



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
September 5, 2023
6:00 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/how-do-i/watch-live-streamed-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. 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) Review, Discussion, and/or Potential Action and/or Vote in Executive Session and/or Open Session pursuant to RIGL § 42-46-5(a) Subsection (3) Matter of Cyber Security
- B) Discussion and/or Potential Action(s), Announcement(s), and/or Vote(s) from Executive Session and/or Open Session Concerning the Matter of Cyber Security

II. ROLL CALL

III. CALL TO ORDER, PLEDGE OF ALLEGIANCE

IV. OPEN FORUM

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

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

V. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, PRESENTATIONS, RESOLUTIONS AND PROCLAMATIONS

- 1) No items at this time.

VI. PUBLIC HEARINGS, LICENSES AND PERMITS

The Town Council will review each license application and vote on it individually. All approvals for licenses and permits are subject to the resolution of debts, taxes, and appropriate signatures as well as, when applicable, proof of insurance. Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss, and/or Take Action and/or Vote on the following items:

- A) Licenses and Permits – No items at this time.

VII. COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS

Please Note the Following Items are Status Reports and Matters of Interest to the Council and are for Informational Purposes unless Indicated Otherwise and will be Acted upon in Accordance with Section 42-46-6 (b)

- A) Town Administrator’s Report: Edward A. Mello
 - 1) Senior Center Facility update
 - 2) Town Facility Automated External Defibrillator (AED) program
 - 3) Town Policies (consent agenda)
 - 4) Short-Term Rental Registration and Inspection update
 - 5) PFAS Testing update
 - 6) Jamestown Fire Department Tax Relief legislation and subsequent requirements
 - 7) Jamestown Housing Authority fire alarm system update
 - 8) Fort Getty Bathroom update

VIII. UNFINISHED BUSINESS

- A) No items at this time.

IX. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Presentation and approval of the School Infrastructure Project Application Stage 2:
 - 1) Presentation by Kyle Robinson from Saccocci & Associates

- B) Review, Discussion, and/or Action and/or Vote: Approve re-opening a portion of the land on the North side of the North Reservoir for bowhunting only.
 - 1) Letter to the Town Council from Interim Police Chief Deneault with a recommendation of the proposed area, limited to two hunters in the area at a time.

- C) Review, Discussion, and/or Action and/or Vote: Approval of the request(s) to the Town Council to grant an extension for a Temporary Trailer Permit as provided by the Town of Jamestown Code of Ordinances Section 34-42:
 - 1) Request from Noreen and Bob Hoyle, 31 Washington Street, for temporary trailer permit extension from September 5, 2023, to October 15, 2023, and copy of the original permit issued by Jamestown Interim Police Chief Angela Deneault.
 - 2) Request from Anastasia Frankart, for temporary trailer permit extension from September 5, 2023, to November 1, 2023, and copy of the original permit issued by Jamestown Interim Police Chief Angela Deneault.

- D) Review, Discussion, and/or Action and/or Vote: Memorandum from Finance Director Christina Collins to the Town Council regarding the Jamestown General Obligations Bonds- 2023 Series A.

X. ORDINANCES, APPOINTMENTS, VACANCIES AND EXPIRING TERMS

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) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
 - 1) Town Council review of Committee/Board/Commission Appointment Process with recommendations memorandum from Town Administrator Mello.

 - 2) Affordable Housing Committee, One (1) member, unexpired three-year term ending May 31, 2023, duly advertised in the August 10th & 17th edition(s) of the Jamestown Press with a deadline to apply no later than August 30, 2023:
 - a) Interested Applicant(s):
 - i) Susan Shim Gorelick (received August 21, 2023)

- 3) Discover Newport, One (1) member vacancy, with a three-year term ending 12/31/2023 and shall be associated with the hospitality industry, duly advertised in the August 10th & 17th edition(s) of the Jamestown Press with a deadline to apply no later than August 30, 2023:
 - a) Letter of resignation:
 - i) Thomas McNiff
 - b) Interested Applicant(s):
 - i) Jessica McCarthy
 - Initial application December 2019
 - Interviewed on December 16, 2019
 - Confirmed via email continued interest August 9, 2023

