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

- 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

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Mark Campbell to the Harbor Management Commission, One (1) Member vacancy with an unexpired three-year term ending December 31, 2023. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

- 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

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Joseph Cannon to the Senior Services Committee. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

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

**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-REPOSSESSED	\$ 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

Communications were acknowledged.

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.

President Beye recused herself from agenda item XIV) A) and left Council chambers.

#### **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.

President Beye rejoined Executive Session and returned to Council Chambers at 8:12 p.m.



- 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**

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.

#### **XVI. ADJOURNMENT**

A motion was made by Councilor M. White with a second by Vice President Meagher to adjourn at 8:44 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

Attest:

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Roberta J. Fagan, Town Clerk

**TOWN COUNCIL SPECIAL MEETING MINUTES**  
**May 25, 2023**

**I. ROLL CALL**

A special meeting of the Jamestown Town Council was held on May 25, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, and Erik Brine. Randy White 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, Harbormaster Steven Bois and Town Clerk Roberta Fagan

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

Town Council President Beye called the special meeting of the Jamestown Town Council to order at 6:00 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the 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 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

None.

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 Brine, Aye; and Councilor M. White, Aye.

**IV. 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  
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 EXPANSION OF USE APPLICATION has been received, for the period May 25, 2023, to November 30, 2023, as advertised in the May 11<sup>th</sup> and May 18<sup>th</sup> editions of the Jamestown Press:

**CLASS B LIMITED**

Our Table LLC.  
dba: Our Table

53 Narragansett Avenue  
Jamestown, RI 02835

- 1) Zoning Board of Review decision dated February 16, 2023
- 2) Approval of the EXPANSION OF USE of the CLASS B Limited Liquor License, upon resolution of debts, taxes, State approval, and appropriate signatures for the period of May 25, 2023-November 30, 2023, Review, Discussion, and or Action and or Vote.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Expansion of Use application for Our Table LLC, dba: Our Table. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White, Aye.

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

- B) Approval of Application that has been received by the Town Council for a VICTUALING & HOLIDAY LICENSE, upon resolution of debts, taxes, State approval, and appropriate signatures for the year May 25, 2023- November 30, 2023, Review, Discussion, and/or Action and/or Vote:
  - 1) Our Table LLC, dba: Our Table

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing & Holiday License application for Our Table LLC, dba: Our Table. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White, Aye.

#### V. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
  - 1) Zoning Board of Review, One (1) Alternate Member vacancy with a one-year term ending December 31, 2023
    - a) Letter of resignation:
      - i) Judy Bell

President Beye thanked Judy Bell for her years of service to the Town as a Zoning Board of Review Alternate Member.

- B) Review, Discussion, and/or Take Action and/or Vote: **permission to advertise unexpired vacancies for the following Committee/Boards/Commissions:**
  - 1) Tree Committee, One (1) member, three-year unexpired term ending 12/31/2025
  - 2) Senior Services Ad Hoc Committee, Two (2) to Four(4) Member vacancy(s), with a term ending date unspecified
  - 3) Zoning Board of Review, One (1) alternate member, one year-term ending 12/31/2023

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the request to advertise the unexpired vacancies for the Tree Committee, Senior Services Ad Hoc Committee and the Zoning Board of Review. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White, Aye.

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

## **VI. 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) Approval of Resolution 2023-10, A Resolution In Support Of the Subrecipient Agreement By And Between Rhode Island Department Of Transportation And The Town Of Jamestown, Melrose School And Lawn Avenue Middle School, Safe Routes To School Program, Amendment I
  
- B) Permission to authorize Interim Town Administrator Mello to sign Amendment I to the Subrecipient Agreement between the State of Rhode Island Department of Transportation and the Town of Jamestown for the Melrose Elementary School and Lawn Avenue Middle School Safe Routes to School Program upon final review by Solicitor Ruggiero

## **VII. ADJOURNMENT**

A motion was made by Councilor M. White with a second by Vice President Meagher to adjourn at 6:08 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, and Aye; Councilor M. White, Aye.

Attest:

Roberta J. Fagan, Town Clerk

**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
September 27, 2022**

An advertised meeting of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 9:35 AM by Carol Nelson-Lee. The following members were present:

Hugh Murphy  
Linda Jamison

Also present was:

Karen Montoya, Clerk to the Board of Canvassers

**NEW BUSINESS**

The Board reviewed the minutes from August 23, & September 13, 2022. Mr. Murphy made a motion and Ms. Nelson-Lee seconded to accept the minutes. So voted.

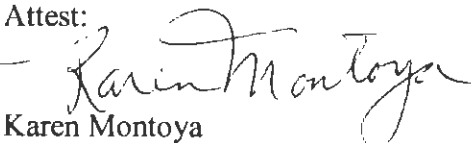
Mr. Murphy suggested a sign at the entrance of the Lawn Ave. Gym indicating that registration was to the left. Ms. Montoya acknowledged that she can provide a sign. Ms. Nelson-Lee asked Mr. Duva, the Superintendent if a generator was available if the electricity should go out. She also asked if the teachers in the future could leave the closer parking places for the voters. He agreed. Ms. Montoya commented that the price of the lunch and dinner has gone up. They will adjust the number of meals for the Election.

The Special Financial Town Meeting is to approve a bond for \$600,000 for the Library. We will proceed the same way as a regular meeting. Sue Quinn-Romano will be moderating, we have 4-5 poll pads on order, as well as 1,000 yes/no ballots and two DS-200's if we go to a paper ballot. A letter to accept the Town Staff who are not registered voters into the meeting was introduced. Ms. Nelson-Lee asked for a motion to accept the Town Staff. Mr. Murphy made a motion and Ms. Nelson-Lee seconded. So Voted.

The Board then began to canvass and correct the voting list for the Special FTM on October 18,2022. Mr. Murphy moved to accept the list as printed, Ms. Nelson-Lee seconded. So Voted.

There being no further business Mr. Murphy made a motion, Ms. Nelson-Lee seconded to adjourn the meeting at 11:20 AM. So voted.

Attest:



Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Roberta Fagan, Town Clerk

**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
October 18, 2022**

An advertised meeting of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 10:06 AM by Carol Nelson-Lee. The following members were present:

Hugh Murphy  
Kenneth Newman

Also present was:

Karen Montoya, Clerk to the Board of Canvassers

**NEW BUSINESS.**

The Board then began to canvass and correct the voting list for the General Election on November 8, 2022, and to certify and sign the Mail Ballot Applications

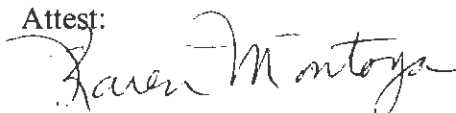
There being no further business Mr. Newman made a motion, Mr. Murphy seconded to adjourn the meeting at 12:02 PM. So voted.

Ms. Nelson-Lee realized they didn't vote on accepting the voting list for the General Election and reconvened the meeting at 12:07 PM.

Mr. Murphy made a motion to accept the voting list, Mr. Newman seconded. So Voted.

