



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.

Town of Jamestown

Town Administrator

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9805



Edward A. Mello
Interim Town Administrator

MEMORANDUM TO: Honorable Town Council
FROM: Town Administrator, Edward A. Mello
DATE: August 30, 2023
SUBJECT: Report for Town Council Meeting September 5, 2023

Senior Center Facility: The meeting held on Thursday, August 10 at 6 West Street and hosted by the Senior Services Advisory Committee was well attended with approximately 40 people. The feedback received along with the programming information is being coordinated and sent to Union Studios. They have been on site and visited the current senior center as well as 11 Knowles Court. We remain open to other potential sites as we may become aware of them.

Town Facility AED program: Fifteen (15) AEDs and overdose prevention kits have been deployed and installed in Town facilities. While many of the Town staff are currently trained, we are working to develop a training program to be offered to all staff in the fall. Jamestown Fire Department has agreed to inspect and maintain the AED units.

Town Policies: We have been working to create and update a variety of Town policies. Requesting your approval of three (3) policies: 200.01 Employment Hiring; 240.01 Harassment and Discrimination; 240.10 Work Related Injuries. (consent agenda)

Short-Term Rental: The short-term rental registration on-line platform is nearing completion and is expected to be offered publically in the coming weeks. We are finalizing the inspection process with both fire and building officials. Related to that effort; we are interviewing for the part-time position of a code enforcement officer who will assist with these inspections.

PFAS Testing: As previously reported, PFAS was detected in test wells located on the former landfill property. This resulted in an action to request permission from surrounding property owners to test private wells in close proximity to the landfill. Several wells have been tested and to date PFAS has not been detected beyond the acceptable EPA levels. We expect to conclude this testing and provide a formal report in early fall.

Jamestown Fire Department Tax Relief: In January, the Town Council requested by resolution that the General Assembly adopt enabling legislation that would adjust the property tax relief offered members of the Jamestown Fire Department. The legislation was passed and requires an ordinance to adopt such rules and requirements. We will be working to develop a draft of the ordinance for your consideration.

Jamestown Housing Authority: In early August, the fire alarm system was damaged, apparently as the result of a lighting strike. Jamestown Fire Department has working to assist and guide the necessary repairs that must be performed by an outside contractor. In late August, a

truck damaged power lines and poles, which caused power loss at the facility. The Executive Director has been working with an electrician to make the necessary repairs. Power was restored within 24-hours.

FT Getty Bathroom: Continuing to work with Union Studios on floor plan and location. Informal meetings with CRMC indicate that the project is within the area of limitations and they have suggested locating the new bathroom in a previously disturbed area. This would situate the new building to the grassy area just to the north of the current bathroom parking lot.

Jamestown School Department

RIDE STAGE II

Town Council Meeting – September 5, 2023

Agenda

Town Council – September 5, 2023

- 01 — RIDE Necessity of School Construction
- 02 — Timeline
- 03 — 5-Year Capital Improvement Plan
- 04 — Cost Estimates
- 05 — Next Steps
- 06 — Questions

- 01 RIDE Process
- 02 Funding
- 03 Survey
- 04 Cost Estimate
- 05 Mass State
- 06 Overview

RIDE Process

LOCAL approvals

Identify your team
Pull together a School Building Committee, composed of city and school representatives

Letter of Intent
Send a statement of interest signed by Superintendent, School Committee, and municipal representative
Spring Approval: August / Fall Approval: January

Local Support
Stage II must include School Committee and City Council approvals
Spring Approval: February / Fall Approval: September

Memorandum of Agreement
Signed by School Committee and Superintendent

Voter Approval
For bonds, unless the municipality has a public building authority

6 months maximum

Stage I: Identify Need

Stage II: Develop Solution

Approvals and Beyond...