- 4) Harbor Management Commission, One (1) member, unexpired three-year term ending 12/31/2025, duly advertised in the July 20th and 27th edition(s) of the Jamestown Press, with a deadline to apply no later than August 2, 2023.
 - c) Interested Applicant(s):
 - i) Paul Sprague:
 - Initial application November 29, 2021
 - Interviewed on January 10, 2022
 - Received a voicemail expressing interest on July 10, 2023
 - ii) Stephen Santoro
 - Initial application April 3, 2023
 - Interviewed on May 1, 2023
 - Confirmed via email continued interest August 9, 2023
 - iii) Kristopher Matthews
 - Initial application March 30, 2023
 - Interviewed on May 15, 2023
 - Confirmed via email continued interest August 7, 2023
 - iv) Tom Alexander
 - Received an email of interest on August 10, 2023
 - Has not been interviewed.

- B) Review, Discussion, and/or Take Action and/or Vote: **permission to advertise unexpired and expiring vacancies for the following Committee/Boards/Commissions:**
 - 1) Beavertail State Park Advisory Committee, One (1) member vacancy; with a three-year term ending 12/31/2026
 - 2) Conservation Commission, Two (2) member(s) vacancy; with a three-year term ending 12/31/2026
 - 3) Harbor Management Commission, Two (2) member(s) vacancy, with a three-year term ending 12/31/2026
 - 4) Jamestown Housing Authority, One (1) Resident Commissioner vacancy, with a five-year term ending 12/31/2028

- 5) Juvenile Hearing Board, Two (2) full member(s) vacancy, with a three-year term(s) ending 12/31/2026, and One (1) alternate member vacancy, with a two-year term ending 12/31/2025
- 6) Library Board of Trustees, Three (3) member(s) vacancy, with a three-year term ending 12/31/2026
- 7) Planning Commission, One (1) member vacancy, with a four-year term ending 12/31/2024, and Two (2) member(s) vacancy, with a four-year term ending 12/31/2026
- 8) Tree Committee, Two (2) member(s) vacancy, with a three-year term ending 12/31/2026
- 9) Zoning Board of Review, One (1) full member vacancy, with a five-year term ending 12/31/2028, and three (3) alternate member(s) vacancy, with a one year-term ending 12/31/2024

XI. CONSENT AGENDA

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

- A) Minutes of Boards/Commissions/Committees
 - 1) Board of Canvassers, July 17, 2023
 - 2) Board of Canvassers, July 21, 2023
 - 3) Jamestown Conservation Commission, December 14, 2021
 - 4) Jamestown Conservation Commission, February 8, 2022
 - 5) Jamestown Conservation Commission, April 12, 2022
 - 6) Jamestown Conservation Commission, May 10, 2022
 - 7) Jamestown Conservation Commission, June 14, 2022
 - 8) Jamestown Conservation Commission, September 13, 2022
 - 9) Jamestown Conservation Commission, November 8, 2022
 - 10) Jamestown Conservation Commission, December 13, 2022
 - 11) Jamestown Conservation Commission, February 21, 2023
 - 12) Jamestown Conservation Commission, March 14, 2023
 - 13) Jamestown Conservation Commission, May 9, 2023
 - 14) Jamestown Conservation Commission, June 13, 2023
 - 15) Jamestown Harbor Commission, May 10, 2023
 - 16) Jamestown Harbor Commission, June 14, 2023
 - 17) Jamestown Housing Authority, June 14, 2023
 - 18) Jamestown Zoning Board of Review, July 25, 2023

- B) One-Day Event/Entertainment Applications
 - 1) Applicant: Save the Bay
 Event: International Coastal Cleanup
 Date: September 16, 2023
 Location: Potter Cove-Freebody lot