There being no further business Mr. Newman made a motion to adjourn, Mr. Murphy seconded. So Voted. The meeting adjourned at 12:08 PM.

Attest:



Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Roberta Fagan, Town Clerk

**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
November 2, 2022**

An advertised meeting of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 10:35 AM by Carol Nelson-Lee. The following member was present:

Kenneth Newman

Also present was:

Karen Montoya, Clerk to the Board of Canvassers

NEW BUSINESS.

The minutes from Sept. 27<sup>th</sup> and Oct. 18<sup>th</sup> were reviewed. Mr. Newman moved that the minutes be approved. Ms. Nelson-Lee seconded. So Voted

Ms. Montoya reported that Early Voting was increasing every day. The poll workers were doing an excellent job and she thanked the Board for their participation. She also reported that Ann Deffley was contacted about catering lunch and dinner to both polls.

The set up at the Polls for the election will be on Monday starting at 2:00 PM at the Recreation Center and then moving to the school. The whole Board was notified by email. The staff at both facilities will be on hand to help. On Election Day Ms. Nelson-Lee and Ms. Jamison will be at the Recreation Center and Ms. Wineberg and Mr. Murphy will be at Lawn Avenue School. Mr. Newman will float between the two Polls. Political signs can be displayed outside of the 50' line.

The write-in campaign for Sav Rebecchi has not been very well publicized and should not present a big total. Nevertheless, the Board will count the write-ins the next day.

The Board then started the certification and signing of Mail Ballot Applications.

There being no further business Mr. Newman made a motion to adjourn, Ms. Nelson-Lee seconded. So Voted. The meeting adjourned at 11:30 AM.

Attest:



Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Roberta Fagan, Town Clerk

**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
November 21, 2022**

An advertised meeting of the Board of Canvassers was called to order at the Jamestown Town Hall, 93 Narragansett Ave. at 10:44 AM by Carol Nelson-Lee. The following members were present:

Hugh Murphy  
Kenneth Newman  
Kitty Wineberg, Alternate

Also present was:

Karen Montoya, Clerk to the Board of Canvassers  
Roberta Fagan, Town Clerk

**NEW BUSINESS.**

Mr. Newman moved to certify the local races and question of November 8, 2022 General Election. Mr. Murphy seconded. Before the vote Ms. Nelson-Lee reviewed the hard work of the Board for both the Primary and Election including certifying all Mail Ballots, nomination papers, working the polls during Early Voting and election day and tallying the write in votes. She thanked the Board for all their cooperation and help. Mr. Newman thought the Early Voting went very well and he especially liked the new ballot marking machine. Mr. Murphy asked how many write in votes Sav Rebecchi got. Ms. Montoya reported that he received 56 votes. Since there was no more discussion a vote was taken. So Voted

There being no further business Mr. Murphy made a motion to adjourn, Mr. Newman seconded. So Voted. The meeting adjourned at 10:55 AM.

Attest:



Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Roberta Fagan, Town Clerk



**BOARD OF CANVASSERS  
JAMESTOWN, RHODE ISLAND  
January 12, 2023**

An advertised meeting of the Board of Canvassers was called to order at 3:35 PM by Carol Nelson-Lee at 93 Narragansett Ave. The following member was present.

Hugh Murphy

Absent: Ken Newman, Member; Kitty Wineberg, Alternate; Linda Jamison, Alternate

Also present was: Karen Montoya, Clerk to the Board of Canvassers

NEW BUSINESS

Mr. Murphy made a motion to accept the minutes Sept. 27, Oct. 18, and Nov. 21, 2022. Ms. Nelson-Lee seconded. So Voted.

Two terms of the Board are ending. Hugh Murphy, Republican Member and Linda Jamison, Republican Alternate. A motion was made by Mr. Murphy to put the Republican Alternate Vacancy on the Town Council Agenda. Ms. Nelson-Lee seconded. So voted.

A motion was made by Mr. Murphy to put the Republican Member on the Town Council Agenda. Ms. Nelson-Lee seconded. So voted.

Mr. Murphy and Ms. Jamison both expressed a desire to remain on the Board.

Mr. Murphy moved to adjourn and Ms. Nelson-Lee seconded at 3:41 PM. So Voted

Attest:



Karen Montoya  
Clerk to the Board of Canvassers

Cc: Town Council Members (5)  
Board of Canvassers (5)  
Roberta Fagan, Town Clerk

**TOWN OF JAMESTOWN  
HARBOR COMMISSION**

Minutes of the April 12, 2023 meeting of the Jamestown Harbor Commission.

Approved: 5/10/23

A meeting of the Jamestown Harbor Commission (JHC) was held on Wednesday, April 12, 2023 at 5:00 p.m. in the Town Council Chambers of the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island.

**I. Call to Order and Roll Call**

Chairman Wayne Banks called the meeting to order at 5:00 p.m.

Present:

Wayne Banks, Chairman  
Michael Junge, Vice-Chairman  
Dan Wurzbacher, Commissioner  
Eric Lexow, Commissioner

Absent:

Jessica McCarthy, Commissioner  
Sue Romano, Commissioner

Also in Attendance:

Edward Mello, Executive Director  
Steven Bois, Harbormaster  
Joan Rich, Harbor Clerk  
Randall White, Town Council Liaison  
Bob Laman, Conservation Commission Liaison  
Benjamin Goetsch, CRMC Aquaculture Coordinator

**II. Public Comment on Preliminary Determination Applications for seasonal kelp farms off Dutch Island, led by Benjamin Goetsch of CRMC**

Benjamin Goetsch began his presentation by stating the public comment on a preliminary determination of any aquaculture permit is a prerequisite before the issuance of permits. These meetings allow applicants to present their proposal, are informational, and the public can ask questions of the applicants. The two applications under consideration today are for the harvesting of sugar kelp, which is an emerging industry in Rhode Island. There are currently only two other kelp farms in Rhode Island that are dedicated solely to the production of kelp, one in the Great Salt Pond in Block Island and one in the Harbor of Refuge in Narragansett. The

kelp farms are seasonal, running from November 1 to May 1, and the standard lease term from CRMC is 15 years, with 10 year renewals.

The two applicants, Spencer Bode and Gage Whilden, gave a short presentation of their proposal to each lease one area of approximately nine acres in the vicinity of Dutch Island. Mr. Bode's proposed area is east of Dutch Island and Mr. Whilden's proposed area is northeast of Dutch Island. The equipment to be used to grow the sugar kelp are two, 1,500 feet, grow lines that will sit six feet below the surface of the water. The lines will be anchored with a system of floats and mushroom mooring anchors, with a polyball float and radar reflector at each end of the grow lines. According to Mr. Bode, sugar kelp can only grow in water temperatures below 55 degrees, so the kelp would be harvested and all equipment removed prior to May 1, and would not interfere with the recreational boating season.