State Agency Reviews
DOA Planning, RIHPHC, Commission on Disabilities

SBA Stage I Preliminary Approval
Authorization to move forward with Stage II
Spring Approval: September / Fall Approval: February

SBA Stage II Preliminary Approval

Memorandum of Agreement
Signed by Commissioner

Enabling Legislation
For projects that are using bonds or other forms of indebtedness

Council Approval
With recommendation from SBA Advisory Board, Commissioner makes recommendation to CESE
Spring Approval: May / Fall Approval: November

STATE approvals



- 01 RIDE NSR
- 02 **Timeline**
- 03 Super CIP
- 04 Cost Estimate
- 05 Road Study
- 06 Questions

Timeline

Stage I
Submitted
February 2023

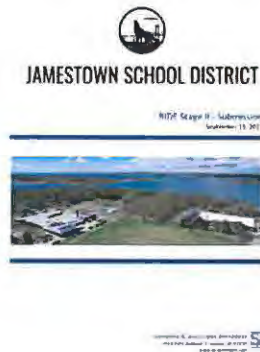
Stage II
Submission
September 15, 2023

RIDE Preliminary
Approval
October 2023

RIDE Council
Approval
December 2023

Memorandum of
Agreement
January 2024

All Projects
Complete by
December 31, 2028



- 01 - RFP MSC
- 02 - Timeline
- 03 - 5-Year CIP**
- 04 - Cost Estimate
- 05 - Final Report
- 06 - Quarterly

5-Year Capital Improvement Plan

Fiscal Year 2024

Melrose School

- Interior & Exterior Repairs
- Update Card Access System

Lawn School

- Interior & Exterior Repairs
- Update Card Access System

Fiscal Year 2025

Melrose School

- Interior & Exterior Repairs
- Unit Ventilator Refurbishment – Phase I

Lawn School

- Interior & Exterior Repairs
- Window Replacement – Phase II

Fiscal Year 2026

Melrose School

- Interior & Exterior Repairs
- Unit Ventilator Refurbishment – Phase II

Lawn School

- Interior & Exterior Repairs
- Window Replacement – Phase III

Fiscal Year 2027

Melrose School

- Interior & Exterior Repairs
- Unit Ventilator Refurbishment – Phase III

Lawn School

- Interior & Exterior Repairs

Fiscal Year 2028

Melrose School

- Interior & Exterior Repairs
- Unit Ventilator Refurbishment – Phase IV

Lawn School

- Interior & Exterior Repairs

Cost Estimates

- 01 - Introduction
- 02 - Project Overview
- 03 - Program Requirements
- 04 - Cost Estimates**
- 05 - Project Schedule
- 06 - Conclusion

FISCAL YEAR		Estimated Cost	Capital Reserve Funded
July 2023- June 2024			
Melrose School	1 Interior refurbishing & painting	10,000	10,000
	2 Exterior renovations	3,000	3,000
	3 Update Card Access system	12,000	12,000
	4 Professional Services - Stage 2	50,000	50,000
Lawn School	1 Interior refurbishing & painting	10,000	10,000
	2 Exterior renovations	3,000	3,000
	3 Update Card Access system	12,000	12,000
	4 Professional Services - Stage 2	50,000	50,000
	5 Professional Services - Stage 2	50,000	50,000
TOTALS:		150,000	150,000
July 2024- June 2025			
Melrose School	1 Interior refurbishing & painting	12,500	12,500
	2 Exterior renovations	5,500	5,500
	3 Classroom Unit Ventilator replacement Part 1 (6 units)	180,000	180,000
Lawn School	1 Interior refurbishing & painting	12,500	12,500
	2 Exterior renovations	5,500	5,500
	3 Window Replacement Northwest Wing (south side)	150,000	150,000
TOTALS:		366,000	366,000

FISCAL YEAR		Estimated Cost	Capital Reserve Funded
July 2025- June 2026			
Melrose School	1 Interior refurbishing & painting	12,500	12,500
	2 Exterior renovations	5,500	5,500
	3 Classroom Unit Ventilator replacement Part 1 (6 units)	180,000	180,000
Lawn School	1 Interior refurbishing & painting	12,500	12,500
	2 Exterior renovations	5,500	5,500
	3 Window Replacement Northwest Wing (north side)	150,000	150,000
TOTALS:		366,000	366,000
July 2026- June 2027			
Melrose School	1 Interior refurbishing & painting	12,500	12,500
	2 Exterior renovations	5,500	5,500
	3 Classroom Unit Ventilator replacement Part 1 (6 units)	180,000	180,000
Lawn School	1 Interior refurbishing & painting	12,500	12,500
	2 Exterior renovations	5,500	5,500
TOTALS:		216,000	216,000

