



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Tuesday, June 20, 2023
6:30 P.M.

THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.

THIS MEETING WILL BE LIVE STREAMED: To view the meeting with no interaction:
<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. EXECUTIVE SESSION

The Town Council may seek to enter into Executive Session and/or Open Session for review, discussion, and/or potential action and/or vote on the following:

- A) The Town Council may convene into Executive Session to discuss, take possible action, and/or vote pursuant to the relevant requirements of R.I.G.L. § 42-46-5(a) Subsection (2) Collective Bargaining (Possible Authorization of a Contract Tentative Agreement and/or Contract Agreement with the International Brotherhood of Police Officers Local 305 with Proposed Term to be July 1, 2023, to June 30, 2026). Discussion and/or Potential action, announcement, and/or vote(s) from Executive Session and/or Open Session concerning a possible Authorization of a Contract Tentative Agreement and/or Contract Agreement with the International Brotherhood of Police Officers Local 305 with Proposed Term to be July 1, 2023, to June 30, 2026.
- B) The Town Council may convene into Executive Session to discuss, take possible action, and/or vote pursuant to the relevant requirements of R.I.G.L. § 42-46-5(a) Subsection (1) Personnel (job performance, character, or physical or mental health of Interim Town Administrator; Performance Review; provided that such person

affected shall have been notified in advance in writing and advised that he may require that the discussion be held at an open meeting). Discussion and/or Potential action, announcement, and/or vote(s) from Executive Session and/or Open Session concerning Interim Town Administrator Performance Review; including possible appointment as the full-time/permanent Town Administrator, with terms and conditions of employment to be discussed and voted upon by the Town Council at the meeting.

IV. ADJOURNMENT OF EXECUTIVE SESSION

V. 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) June 15, 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
 - 3) Finance Director’s Report: Comparison of the Water Budget to Actuals as of May 31, 2023.
 - 4) Finance Director’s Report: Comparison of the Sewer Budget to Actuals as of May 31, 2023.
 - 5) Water Treatment Plant Current Staffing

- 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:
 - 1) Ordinances: Review, Discussion, and/or Take Action and/or Vote: Order to Advertise in the Jamestown Press; Note of a Public Hearing for Proposed Amendment to the Rules and Regulations of the Board of Water and Sewer Commissioners, 15 A Conservation.
 - 2) Resolution of the Board of Water and Sewer Commissioners Fixing a Schedule of Sewer Service Charges for a Reserve for Sewer Facilities and Services of the Town of Jamestown, No. 2023-13

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

VI. 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

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

- A) Proclamation 2023-12, Recognizing Deputy Clerk/Canvassing Clerk Karen Montoya.

VIII. 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.
 - 1) Pursuant to RIGL §3-7-14, that the following license application has been received under said Act for a one-day license on September 10, 2023:
 - CLASS F (NON-PROFIT)
 - Jamestown Community Farm
 - 231 East Shore Road
 - Jamestown, RI 02835
 - a) Review, Discussion, and/or Action and/or Vote for Approval of the CLASS F (NON-PROFIT) LIQUOR LICENSE

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

B) Licenses and Permits

- 1) One-Day Event/Entertainment License: All One-Day Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event; Review, Discussion, and/or Take Action and/or Vote for the following:
 - a) Applicant: Jamestown Community Farm
Event: Farm-to-Table Dinner
Date(s): September 10, 2023, 5:00 p.m.-10:00 p.m.
Location: Jamestown Community Farm, 231 East Shore Road
 - b) Applicant: William Smith III
Event: Hiroshima Commemoration
Date(s): August 6, 2023, 12:00 p.m.- 2:00 p.m.
Location: East Ferry/Veteran's Square
 - i) Approval of request to waive the insurance requirement
 - c) Applicant: Jamestown Yacht Club
Event: Fools Rules Regatta
Date(s): August 19, 2023, 9:00 a.m.-12:00 p.m.
Location: East Ferry Beach
- 2) One-Day Vendor/Peddler License: All One-Day Vendor/Peddler license application approvals are subject to any COVID-19 protocols in effect at the time of the event; Review, Discussion, and/or Take Action and/or Vote for the following:
 - a) Applicant: Jamestown Chamber of Commerce (JCC)
Event: July 4th Celebration
Date(s): July 2, 2023, 4:00 p.m.-9:00 p.m.
Location: East Ferry (designated/approved area)
 - b) Applicant: Java Jai Coffee Company (sub-applicant to JCC)
Event: July 4th Celebration
Date(s): July 2, 2023, 5:00 p.m.-9:30 p.m.
Location: East Ferry (designated/approved area)

IX. 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) 6 West Street (Grange) Senior Center/Rhode Island State Grange update.
 - 2) 90 Carr Lane- cell tower project update.
 - 3) East Ferry Improvements update (New Business)
 - 4) Former Landfill PFAS (update):
 - 5) Ft. Getty Bathroom Project
 - 6) Safe Routes to School Project update.
 - 7) Ft. Wetherill Roof Replacement Bid update.
 - 8) Short Term Rental Registration/Inspection development update.
 - 9) \$400,000 RIDE Education Grant opportunity. (Consent Agenda)
 - 10) Scholarship: Roberta Fagan is the recipient of a \$1,000 scholarship to attend the New England Municipal Clerk Institute in July.
 - 11) Discover Newport \$7500 Visitor Grant received.
 - 12) GovOS (Town Fusion) Land Evidence software: Requesting authorization for approval to execute a one-year extension of the contract in the amount of \$13,500. (Consent agenda)
 - 13) IBPO Contract Review: (executive session)

X. UNFINISHED BUSINESS

None at this time.