There were several questions from the public in attendance regarding the hours boats would be operating to service the kelp farms, how the lines and equipment would be placed within the proposed lease spaces and what the equipment would look like, impact of the farms on other species, specifically mussel beds surrounding Dutch Island, the viability of sugar kelp farming, business plans of the applicants, and questions regarding the lease terms and what happens to the leases if the sites are abandoned. A representative of New England Backcountry Hunters and Anglers distributed a handout to Harbor Commission members prior to the presentation outlining their objections to the proposed leases. Much discussion ensued.

**III. Approval of Meeting Minutes – Review, discussion, and/or potential action and/or vote**

**A. Wednesday, March 8, 2023**

Chairman Banks noted that on Page 4, Paragraph 3 of the minutes of March 8, 2023, a speaker was listed as Ted "Wallace" and his last name is "Walls", and the misspelling was repeated again in the paragraph. Chairman Banks moved to accept the minutes with those corrections and Commissioner Wurzbacher seconded. So voted: 4 ayes, 0 nay.

**VI. Open Forum**

**A. Scheduled Requests to Address**

There were no scheduled requests to address.

**B. Non-Scheduled Requests to Address**

There were no non-scheduled requests to address.

**V. Executive Director's Report – E. Mello**

Executive Director Mello stated that the Executive Director position has been advertised and applications have been coming in. The application period closes April 17, and Chairman Banks and Mark Campbell, the former harbormaster, will assist in reviewing the candidates. Mr. Mello hopes to schedule the review process early next week.

## **VI. Harbormaster's Report – S. Bois**

Harbormaster Bois stated that the docks at East and West Ferry are being repaired and those repairs are almost complete, then they will go in the water. He will be removing the shrink wrap from the boats the end of this week, painting the hulls, and having the electronics evaluated for functionality. He has hired two Assistant Harbormasters, Matt Swistak and Larry Goss, and has met with them to go over their duties and responsibilities.

Harbormaster Bois also proposed a schedule for updating the Comprehensive Harbor Management Plan and the Harbor Management Ordinance. Both plans must be updated every five years and expired in February, and he has requested a one year extension from CRMC, which has been verbally granted. Some discussion ensued.

## **VII. Year-to-Date Financial Report – Review, discussion, and/or potential action and/or vote**

Executive Director Mello stated that the 3<sup>rd</sup> quarter financial report was included in the meeting packet. There was some discussion.

## **VIII. Sub-Committee Reports**

### **A. Budget – E. Lexow – Review, discussion, and/or potential action and/or vote**

Commissioner Lexow had nothing to report.

### **B. Facilities – D. Wurzbacher & W. Banks – Review, discussion, and/or potential action and/or vote**

Chairman Banks and Commissioner Wurzbacher had nothing to report.

### **C. Mooring Implementation – W. Banks – Review, discussion, and/or potential action and/or vote**

Chairman Banks had nothing to Report

### **D. Gould Island Restoration – W. Banks – Review, discussion, and/or potential action and/or vote**

Chairman Banks turned discussion over to Harbormaster Bois, who stated that he is meeting with Save the Bay next week and is going to get in touch with the Executive Director of the Rose Island Lighthouse and the DEM Manager on Prudence Island to set up site visits.

Vice-Chairman Junge suggested that the Commissioners review the sub-committee assignments as there are new members and a vacancy on the Harbor Commission.

**IX. Liaison Reports**

**A. Conservation Commission – B. Laman – Review, discussion, and/or potential action and/or vote**

Commissioner Laman stated that the Conservation Commission is in favor of the kelp farm proposals presented earlier.

**B. Town Council – R. White – Review, discussion, and/or potential action and/or vote**

Councilor White had nothing to report.

**X. Old Business**

**A. Mooring/Permit Fees of Narragansett Bay Communities – Review, discussion, and/or potential action and/or vote**

Chairman Banks stated that after looking at the rates, Jamestown's are not that much lower than other communities with the exception of Allen Harbor in North Kingstown, but that he could see that the rates could be increased, given the capital planning and new personnel that are being hired. There was some discussion.

Chairman Banks stated he had expected to see Ft. Getty Pier/piling survey on the agenda for this meeting, along with how to restore/recover some of the lost touch and go space at East Ferry. Executive Director Mello stated that he will have the Ft. Getty survey ready for the May meeting for a determination if the Harbor Commission wants to continue to pursue funding of that project. Both items will be on the agenda for the May meeting.

**XI. Correspondence**

**A. DEM Pumpout Grant Awards – Review, discussion, and/or potential action and/or vote**

Chairman Banks moved to accept the correspondence and Vice Chairman Junge seconded. So voted: 4 aye, 0 nay.

**XII. New Business**

There was no new business.

**XIII. Open Forum – Continued (If necessary) – Review, discussion, and/or potential action and/or vote**

Vice-Chairman Junge asked the harbormaster about the current pumpouts and the commissioning of them so there is not the same problem that occurred last year.

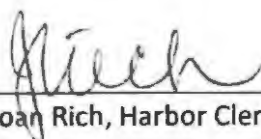
Joseph Pinheiro of Beacon Avenue offered to assist the Harbor Commission with the Comprehensive Harbor Management Plan as far as commercial fishing/aquaculture is concerned.

Bob Packer of Pennsylvania Avenue questioned when the Harbormaster and his assistants will be on the water so he knows when he can call for assistance, if necessary. He also had some observations that he has made at East Ferry regarding cleanliness of the docks and fishermen cleaning their fish on the docks; the fact that the 30 minute limit at the touch and go docks doesn't give transient boaters much time to go into town and shop or get something to eat; and suggested the installation of signs at the touch and go docks directing people to the public bathrooms, a dumpster for trash, and the fact there is no water available at the end of the dock. Some discussion ensued.

#### **XIV. Adjournment**

There being no further business, Chairman Banks moved to adjourn and Vice-Chairman Junge seconded. So voted: 4 aye, 0 nay.

Attest,

  
\_\_\_\_\_  
Joan Rich, Harbor Clerk

**JAMESTOWN HOUSING AUTHORITY**  
**Board of Commissioners**  
**Wednesday, April 19, 2023, Meeting Minutes**

The Commissioners of the Jamestown Housing Authority met in regular session at 9:00 a.m. on April 19, 2023. The members were able to declare a quorum.

CALL TO ORDER 9:01 a.m.; ROLL CALL by Executive Director Nikki Vazquez  
Chairwoman: Lisa Rafferty – Present  
Vice-Chair: Joe Cannon – Present  
Commissioner: Susan Romano - Present  
Commissioner: Bob Plain – Present  
Commissioner: Gerald Precious- Present

Also in Attendance: Nikki Vazquez- Executive Director, Louise Marcus Esq, Bethany Hashway

Public Present: Jo-Ann Koehler, Joannie Shaffer, Jim Anderson

**Approval of Minutes**

A motion was made by Vice Chair Cannon to approve the minutes of the regular monthly meeting held on March 8, 2023. This motion was seconded by Commissioner Romano and unanimously passed.

**Communications**

**Boston College Alumni Global Day of Service, May 18**

A motion was made by Commissioner Romano to approve the communications. This motion was seconded by Commissioner Precious and unanimously passed.