- 01 - RFP
- 02 - Timeline
- 03 - Year 1 IP
- 04 - Cost Estimates**
- 05 - Final State
- 06 - Conditions

Cost Estimates

FISCAL YEAR		Estimated Cost	Capital Reserve Funded
July 2027- June 2028			
Melrose School	1 Interior refurbishing & painting	12,500	12,500
	2 Exterior renovations	5,500	5,500
	3 Classroom Unit Ventilator replacement Part 1 (6 units)	180,000	180,000
Lawn School	1 interior refurbishing & painting	12,500	12,500
	2 Exterior renovations	5,500	5,500
TOTALS:		216,000	216,000
FIVE YEAR TOTAL (FY24 - FY28)		1,314,000	
School Capital Reserve Fund			1,314,000

Summary

Total Estimated Cost	\$1,314,000
RIDE Reimbursement – 35%	\$ 459,900
Projected Cost to Jamestown	\$ 854,100

- 01 RIDE MSZ
- 02 Timeline
- 03 5-Year OIP
- 04 Cost Estimate
- 05 Next Steps**
- 06 Questions

Next Steps

Local Support

- Letter of Support from Town Council
- Letter of support from School Committee

Rhode Island Department of Education

- Stage II Submission
- Preliminary Approval and Response to Comments
- Council Approval



- 01 — RIDE HERE
- 02 — Timeline
- 03 — 5-Year CIP
- 04 — Cost Estimate
- 05 — Next Steps
- 06 — Questions

Questions

Thank You

Get in touch with us:

1085 Park Ave, Cranston RI, USA
401.942.7970





Edward A. Mello
Chief of Police

JAMESTOWN POLICE DEPARTMENT

250 Conanicus Avenue, Jamestown, RI 02835

Tel: (401) 423-1212 Fax: (401) 423-3710

www.jamestownri.gov/police



August 14, 2023

Jamestown Town Council
93 Narragansett Ave.
Jamestown, RI 02835

Dear Madam President and Members of the Council:

I have been approached by a group of local hunters who participate in the Jamestown Cooperative Hunting Program who have requested that the Town re-open a portion of the area adjacent to the North Reservoir that had previously been closed to hunting due to the installation of the bike path.

Prior to 2019, Section 7.2 of the Program Regulations allowed hunting in the area of the North Reservoir. Hunters are proposing that a 37-acre section of land on the North side of the reservoir be re-opened to **bowhunting only**. This area is approximately 1500 feet from the bike path and provides a 200-foot buffer from occupied dwellings, consistent with state law. I have attached a map of the proposed area and would recommend allowing a limit of two hunters in that area at a time.

For reference, there were nine hunters who participated in the town's program last year. Six hunters have indicated their support for re-opening this modified section of the North Reservoir to hunting.

Thank you for your consideration.

Lt. Angela M. Deneault
Interim Chief of Police

ATTENTION:
-100-20-00000000-0000
DENEAULT, ANGELA M.
TOWN OF JAMESTOWN, RI

HUNTSTAND PRO



North Reservoir



E Shore Rd

E Shore Rd

E Shore Rd



Jamestown Reservoir



LIST FILTER

- OBJECTS
- HARVESTS
- SIGHTINGS
- TRAIL CAMS
- RESERVE



8/22/2023 8:55 AM

██████████
Permit extension

To ██████████

August 22, 2023

To Whom It May Concern:

We are writing to request an extension for our temporary permit which expires on September 5, 2023, to park and use a trailer/mobile home on our property at ██████ Washington Street.

We would like to extend the permit from September 5, 2023 to October 15, 2023 to complete the renovation at our home located on the property.

We understand that the vehicle may not be parked on any part of the public roadway, and according to Sec. 34-43, the permit will be revoked upon written objection of any owner of adjoining property to our property.

Thank you for your time and consideration.

Noreen and Bob Hoyle



JAMESTOWN POLICE DEPARTMENT

250 Conanicus Avenue, Jamestown, RI 02835

Tel: (401) 423-1212 Fax: (401) 423-3710

www.jamestownri.gov/police



August 21, 2023

Mr. Robert Hoyle
■ Washington St.
Jamestown, RI 02835

Dear Mr. Hoyle,

It is my understanding that you wish to extend your temporary permit, dated July 7, 2023, to park and use a trailer/mobile home on your property at ■ Washington St. which expired on this date. Due to the fact the Jamestown Town Council will not be meeting today, I have granted the request to extend your permit until the next scheduled Town Council meeting on September 5, 2023.