- 2) Applicant: Jamestown Arts Center (JAC)
Event: JAC Talk: In Conversation with Bob Dilworth & Algernon Miller
Date: September 10, 2023
Location: 18 Valley Street
 - 3) Applicant: Jamestown Arts Center (JAC)
Event: Film Screening: Manhattan Short Film Festival
Date: See attached
Location: 18 Valley Street
 - 4) Applicant: Jamestown Arts Center (JAC)
Event: Film Screening: Climate Futures Film Festival
Date: October 26-27, 2023
Location: 18 Valley Street
 - 5) Applicant: Jamestown Arts Center (JAC)
Event: Film Screening: Beneath the Polar Sun
Date: November 15, 2023
Location: 18 Valley Street
- C) Ratification of Administrative Event Approvals:
1) Jamestown Shores Annual Beach Outing, August 19, 2023
- D) Approval of Resolution 2023-16, 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 2
- E) Permission to authorize Town Administrator Mello to sign Amendment 2 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
- F) Approval of the Town of Jamestown Policies: 200.01 Employment Hiring; 240.01 Harassment and Discrimination; and 240.10 Work-Related Injuries
- G) Public Notice of CRMC and RIDEM of application for Assent filed by Donald Sadoway and Rebecca Miller, 1163 North Road, to construct and maintain: a new hybrid shoreline protection facility The approximately 200ft facility is proposed to consist of 2 vertical feet of stone at the toe with the remainder of the eroding coastal bluff being stabilized with coir logs, jute netting, and vegetation. The proposed work will be incorporated into the buffer zone restoration plan approved under Assent 2020-9-085. No Variance is required. Written comments/objections are due by September 15, 2023, to CRMC, O.S. Government Center, 4808 Tower Hill Road, Rm 116, Wakefield, RI 02879, or cstaff1@crmc.ri.gov .

- H) Public Notice of CRMC and RIDEM of application for Assent filed by Wickford Oyster Company, for a State of Rhode Island Assent to construct and maintain: a 9.9 acre seasonal (November 1st to May 1st) Sugar Kelp (*Sacharina latissimi*) aquaculture farm using two suspended longlines. Note: All gear will be removed annually by May 1st. Written comments/objections are due by September 3, 2023, to CRMC, O.S. Government Center, 4808 Tower Hill Road, Rm 116, Wakefield, RI 02879, or estaff1@crmc.ri.gov .

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

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

- A) Communications Received:
- 1) Copy of email to: Town Council President Beye
From: Joe and Judy Rosati
Dated: August 24, 2023
Re: Steamboat right of way tree appeal
 - 2) Copy of email to: Town Council
From: May Lou Sanborn
Dated: August 7, 2023
Re: Proposed 2023-2024 Water and Sewer Rate Increase
 - 3) Copy of letter to: Town Council
From: Fermo A. Bianchi, Jr.
Dated: August 18, 2023
Re: Water usage
- B) Resolutions from other Rhode Island Cities and Towns:
- 1) Resolution of the Town of Charlestown in support of the Coast Resource Management Council's (CRMC) possible designation of the "Sand Trail" as a CRMC-recognized Right-of-Way (ROW).

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

XIV. EXECUTIVE SESSION- BOARD OF WATER AND SEWER COMMISSIONERS

The Town Council Sitting as the Board of Water and Sewer Commissioners 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) Review, Discussion and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation
- B) Discussion and/or Potential Action(s), Announcement(s), and/or Vote(s) from Executive Session and/or Open Session Concerning the matter of Pending or Potential Litigation

XV. THE TOWN COUNCIL ADJOURNS FROM SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS AND RECONVENES THE OPEN SESSION.

XVI. EXECUTIVE SESSION

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

- A) Review, Discussion, and/or Potential Action and/or Vote in Executive Session and/or Open Session pursuant to RIGL § 42-46-5(a) Subsection (1) Personnel; discussion of the job performance, character, or physical or mental health of a person, James P. Campbell as a prospective finalist for Chief of Police.

- B) Discussion and/or Potential Action(s), Announcement(s), and/or Vote(s) from Executive Session and/or Open Session concerning the matter of Personnel-prospective finalist for Chief of Police.

XVII. ADJOURNMENT OF EXECUTIVE SESSION

XVIII. 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 August 31, 2023.