**CDBG Bathroom Renovation**

**Verdantas Contract Award Recommendation**

A motion was made by Commissioner Romano to approve the Contract Award Recommendation from Verdantas for Red Oak Remodeling, Inc. to be awarded bathroom bid and to send to the Jamestown Town Council for approval. This motion was seconded by Vice Chair Cannon and passed 4-1, Commissioner Plain recused himself from the discussion and vote.

**Executive Director's Report**

A motion was made by Commissioner Romano to approve the Executive Director's Report. This motion was seconded by Vice Chair Cannon and unanimously passed.

**Action Item**

- a. Bills March 2023 Bills - A motion was made by Commissioner Precious to approve the March 2023 Bills. The motion was seconded by Commissioner Plain and unanimously carried.

**Commissioner Reports and Requests**

Commissioner Romano asked how the 401 Gives fundraiser went for Friends of Jamestown Housing. ED Vazquez mentioned that there was difficulty getting FOJHA registered but the non-profit is now listed and set for next year. FOJHA is working on a Christmas in July Fundraiser, details forthcoming.

**PUBLIC COMMENT:**

No public comment

Motion to adjourn the meeting was made by Commissioner Romano, this motion was seconded by Commissioner Precious and unanimously carried. Meeting adjourned at 10:05am.



## **PLANNING COMMISSION MINUTES**

**May 3, 2023**

**7:00 PM**

**Jamestown Town Hall**

**93 Narragansett Ave.**

### **I. Call to Order and Roll Call**

The meeting was called to order at 7:02pm and the following members were present:

Michael Swistak – Chair

Duncan Pendlebury – Vice Chair

Mick Cochran

Rosemary Enright - Secretary

Diane Harrison

Bernie Pfeiffer

Dana Prestigiacomio

Also present:

Lisa Bryer, AICP – Town Planner

Carrie Kolb – Planning Assistant

Wyatt Brochu, Esq. – Ruggiero, Brochu & Petrarca

Jeff Davis, Horsley Witten

### **II. Citizen's Non-Agenda Item - none**

### **III. Correspondence**

1. Memos to Zoning Board for High Groundwater Table and Impervious Overlay District Sub-district A

A. Mizzen Mast Properties, LLC: AP 15, Lot 243; 32 Mizzen Avenue, Jamestown, RI

B. Gwendolyn Lupinek and Franklin Chew, AP 1, Lot 332. 6 Middle Street. Jamestown, RI

Correspondence recognized as received.

### **IV. New Business**

1. No items at this time

### **V. Old Business**

1. Zoning Ordinance Update review, discussion and/or action and/or vote

- a. Discussion of possible amendments based on comments and discussion from March 15 and April 19 workshops. Review, discussion and/or action and/or vote

Bryer provided a memorandum to the Planning Commission for issues raised that need further discussion. She described the memo as a running tally of what has been discussed and one or two items that were not discussed, but brought to her attention.

Davis said that after the meeting he will update all the necessary documents with changes made and the Planning Commission will be given a clean version of the Zoning Ordinance.

Bryer said that the final Zoning Ordinance, once approved by Planning Commission, will go to the Town Council with a memorandum.

Review and discussion of the memo:

1. Jamestown Center Design Guidelines: Should the design guidelines have strong language for Planning Commission to use? Should the design guidelines apply to all development or just new development?

Davis said that the same language in design guidelines should apply to multi-family dwellings.

Discussion ensued for all development. A question was raised if there can be a request for hardship if the design guidelines could not be met in an "all development" situation. Davis said that he has both language and reasons why the planning commission could grant an exception, which he will share with Bryer. Bryer said if all development requires design guidelines, then monthly scheduled Technical Review Committees would need to be held with rotating Planning Commission members attending. Solicitor Brochu cautioned on potential overreach and said there were arguments over windows and shingles in the past. He said that in Zoning you want to be clear if something is required and recommendations should be clear as well.

Pendlebury noted that the character of Jamestown is the reason for our design guidelines. The character of Jamestown is always discussed, but there needs to be clear standards that can be applied across the board and a system of exceptions that the Planning Commission can rely on for guidance. Bryer asked the commissioners to review article 1106 C.3 for development on undersized lots as an example of general guidance that relies on the design guidelines but has flexibility. This can be discussed further at another meeting. Davis and Bryer will get together to discuss recommendations.

2. Glossary of Acronyms: Horsley Witten group will prepare the glossary
3. Solar in the front yards: Accessory Structures are not prohibited in front yards, but may be permitted in front yards through a special use permit only on waterfront, through lots, and corner lots.
4. Underground storage tanks (UST) in front yards: The question of "why" was raised. A reason previously discussed was they are often mounded. There are properties that have

UST, are they grandfathered in? Yes, existing UST would be grandfathered in.

Commissioner Cochran brought up the fact that UST are difficult to find in an emergency situation when in a side yard or back yard. Davis thought that Commissioner Pendlebury made the initial request. Commissioner Pendlebury said that his intent is for no above ground tanks in the front yard. The language will be changed to no above ground tanks in the front yard.

5. Fish ponds: add to Sec. 82-703 Swimming Pools and Tennis Courts that fencing is required for swimming pools as well as "any other in-ground man-made water feature more than two feet deep with an impervious bottom."
6. Residential Storage Containers: It is not permissible for the Town to regulate content of what is painted on the side of a storage container. What can be regulated is the location, size and duration of such containers. Davis said that issues get raised when a neighbor calls to complain.
7. Contractor Signs: They have the same standards as realtor signs. They may not exceed 8 square feet and must be removed within 7 days of the completion of the project (or sale/lease of the property).
8. Flashing Signs and LED Signs: Are included in the definition of animated signs, which are prohibited, with the exception of clocks or barber polls.
9. Neon Signs: Allowed in commercial use and up to 3 neon signs are allowed in addition to a regular signage. A question was raised, when does paint/murals become a sign? Davis answered that there is no definitive answer. If it advertises a business it should comply with the size requirements.
10. Bed and Breakfast Parking: one parking space per unit is required and that includes the owner's unit.
11. Outbuildings: Outbuildings has been deleted because it is not defined and only referred to in the Accessory Dwelling Unit definition.
12. Wind Energy Facilities Applicability: This matter had not been discussed previously. Questions to consider: Should wind energy apply to all detached residential scale exceeding 50 feet, utility-scale and on-site wind energy systems? The example of a windmill that is attached to a building or under 50 feet would not apply. Should the ordinance apply to all facilities? Should stand alone/primary uses apply?

Discussion ensued regarding noise of wind turbines. There was a wind turbine on top of a building that was noisy and there was discussion about it in town in the past. There is nothing that keeps someone from making their own wind turbine and that could be very noisy. Solicitor Brochu said that marine unit generators that are put on houses are very noisy.

Discussion of use and standards ensued. Wind turbines should not be allowed in a front yard. Solicitor Brochu said if wind turbines are allowed as a primary use, then a commercial use is allowed in a residential zone. Solar and Wind should be for accessory use not commercial/more than is used on site. Davis said that he will write section for accessory use and apply the same standards as solar. Commercial solar and wind facilities will be removed from residential districts, OS districts and commercial districts.