This permit is valid from this date until September 5, 2023.

If you require more time, you will need to submit a formal request to the Town Council before August 30, 2023 in order for your request to be heard at the September 5, 2023 Town Council Meeting.

As a reminder, the vehicle may not be parked on any part of the public roadway, and according to Sec. 34-43, the permit will be revoked upon written objection of any owner of adjoining property to your property.

Respectfully,

A handwritten signature in blue ink that reads "Angela M. Deneault".

Angela M. Deneault
Interim Chief of Police

Roberta Fagan

From: Anastasia Frankart <[REDACTED]>
it: Tuesday, August 29, 2023 4:21 PM
To: Roberta Fagan
Subject: Extension request for use of trailer
Attachments: Temporary permit .pdf

CAUTION: This email originated from outside the Jamestown email system. Please do not click links or open attachments unless you recognize the sender and determine the content is safe.

Ms Fagan

We currently have a temporary permit and are requesting an extension for use of a trailer on our property ([REDACTED] Reservoir Circle) until November 1, 2023 while mold remediation and restoration takes place. Clean Rite Cleaning and Restoration will be sending a project manager on September 1st and Riley Plumbing will begin work on September 5th. The temporary permit has been attached to this email.

Thank you
Anastasia and Nicholas Frankart

[REDACTED]
[REDACTED]

it from my iPhone



JAMESTOWN POLICE DEPARTMENT

250 Conanicus Avenue, Jamestown, RI 02835

Tel: (401) 423-1212 Fax: (401) 423-3710

www.jamestownri.gov/police



August 9, 2023

Ms. Anastasia Frankart
■ Reservoir Cir.
Jamestown, RI 02835

Dear Ms. Frankart,

You have been granted a temporary permit to park and use a trailer/mobile home on your property at ■ Reservoir Cir. as provided in the Town of Jamestown Code of Ordinances, Sec. 34-42. The vehicle may not be parked on any part of the public roadway.

This permit is valid from this date until September 4, 2023.

If you require more time, you will need to submit a formal request to the Town Council before August 30, 2023 in order for your request to be heard at the September 4, 2023 Town Council Meeting.

Additionally, please be advised that according to Sec. 34-43, this permit will be revoked upon written objection of any owner of adjoining property to your property.

Respectfully,

Angela M. Deneault
Interim Chief of Police

Town of Jamestown

Finance Department

Town Hall

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9809 Fax 401-423-7229

Email: ccollins@jamestownri.net



Christina D. Collins
Finance Director

TO: Honorable Town Council**FROM: Christina D. Collins, Finance Director**
DATE: 8/28/2023**SUBJECT: Jamestown General Obligation Bonds - 2023 Series A**

The Town of Jamestown successfully sold \$5,620,000 general obligation bonds in the competitive bond market on August 24, 2023. The Bonds will finance various projects approved by voters at a Town Financial Meeting or an all-day referendum. The bonds will fund the following projects:

- *Library Renovations
- *Highway Equipment
- *Building Improvements to Police Station
- *Repairs and Improvements to Water System

The Bonds were purchased by Roosevelt and Cross, Inc. at true interest cost (TIC) of 3.58%. The sale had great response with only .14363% separating the first 7 bids. The rate is very competitive in the current market.

In connection with the sale, Ed Mello and myself, participated in a conference call with Moody's Investors Service on July 11, 2023 seeking a rating on the Bonds. The Town's Aa1 rating with Moody's was affirmed. The Town is one of only five Aa1 communities in Rhode Island to hold this rating.

The following bids were submitted and ranked by lowest TIC.