XI. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Ferry Landing Improvement Project
 - 1) Memorandum from Public Works Director Gray, recommendations for East Ferry Improvement Project

- A) Review, Discussion, and/or Action and/or Vote: Approval of the request to proceed with the construction of a new “lower” bathroom facility located at Ft. Getty, utilizing available funds of \$175,000; the Town acting as the general contractor.

- B) Review, Discussion, and/or Action and/or Vote: 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.

XII. 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 70– Article II Section 25-Notice of violation; admission of truth and payment of fines at police station; amounts, and Chapter 70-Article IV Section 87, Prohibited or Restricted Parking on Specified Streets. These Amendments are proposed to update and modernize the existing Traffic and Vehicle Ordinance.
- B) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
 - 1) Tree Preservation and Protection Committee, One (1) Member vacancy(s) with an unexpired three-year term ending date of December 31, 2023.
 - a) Application of interest
 - i) Thomas R. Waddington
 - 2) Zoning Board of Review, One (1) Alternate Member vacancy(s), with an unexpired one-year term ending 12/31/2023.
 - a) Application of interest
 - i) Robert J. Maccini

XIII. 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) June 2, 2023 (Special Meeting)
 - 2) June 5, 2023 (Annual Financial Town Meeting)
- B) Minutes of Boards/Commissions/Committees
 - 1) Jamestown Affordable Housing (April 26, 2023)
 - 2) Bike Path Committee (April 14, 2023)
- C) Approval of Pole Placement Request by the Narragansett Electric & Verizon New England Inc. for Install Pole 22 (40ft) from Pole 21 to service customer on Melrose Avenue; WR#30702289
- D) Acceptance and Receipt of the Mackerel Cove Beach Vendor bid request to provide Frozen non-alcoholic drinks and/or frozen desserts including frozen lemonade and/or novelty ice cream, as recommended by Parks and Recreation Direct Ray DeFalco.
 - 1) Memorandum from Parks and Recreation Direct Ray DeFalco to the Town Council
- E) Proclamation 2023-11, Graduates Week

- F) Permission to authorize Interim Town Administrator Mello to sign the GovOS Inc. Amendment No. 1 to Agreement for Records Management and Imaging System, (Land Evidence Recording and Cashiering System) to extend the term of the Agreement set to expire August 14, 2023, the provision of the Services for an additional one (1) year, and provide Client the option to renew for an additional four (4) consecutive periods of one (1) year thereafter (each, a “Renewal Period”). The extended term, whether one (1) year or more, shall be referred to herein as the “Extension Period.”
 - 1) Memorandum from Town Clerk Roberta Fagan to the Interim Town Administrator Mello and Town Council recommending the Annual Maintenance Flat Rate Option of \$13,500 per year.
- G) Permission to authorize the Interim Town Administrator to submit a grant application in the amount of \$400,000 through RIDE to fund potential afterschool education programs.
- H) Permission to authorize Town Planner Bryer to submit for pre-application review for various Town projects for potential funding through the RI Municipal Technical Assistance Grant Program.
- I) Ratification of Administrative Event Approvals:
 - 1) Lands End/RI Locations, June 8, 2023 photoshoot on Narragansett Avenue/East Ferry landing
- J) Finance Director’s Report: Comparison Budget to Actuals as of May 31, 2023.

XIV. 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 Writ of Election to Secretary of State Gregg M. Amore
From: Office of Governor Daniel J. McKee
Dated: June 1, 2023
Re: RI Congressional District 1, Special Election
 - 2) Copy of the Email to: Town Council and STR stakeholders
From: Marian Falla
Dated: June 1, 2023
Re: Newport Approves Short-Term Rental Fee Increase to \$800
 - 3) Copy of the Email to: Town Council
From: Marian Falla
Dated: June 13, 2023
Re: Rhode Island General Assembly approves bill to provide tax relief to year-round Newport Residents

- 4) Copy of Email to: Town Council
From: Joseph Cannon, President,
Jamestown Shores Association Sub Committee
Dated: June 13, 2023
RE: Opposition to using Shores Protected Lots for Affordable Housing
- B) Proclamations and Resolutions from other Rhode Island Cities
 - 1) Resolution of the Barrington Town Council, Celebrating the Month of June as Barrington Pride Month, Honoring LGBTQIAP+Residents and Centering Trans Youth
 - 2) Resolution of the Town of Tiverton, No. 2023-0009, Regarding the Restoration of General Revenue Sharing to Cities and Towns
 - 3) Burrillville Town Council voted to support the resolution from Portsmouth joining the town of Jamestown requesting that the Rhode Island Department of Environmental Management develop a recreation plan for the south part of Gould Island.
 - 4) Resolution of the Town of Warren in Support of Legislation Authorizing Financing for School Construction and/or Renovation.

XV. ADJOURNMENT

Pursuant to RIGL § 42-46-6(c), Notice of this meeting shall be posted on the Secretary of State's website and at the Town Hall and the Jamestown Clubhouse Library. Notice is also posted at the Jamestown Police Station and on the Internet at www.jamestownri.gov.

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

Posted on the RI Secretary of State website on June 14, 2023.