13. Table 15-2 on Conservation Development: The cross references for the table were corrected. Bryer questioned the note in #1: "The Planning Commission may authorize modifications to the lot width as provided in Sec 92-602.4 of this Ordinance." Solicitor Brochu will review and report at the next meeting.
14. Is a flag a sign? The number of flags and the size of flags can be regulated. Davis advised the Planning Commission not to include flags in the sign section. Solicitor Brochu said that the topic area could be addressed in the Code of Ordinances, this way it would not be included in Zoning. It was decided to leave flags out of the sign ordinance.
15. Can sandwich boards be in the public right of way? Bryer said that the Town does allow sandwich boards in the right of way by permit.
16. Storage of fishery equipment: This item will be kept as drafted.
17. Need to ensure design guidelines are applied to multi-family structures. The same language used for development within the Village District should be applied to multi-family structures to be consistent. This item can be removed as it is a duplicate.
18. Stormwater Requirements: The Operations and Maintenance (O&M) Plans shall be recorded with the final approval from Zoning. Solicitor Brochu said that the Planning Commission Memo and O&M plans being recorded is key. The issue of raising the 10 year storm requirement in the High Groundwater Table Ordinance was discussed. Bryer said that a majority of the lots are undersized in the overlay district and they can meet the requirements for a 10-year storm, but generally not a 25-year storm. The question was raised if all new build or significant alternations should be required to have stormwater mitigation plans. This will be discussed further at another meeting.
19. Concern for farms and forested area being turned into solar and specifically ground mounted solar: Keep solar as an accessory use, unless it is on public land.
20. Should cisterns be regulated like underground storage tanks? The recommendation is no.
21. Compact Cottage Development: Look at the permissible districts allowed in: RR20, RR 8 CD and CL. Not allowed in RR 200, RR 80 and RR 40. Solicitor Brochu advised against allowing in sections where you do not want it, saying if you allow by right, then assume it will go there. Davis said there are open space and parking requirements. Bryer said that a

compact cottage development would go through planning as a major development.  
Comment that the town should not make it too hard for permitting.

Discussion over resources ensued. Davis said that language can be added that does not allow a compact cottage development on well water and OWTS but it makes more sense to remove it from RR-200 and RR-80 districts and allow it in the CD district.

Discussion ensued over Short-Term Rentals. Language would need to be added to the Short-Term Rental Ordinance that compact cottage developments cannot be used as short-term rentals. This should be in the short-term rental ordinance not in Zoning.

22. Amend Table 6-1 to read: "Park and recreation use, including skateboard or ice rinks and playgrounds together with buildings, ancillary to the park use, such as bathrooms, educational space and storage."

- b. Recommendation to the Town Council to hold a public hearing and for approval of the Zoning Amendments - Review, discussion and/or action and/or vote

Bryer said that the Planning Commission will look at the Zoning Ordinance Updates one more time in late June or July.

## VI. Reports

1. Planner's Report
  - A. Future meetings – topics and applications

Bryer said the June 7, 2023 meeting will be cancelled. Meetings will be held on May 17, June 21 and July 5.

There will be 2023 CDBG hearings scheduled in June, and Bryer will let the commission know when they are scheduled. The Planning Commission will review the projects and the consistency with the Comp Plan.

Bryer told to the commission that there is an application for cell tower at 90 Carr Lane to use a portion of the land. There will be TRC on May 10<sup>th</sup>. The application needs a Special Use Permit for being in an RR 200, per article 8 in watershed district and the applicant has submitted a whole stormwater plan. The Planning Commission will make a recommendation to Zoning Board.

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

1. April 19, 2023

A motion was moved by Commissioner Enright and seconded by Commissioner Cochran to approve the minutes from the April 19, 2023 meeting as amended. All in favor.

Page 10: #5: change to "forested areas" and "solar developments":

Page 10: #5: "Brochu said ~~that we can have commercial solar in residential area,~~ and if it is allowed by right then it can go there."

Planning Commission Minutes

May 3, 2023

Page 6 of 6

Page 11: #1: change "need" to "needs" in "There needs to be enough land..."

Page 11: Davis paragraph: He asked the commissioners to gather all their thoughts. ~~Jeff a good agenda item "do you feel differently"~~ and have another round of options...:

**VIII. Adjournment**

A motion to adjourn at 8:58pm was moved by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

**Jamestown Tree Preservation and Protection Committee**  
**Jamestown Town Hall**  
**Wednesday, February 15, 2023**  
**Meeting Minutes**

**Call to Order:** The meeting was called to order at 6:35 pm.

**Roll Call:** Present - Jim Simmons, Richard Kingsley, Darcy Magratten, Michele Foster, Donna Repko, Beth Herman, Steve Saracino (phone), Barbara Lundy. Absent: Steve Heath.  
Observer: John Murphy  
Citizen attendees: BJ Whitehouse, Joe Rosati, Judy Rosati

**Reading and Approval of Minutes:** Darcy made a motion to approve the January 25th minutes, seconded by Jim. The minutes were approved unanimously.

**Communications:**

See below.

**Tree Warden Correspondence and Report:**

Please see February 15th Tree Warden Report, attached.

On December 30, 2022 the Town received a tree removal request from John Russo of 168 Seaside Drive concerning a tree located at 173 Seaside Drive. After an inspection, Steve S. recommended its removal due to the existence of open cavities, weak junctions and rot and decay. Joe and Judy Rosati, who live adjacent to the tree in question, attended the committee meeting to object to this recommendation, stating that the tree appeared otherwise healthy, had stood at this location for over 40 years and had withstood numerous storms in its present condition. They further noted that the tree, although on Town property, was located on an unused and unmarked right of way, and presented no threat to either the nearby town road or to Mr. Russo's property. In fact, should it fall it would land on the Rosati's property. Mr. BJ Whitehouse supported this opinion. It was also noted that the tree blocks Mr. Russo's view of the water. Beth made a motion, seconded by Darcy, that the Rosatis obtain a second opinion concerning the tree health from a licensed arborist, with the discussion to be continued at the next meeting. The Rosatis agreed and the motion was passed unanimously. The Rosatis and Mr. Whitehouse then left the meeting. It was agreed that the members of the committee would inspect the site prior to the next meeting.

Other approved tree requests included removal of dead trees at 1 Ferry Street and invasive vines and scrub at 13 Nautilus Street.

Requests pending further assessment included removal of a tree in front of the Jamestown Historical Society and trees adjacent to the golf course at 86 Mount Hope Avenue. Steve S. will follow up.

Jim and Darcy noted the trimming work done by the state along the North Road near the Dutra Farm. The work appeared to be more extensive than usual and left an unkempt appearance on a number of trees and shrubs. Steve S. will follow up.

**Unfinished Business:**

Bike path: Barbara L. noted that the new wall recently constructed adjacent to the bike path section under construction next to the reservoir on the North Road has indentations which might possibly be for trees. It was suggested that we contact Rolling Agenda for more information. Darcy offered to contact Samira and Jim will check with Mike Gray. Mike Gray recently told Steve S. that he has a preliminary plan for tree planting along the bike path, which he will present to the committee. Richard asked if nursery trees could be utilized, to which Steve S. responded affirmatively.