Bidder Name	TIC
Roosevelt & Cross, Inc.	3.578024%
Raymond James & Assoc.	3.668253
StoneX Financial Inc.	3.676773
TD Securities	3.678794
Robert W. Baird & Co., Inc.	3.699476
BNYMellon Capital Market	3.715587
Piper Sandler & Co	3.721654
Bernardi Securities, Inc	3.912020

Town Administrator
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9805



Edward A. Mello
Interim Town Administrator

MEMORANDUM TO: Honorable Town Council
FROM: Town Administrator, Edward A. Mello
DATE: August 30, 2023
SUBJECT: Committee Appointment Process

In an effort to offer guidance and consistency in the matter of the Town Council considering committee and commission appointments, the staff is recommending the following protocol:

Vacancies due to resignation or other cause prior to end of term

Upon being notified of a vacancy of any committee/commission position, the Town Clerk:

- Shall advertise for interested persons to apply by a date certain (deadline).
 - Advertisement shall run for two (2) consecutive weeks
- Before the deadline, shall contact any person who had previously applied to said committee/commission within the past twelve (12) months and determine any continued interest.

At the next scheduled Town Council meeting:

- List all applicants including
 - New applicants
 - Previous applicants whom have renewed their interest
 - Include initial application date and renewed application date
- List dates of advertisement and deadline
- Determine which applicants are to be (re)interviewed by the Town Council and schedule as soon as practical.

Vacancies due to expiring term

During the month of **March**, the Town Clerk:

- Shall advertise any expiring positions (May 31) for interested persons to apply by a date certain (deadline).
 - Advertisement shall run for two (2) consecutive weeks
- Before the deadline, shall contact any person who had previously applied to said committee/commission within the past twelve (12) months and determine any continued interest.

At the next scheduled Town Council meeting:

- List all applicants including
 - New applicants
 - Previous applicants whom have renewed their interest
 - Include initial application date and renewed application date
- List dates of advertisement and deadline
- Determine which applicants are to be (re)interviewed by the Town Council and schedule as soon as practical.

During the month of **September**, the Town Clerk:

- Shall advertise any expiring positions (December 31) for interested persons to apply by a date certain (deadline).
 - Advertisement shall run for two (2) consecutive weeks
- Before the deadline, shall contact any person who had previously applied to said committee/commission within the past twelve (12) months and determine any continued interest.

At the next scheduled Town Council meeting:

- List all applicants including
 - New applicants
 - Previous applicants whom have renewed their interest
 - Include initial application date and renewed application date
- List dates of advertisement and deadline
- Determine which applicants are to be (re)interviewed by the Town Council and schedule as soon as practical.

COMMITTEE TERMS EXPIRING 12/31/2023

Beavertail State Park Advisory (1)	Kathleen Schweitzer	1 term
Conservation Committee (2)	Susan Shim Gorelick	1 term
	Barbara Lundy	2 terms
Harbor Commission (2)	Mark Campbell – completing S. Bois' term	
	Jessica McCarthy	1 term
Jamestown Housing Authority Resident Commissioner (1)	Gerald Precious – completing K. Power's term	
Juvenile Hearing Board Full Member (2)	Gary Courmoyer	4 terms
	Jill Harrison	2 terms
Alternate (1)	Barbara Szepatowski	2 terms
Library Board of Trustees (3)	Chris Walsh	3 terms
	Devi Ross	1 term
	Robert Flath – completing E. Gromada's term	
Planning Commission (3)	Mike Swistak	4 terms
	Duncan Pendlebury	3 terms
	Rosemary Enright	3 terms
Tree Committee (2)	Darcy Magratten	1 term
	Tom Waddington – completing S. Heath's term	
Zoning Board of Review Full Member (1)	Terrance Livingston	1 term
Alternate Members (3)	John Shekarchi	
	Jay Sisson	
	Robert Maccini	

**BOARD OF CANVASSERS
JAMESTOWN, RHODE ISLAND
July 17, 2023**

An advertised meeting of the Board of Canvassers was called to order at 9:33 AM by Carol Nelson-Lee at 93 Narragansett Ave. The following member was present.

Ken Newman
Hugh Murphy

Absent: Kitty Wineberg, Alternate

Also present was: Keith Ford, Clerk to the Board of Canvassers

NEW BUSINESS

Mr. Murphy made a motion to accept and approve the minutes, as amended, from July 6, 2023. Mr. Newman seconded. So Voted, unanimously

Ms. Nelson-Lee opened the discussion of the review and approval of the nomination papers for the Congressional District 1 (CD1) candidates. Ms. Nelson-Lee asked Mr. Ford to comment on the two sets of nomination papers that have issues with them. Mr. Ford advised that one of the nomination papers he believed was fraudulent was for the Sabina Matos campaign. It had 17 signatures on it where it was confirmed that 3 signatures listed were those of individuals who passed away, several had similar handwriting and two last names were incorrect. One signature did have similarities and was accepted. Mr. Ford reported it to the Secretary of States Office as well as the Board of Elections. They both advised to contact the Jamestown Police Department for an investigation into the matter. Ms. Nelson-Lee commented that there were deceased people on the list. Mr. Ford advised there were several known deceased people. As of Friday, Detective Carlino advised 5 were confirmed deceased and the rest of the list was contacted and confirmed they did not sign the paper. All but three on the list responded back. The Police Department are still investigating. Mr. Ford commented that the signature on the back was a Holly McClaren, and the Jamestown Police are investigating. The second nomination paper with an issue was turned in with one signature on it however the form did not have the affidavit of signatures obtained filled out. The person turning it in was not the person who collected the signature. However, this form was notarized even though there was no signature. The Secretary of States Office was notified of that, they advised to not accept it and they will be forwarding the form to the Notary Division. A discussion ensued.

Ms. Nelson-Lee opened the discussion of the CD1 Primary. Ms. Nelson-Lee commented a meeting must be held on Tuesday August 15, 2023 at 9:30 AM for a final canvass for the Primary Election. All present agreed on the date and time. Mr. Ford commented that the Military and Overseas ballots are due by July 21st, so far, we have none. Mr. Ford also commented that there is also a Cyber Security Summit on Friday, September 29, 2023 at the Naval Base- Newport.

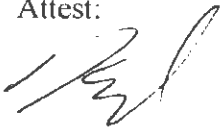
Ms. Nelson-Lee opened the discussion of the upcoming poll worker training. Mr. Ford commented that there are upcoming training classes for Supervisors, Clerks and Moderators for the Primary. Supervisors will have a Zoom class meeting on Tuesday, August 15, 2023 and Wednesday August, 16, 2023 at 5:00 PM. Moderators and Clerks will have a training on Thursday, August 24, 2023 in Middletown, RI. Moderators will be at 5:00 PM and Clerks at 6:30 PM. For the General Election, Supervisor training will be Monday, October 16, 2023 and Tuesday October 17, 2023 at 5:00 PM. Moderators and Clerks will be on Tuesday, October 24 in Middletown, RI. Moderators will be at 5:00 PM and Clerks at 6:30 PM.

Ms. Nelson-Lee discussed the status of the search for the Republican Alternate. Mr. Ford advised that the Town Council has given their approval for the Board to reach out to the Republican Town Committee regarding them submitting names for consideration. Mr. Ford will be mailing a letter out to the Chair of the Republican Town Committee Mary Lou Sanborn.

Ms. Nelson-Lee moved to start the process to certifying the nomination papers.

Mr. Newman moved to adjourn and Mr. Murphy seconded at 10:28 AM. So Voted, unanimously.

Attest:



Keith Ford
Clerk to the Board of Canvassers

Cc: Town Council Members (5)
Board of Canvassers (4)
Roberta Fagan, Town Clerk

**BOARD OF CANVASSERS
JAMESTOWN, RHODE ISLAND
July 21, 2023**

An advertised meeting of the Board of Canvassers was called to order at 12:15 PM by Carol Nelson-Lee at 93 Narragansett Ave. The following member was present.

Ken Newman
Hugh Murphy

Absent: Kitty Wineberg, Alternate

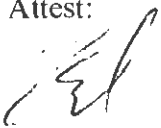
Also present was: Keith Ford, Clerk to the Board of Canvassers

NEW BUSINESS

Ms. Nelson-Lee commented that there is a copy of the Nomination Paper with 1 approved signature that is in need of being signed. Document signed by all present members.

Ms. Nelson-Lee entertained a motion to adjourn. Mr. Newman moved to adjourn and Mr. Murphy seconded at 12:18 AM. So Voted, unanimously.

Attest:



Keith Ford
Clerk to the Board of Canvassers

Cc: Town Council Members (5)
Board of Canvassers (4)
Roberta Fagan, Town Clerk



JAMESTOWN CONSERVATION COMMISSION

Tuesday, December 14, 2021, 6:30 p.m.