Town Tree Inventory: Richard reported making progress entering the data from the paper forms into the iPad. He expects to complete this by the next meeting. He will next work on importing the pictures.

Tree Nursery: Further discussion was held concerning applying for a RIDEM UCF grant to upgrade and maintain the nursery. Jim and Steve S. plan to meet on Saturday to work on it. Beth offered to assist in the writing.

Website: Darcy reported that the updated tree nursery inventory data was nearly completely entered. She also made an adjustment to direct users to the site more efficiently.

Budget: Beth made a motion to approve an annual budget of up to \$5,000 in general tree committee expenses, seconded by Donna. The motion was approved unanimously. Jim is scheduling a meeting with Mike Gray to give him an overview of our planned activities.

Earth Day: Darcy and Donna met to continue work on planning for the Earth Day event on April 22. It is currently scheduled from 10 am to 2 pm. Darcy and Beth asked if the time could be extended given the amount of activities planned. Barbara will check. Donna proposed the purchase of brochures from the Arbor Day Foundation entitled "What Tree is That?" for sale at the event. Beth suggested "Native Trees of the Northeast" published by the Wild Seed Project as more relevant to our region. She will follow up. Other suggestions for the event included a demonstration tree planting bucket; handouts including the town tree planting guide, tree ordinance, and beech leaf disease information; and an "Ask the Arborist" table. A tree walk was also suggested.



Arbor Day: Steve S. met with Mike Gray to identify a proposed location for the Arbor Day tree in the town playground. An area near the canopy was selected. Beth moved to approve this location, seconded by Jim. It was approved unanimously. A tree has not yet been selected.

Lectures and activities: The lecture about Beech Tree threats will be given by Clem DesJardins at the Senior Center on February 23rd at 6:30. Richard complimented Darcy for her excellent ads in the Jamestown Press. Darcy and Jim have been following up with Clem concerning set up. Richard and Jim will arrive at 6:00 to help set up. Beth will provide a sign up sheet.

Committee Membership: Jim will follow up with Steve H. regarding his interest in continuing on the committee. Jim will also follow up with Dorothy Raynes to get her contact information so that she can be invited to future meetings. Beth will try to locate contact information for Job Toll and Gary Post, who had previously applied for membership, to also invite them.

**New Business:** None

**Liaison and Other Reports.** None

**Open Forum.** None

**Future Agenda Topics; Items of Interest.**

Future possible committee activities:

- Darcy will follow up with Joe Verstandig to schedule another tree walk.
- A lecture on pesticides was proposed.
- Barbara proposed a tour of Blithewold.
- Beth proposed a field trip to the old growth forest in Portsmouth.

**Adjourn:** There being no further business, Jim moved to adjourn, seconded by Darcy. The meeting was adjourned at 8:20 pm.

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

Respectfully submitted,  
Beth Herman, Secretary

**Jamestown Tree Preservation and Protection Committee**  
**Jamestown Town Hall**  
**Wednesday, March 15, 2023**  
**Meeting Minutes**

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

**Roll Call:** Present - Jim Simmons, Richard Kingsley, Darcy Magratten, Donna Repko, Beth Herman, Steve Saracino, Barbara Lundy. Absent: Michele Foster, Steve Heath.  
Citizen attendees - BJ Whitehouse, Joe Rosati, John Russo, Alan Sexton

**Reading and Approval of Minutes:** Jim made a motion to approve the February 15th minutes, seconded by Darcy. The minutes were approved unanimously.

**Communications:**

See below.

**Tree Warden Correspondence and Report:**

Please see March 15th Tree Warden Report, attached.

Jamestown Historical Society - A meeting is scheduled for Saturday to review its tree removal request.

**Unfinished Business:**

173 Seaside Drive - Discussion continued re appeal of tree warden recommendation for removal of tree in right of way. Joe Rosati distributed a report from Herb Kaiser of SavATree which proposed actions to stabilize the tree. Mr. Whitehouse noted that he was familiar with Kaiser's work and found it very satisfactory. Mr. Russo reiterated his safety concerns and asked to have his own evaluation of the tree completed by an arborist. Darcy asked if anyone had contacted the Friends of the Jamestown Rights of Way. The Friends of JRW had completed work on two nearby rights of way. Jim noted that the town needs to contact CRMC prior to any work being completed in that location, including removing and/or planting a tree in the right of way.

Mr. Rosati, Mr. Whitehouse, Mr. Russo and Mr. Sexton left the meeting.

Steve S. noted that the DPW will follow the recommendations of the Tree Committee (unless further appeal is made). If the decision is made to remove the tree, we have been told by the town that it will be replaced.

Bike path: It was confirmed that the indentations in the new stone wall are intended for benches and trees. A master plan would be helpful to determine how we can best assist in the landscaping. Darcy offered to contact Samira at Rolling Agenda for more information.

Town Tree Inventory: Data entry continues.

Tree Nursery Grant: Jim and Steve S. continue to work on the new grant proposal. A sub surface irrigation system has been identified for grant submission. Prices range from \$2,500-\$2,500 installed. Should funds be added for installation?

Website: Darcy continues to populate the site with pictures.

Earth Day: Preparations continue. Donna again explained that if anything is sold by an outside organization a permit is required. She will purchase 20 copies of the "Native Trees for Northeast Landscapes" booklet from the Wild Seed Project organization. Town hall asked that we request an \$18 donation for each book; the town does not sell any products. She also ordered ten bare root trees and 50 Red Maple seedlings from the Arbor Day Foundation. Jim will have his students plant the seedlings temporarily. If available, Steve S. will lead a tree tour in the afternoon. He will know his schedule next Friday. Forms for requesting trees will be available at the approved increased price of \$100.

Arbor Day: A site has been selected in the playground. A new tree will likely be purchased.

Lectures and activities: A reprise of the very successful downtown tree walk will be scheduled with Joe Verstandig for May 6th. Garry Plunkett, plant ecologist, has agreed to conduct a walking tour of the Oakland old growth forest in Portsmouth. The walk will be scheduled for a Saturday morning on a date TBD in June-August. Donna will follow up concerning a potential field trip to Blithewold. Darcy noted that the recreation center might be able to provide a bus for field trips.

Committee Membership: Jim noted that Steve H. has officially resigned from the Tree Committee. He expressed gratitude to the Committee for its work. It was noted that Dorothy Raynes was not interested in joining at this time, and that Job Toll and Gary Post had been appointed to other committees. No other new candidates were proposed.

**New Business:** None

**Liaison and Other Reports.** Barbara reported on recent Conservation Commission activities. She noted that two seaweed farm applications have been received. Earth Day preparations continue.

**Open Forum.** None

**Future Agenda Topics; Items of Interest.** None.

**Adjourn:** There being no further business, Jim moved to adjourn, seconded by Darcy. The meeting was adjourned at 8:18 pm.

**Next Meeting:** The next Tree Committee meeting is scheduled for 6:30 pm on Wednesday, April 19th 2023, in the Jamestown Town Hall small meeting room.

Respectfully submitted,  
Beth Herman, Secretary

**Jamestown Tree Preservation and Protection Committee**  
**Jamestown Town Hall**  
**Wednesday, April 19, 2023**  
**Meeting Minutes**

**Call to Order:** The meeting was called to order at 6:35 pm.

**Roll Call:** Present - Jim Simmons, Richard Kingsley, Darcy Magratten, Donna Repko (by phone), Beth Herman, Steve Saracino, Michele Forster. Absent: Barbara Lundy  
Citizen attendees - BJ Whitehouse, Joe and Judy Rosati, John Russo

**Reading and Approval of Minutes:** Darcy made a motion to approve the March 15th minutes, seconded by Michele. The minutes were approved unanimously.

**Communications:** None

**Tree Warden Correspondence and Report:**  
Please see April 19th Tree Warden Report, attached.

The Historical Society accepted the Tree Warden decision to retain the tree in front of the Historical Society.

56 Green -A question was raised as to why we only charge residents \$100 per tree for trees purchased by the town but not from the tree nursery, even though they cost the town much more. Steve will clarify with homeowners that the \$100 fee only applies to trees coming from our tree nursery.

**Unfinished Business:**

173 Seaside Drive - Mr. Russo commented again that the issue was all about safety. Richard made a motion to recommend removal of the tree and replacement, seconded by Beth. Darcy offered an amendment to include planting of a row of trees along the right of way ("ROW"). Beth seconded. Mr. Russo said that the process was a "sham" and "being done for spite." He then left the meeting.

Jim noted that he was under the impression that this ROW was in line to be done next. The town is currently working with CRMC. Mr. Whitehouse noted that any new trees planted would be low and would not obscure the view. Richard asked Steve if there were low growing trees that would work. Michele noted that she has worked with CRMC since her property is on the waterfront. She noted that they might not approve another tree if the current one were removed. This could lead to serious erosion. She suggested that a remedial step be taken now pending a CRMC review and decision. Beth noted that Mr.

Russo had previously stated that the subject tree was not blocking his view. Mr. Whitehouse noted that the town manager must contact CRMC for a permit to appoint himself and Mr. Rosati as managers. He noted that 13 small sumac trees had been removed illegally from the ROW over the past two years. Michele asked if CRMC was working on this question. Mr. Whitehouse responded that they had not met for some time. Darcy enquired who would keep an eye on the property. Mr. Whitehouse responded that he and Mr. Rosati would watch it.

Richard withdrew his motion. Michele made a new motion that based on professional advice from arborists, with one requesting removal and one proposing remedial stabilization, that the Tree Committee should request that Mr. Rosati have SaveATree (Kaiser) perform the suggested remedial work. Simultaneously, the Tree Committee should contact the Friends of Jamestown ROWs + Roads to let them know that there is a tree in question in one of the ROWs. The TC should also contact the Town, requesting that the Town apply to CRMC for review. If CRMC then decides that the tree should be removed, the Tree Committee recommends that it be replaced with a similar tree. The motion was seconded by Richard and passed unanimously.

Steve S. noted that based upon this decision the Town would no longer be responsible. Michele asked if Kaiser would become responsible. This issue remained unclear.

Bike path: No word yet from Samira. Jim will follow up with Mike Gray. Mike suggested we speak with Lois Migneault, who lives across the street from the reservoir and is well informed about the conditions there. Darcy will follow up.

Town Tree Inventory: Richard will start inventorying again shortly now that the trees are leafing out. Beth will bring the safety vests for him on Earth Day. She will also reaffirm with DEM that gift cards are acceptable.

Tree Nursery: Jim hopes to start maintenance work soon. This is a very busy time.

Website: the website is up to date. Steve S. will help out with information on the last few trees.

Earth Day: Michele asked if there would be laptops. Darcy responded that there would be two - one with our website and one with Arbor Day info. Richard noted that the publicity looked great. Jim and Richard agreed to bring tables.

Arbor Day: Steve S. noted that a beautiful tree had been selected and the planting is scheduled. Jim needs to send out an invitation to the local elected officials.

Lectures and activities: Steve S. may conduct a tree tour on Earth Day. Another tour is

scheduled for May 6th. Michele asked if committee members were interested in a lecture about tree propagation. Darcy noted that the Newport Tree Conservancy propagates trees through cloning.

Michele recommended the book The Brothers Gardeners by Andrea Wulf. She noted that surprisingly they got a lot of their trees from America.

Beth will follow up with the Rec Center concerning using their bus for a field trip.

**New Business:** None

**Liaison and Other Reports.** None

**Open Forum.** None

**Future Agenda Topics; Items of Interest.** None.

**Adjourn:** There being no further business, Michele moved to adjourn, seconded by Darcy. The meeting was adjourned at 8:12 pm.

**Next Meeting:** The next Tree Committee meeting is scheduled for 6:30 pm on Wednesday, May 17th, 2023, in the Jamestown Town Hall small meeting room.

Respectfully submitted,  
Beth Herman, Secretary

## JAMESTOWN ZONING BOARD OF REVIEW

### Minutes of the April 25, 2023 Meeting

A regular meeting of the Jamestown Zoning Board of Review was held at the Jamestown Town Hall, 93 Narragansett Avenue. The Chairman called the meeting to order at 7:00 p.m. The clerk called the roll and noted the following members present:

Richard Boren, Chair  
Dean Wagner, Vice-Chair  
Terence Livingston, Member  
James King, Member  
Jane Bentley, Member  
Judith Bell, 1<sup>st</sup> Alternate  
James Sisson, 3<sup>rd</sup> Alternate

Also present:

Wyatt Brochu, Counsel  
Peter Medeiros, Zoning Officer  
Brenda Hanna, Stenographer  
Pat Westall, Clerk

### MINUTES

#### Minutes of March 28, 2023

A motion was made by Jane Bentley and seconded by James King to accept the minutes of the March 28, 2023 meeting as presented.

The motion carried by a vote of 5 – 0.

Richard Boren, Dean Wagner, Terence Livingston, James King, and Jane Bentley voted in favor of the motion.

Judith Bell and James Sisson were not seated and John Shekarchi was absent.

### CORRESPONDENCE

All correspondence was in reference to items on the agenda.



NEW BUSINESS

Sanborn

After testimony was completed the request of Mary Lou Sanborn was continued to the May 23, 2023 meeting for a reading of a written decision.

Chew

A motion was made by Jane Bentley and seconded by Terence Livingston to grant the request of Franklyn Y. Chew and Gwendolyn M. Lupinek whose property is located at 6 Middle Street, Jamestown, RI, and further identified as Tax Assessor's Plat 1, Lot 331 for Variances from Article 82, Section 302 and 314 and a Special Use Permit granted under Article 6, Special Use Permits and Variances, Section 600 and 602. Property located in RR-80 Zone. Lot consists of 17,889 sq. ft. This application is made pursuant to the provisions of Section 82-314, High Groundwater Table and Impervious Overlay District. The Applicant seeks to construct a dwelling to replace the existing dwelling. Variances needed for Front Setback 25' requested where 40' required; Side Yard Setback (west) 19.7' requested where 30' required; Rear Setback (north) 32.2' requested where 40' required; and lot coverage 11.17% requested where 8% required. Special Use permit needed for High Groundwater Table and Impervious Overlay District – Subdistrict "A".

Regarding this request, this Board has determined that this application does satisfy the requirements of Article 6, Section 600

Regarding the request for a Variance, this Board has determined that this application does satisfy the requirements of Article 6, Section 606, Paragraphs 1 through 4, and Section 607, Paragraph 2.

Regarding the request for a Special Use Permit, this Board has determined that this application does satisfy the requirements of Article 6, Section 602.

This Variance is granted with the following restriction(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. The variance is for 11.17% where the maximum is 8%.
2. The home has a number of issues and needs to be demolished to be able to build a new home.
3. The relief is necessary due to the constraints of the lot.
4. The home will need approval of CRMC before the house can be built.

The motion carried by a vote of 5 – 0.

Richard Boren, Dean Wagner, Terence Livingston, Jane Bentley and Judith Bell voted in favor of the motion.

James King and James Sisson were not seated and John Shekarchi was absent.

Wynn

A motion was made by Terence Livingston and seconded by Dean Wagner to grant the request 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 2<sup>nd</sup> building, the cottage, has always been a year-round rental. This said property is in a 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.

This Board has determined that this application does satisfy the requirements of Article 6, Sections 600 and 602.

This Special Use Permit is granted with the following restriction/condition(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. This said property is in a RR200 zone and contains 80,586 square feet.
2. The applicant proposes to continue the same use of the property that is 2 houses.
3. That one property is 73 Carr Lane.
4. The proposal is to increase the property by 1204 sq. ft. to make it more livable and conventional.
5. That there are other properties on Carr Lane that have multiple houses, namely 91 Carr Lane and 63 Carr Lane.
6. The property is 2 acres in total.
7. That the other house on the lot is listed as 71 Carr Lane.
8. That the proposal is to build a living room and bedroom.
9. The alterations to the house will be built entirely within the setbacks, therefore no dimensional variance will be needed.

The motion carried by a vote of 5 – 0.

Richard Boren, Dean Wagner, Terence Livingston, Jane Bentley and Judith Bell voted in favor of the motion.

James King and James Sisson were not seated and John Shekarchi was absent.

TPG Marinas

After testimony was completed Christian Infantolino, attorney for the applicant, requested that the application be withdrawn without prejudice.

A motion was made by Dean Wagner and seconded by Richard Boren to accept the withdrawal of TPG Marinas without prejudice.

The motion carried by a vote of 3 – 2.

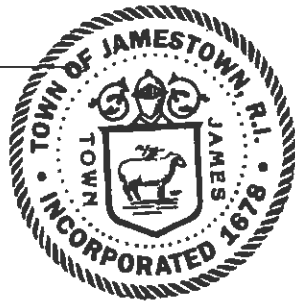
Richard Boren, Dean Wagner, and Terence Livingston voted in favor of the motion.

Jane Bentley and Judith Bell voted against the motion.

James King was recused; James Sisson was not seated and John Shekarchi was absent.

ADJOURNMENT

A motion was made and seconded to adjourn at 9:50 p.m.  
The motion carried unanimously.



# 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
  - Run/Jog/Walk/Wheelchair
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)  
*JAC Talk, artist talk*

Name of Event (if applicable): JAC Talk, Isabel McGarva

Date of Event: Tuesday, June 6, 2023      Hours of Event: 6:00-8:00  
 Location of Event: 18 Valley Street, Jamestown, RI 02835      Number of people attending: 40  
 Name of Applicant/ Business: Jamestown Arts Center  
 Mailing Address: 18 Valley Street, Jamestown, RI 02835      Business Phone #: (401) 560-0979  
 Email Address: Kelly@jamestownartcenter.org      Contact Person: Kelly McDermott      Phone Number: SAME

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 #: [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? No  
If yes, Alcohol Liability Insurance must be provided

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

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: [Signature]

Please attend the Town Council meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ for Council review.

TC 6/20



# 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
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  - Run/Jog/Walk/Wheelchair
  - Run/Jog/Walk/Wheelchair
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)  
*JAC Talk, artist talk*

Name of Event (if applicable): JAC Talk, Saša Spačal

Date of Event:	Thursday, May 25, 2023	Hours of Event:	6:00-8:00
Location of Event:	18 Valley Street, Jamestown, RI 02835	Number of people attending:	40
Name of Applicant/ Business:	Jamestown Arts Center	Business Phone #:	(401) 560-0979
Mailing Address:	18 Valley Street, Jamestown, RI 02835	Contact Person:	Kelly McDermott
Email Address:	Kelly@jamestownartcenter.org	Phone Number:	SAME

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]

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

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: [Handwritten Signature]

Please attend the Town Council meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ for Council review.



State of Rhode Island  
**Coastal Resources Management Council**  
Oliver H. Stedman Government Center  
4808 Tower Hill Road, Suite 3  
Wakefield, RI 02879-1900

(401) 783-3370  
Fax (401) 783-2069

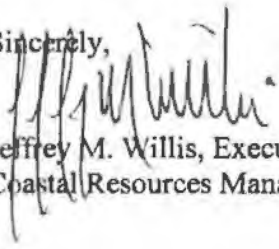
April 24, 2023

Jamestown Town Council  
Jamestown Town Hall  
250 Conanicus Avenue  
Jamestown, RI 02835

Dear Honorable Jamestown Town Council:

I am writing to address the recent request by the Jamestown Harbor Office for an interim approval of the *Jamestown Comprehensive Harbor Management Plan, as approved by CRMC February 26, 2018 (HMP)*. I am aware that the HMP has just recently expired, and the town's harbor commission is working diligently to update the HMP for a determination of consistency by CRMC staff in the near future. As you know, the CRMC may grant a one-year interim approval for a municipality's harbor ordinance to ensure it remains enforceable through the approval period while the HMP is updated for consistency with CRMC requirements for municipal HMPs. In this way, CRMC will recognize the harbor ordinance as being legally enforceable by the town through the interim approval period, during which CRMC staff will coordinate with the harbor commission to assist in the production of a final draft HMP that is eligible for a full five-year CRMC approval. As such, I hereby grant a one-year interim approval of the harbor ordinance, which shall expire on April 24, 2024. Please don't hesitate to contact Kevin Cute of my staff should you have any questions.

Sincerely,

  
Jeffrey M. Willis, Executive Director  
Coastal Resources Management Council

/lat

cc: Tony DeSisto, CRMC Legal Counsel  
Kevin R. Cute, CRMC Marine Resources Specialist  
Anthony Sawaia, CRMC Senior Environmental Scientist  
Wayne Banks, Chair, Jamestown Harbor Commission  
Steven Bois, Jamestown Harbormaster