Meeting Minutes

Meeting held at Small Conference Room at Jamestown Town Hall

In attendance: G. Souza, B. Lundy, S. Shim Gorelick, A. Kuhn-Hines, Leo Orsi, J. Wurzbacher
Absent: J. Antonello

- I. **Roll Call and Call to Order:** 6:50 PM **NOTE: Meeting moved from Town Council Chambers to small Conference Room due to scheduling conflict (meeting not recorded)**
- II. **Approval of Minutes:** Regular Meeting Minutes: November 9, 2021 **Motion to approve Meeting minutes 1st Susan Shim Gorelick, 2nd Leo Orsi - all in favor - motion passed.**
- III. **OPEN FORUM:**
 - A) Scheduled request to address: None Scheduled.
 - B) Non-scheduled request to address: None.
- IV. **CORRESPONDENCE AND BILLS**
 - A) JCC received a letter from two residents (Spirketing Street and Beach Ave.) opposing the proposal to allow the dirt portions-middle section of Steamboat Street to revert to wetlands by creating dead ends in the middle of Steamboat Street. The letter was addressed to the Town Council and copied to JCC, Town Traffic Committee, Police Chief. The opposition detailed in the letter centered on the increased traffic concerns that could arise on Spirketing Street as a result of closing the mid-section of Steamboat Street. The letter also details current problems with Spirketing Street (speeding and traffic flows).
- V. **CRMC, RIDEM, & Town of Jamestown Ordinance Review:**
 - A) Reviewed and discussed revised RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act: <https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. Revised Freshwater Wetlands Rules have been finalized and RIDEM has now extended the effective date for the new rules from January 15, 2022 to July 1, 2022.
- VI. **Old Business & Committee Reports:**
 - A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: No new updates to report on the 91 Carr Lane Mixed -Income Development project proposal since the July 7, 2021 JTN Planning Commission Meeting regarding the 91 Carr Lane project proposal (when the Church Community Housing Corporation requested more time to revise the proposal). Update on the Wickford Avenue ROW-the Town Administrator (Jamie Hainsworth) said that the town agreement with the neighbor to the south of Wickford Avenue has been legally finalized and the town will have access to the water. This legal agreement will not be affected by any subsequent sale of the neighbor's property (which is currently for sale). The JCC discussed that we will continue looking into applying for trail grants, matching grants, etc to support the building of a stairway to access water at Wickford Ave ROW. The JCC discussed how

- they fully support the Jamestown Friends of ROWs and Roads and will co-sign the MOU with the Friends of ROWs and Roads, the Town of Jamestown, Save the Bay and CRMC, when it is finalized. The JTN Friends of ROWs presented their proposal to sign the MOU with CRMC at the December 6, 2021 Town Council Meeting. The Town Council did not agree to sign the MOU, as they had questions about the different roles for each entity signing on to the MOU. The JCC discussed the need to review the CRMC restoration plan for the Hull Street ROW violations-which included clearcutting in the coastal buffer zone- the Town issued a “cease & desist” order and the CRMC will fine the violators and is requiring a restoration plan for the property. The JCC will ask the CRMC to review the Hull Street Restoration plan as it relates to the Hull Street ROW. The JCC discussed the development of JCC proposal to the Town of Jamestown for American Rescue Plan Act (APRA) funding to adapt the Kit Wright trail for accessibility and for maintenance projects at the Conanicut Island Sanctuary Trail (and possibly other trails). The JCC will develop a draft project proposal for the Kit Wright trail adaptation, along with an estimate of costs for materials, equipment, labor.
- B) The JCC continued discussing the possibility of using drone aerial imagery for portions of the Trail map (e.g., Godena Farm and Parker Farm). The JCC discussed looking into purchasing the high-quality aerial photos (with the Town) that will be very useful for display board at events, Earth day, festivals, or Chamber events in Town in the future. Barbara Lundy has been in contact with the professional photographer who has taken amazingly beautiful professional aerial and landscape photos of various trail sites around Jamestown. The JCC needs to discuss these plans with the Town for a possibly acquiring/purchasing these images. JCC members will provide Barbara Lundy with their choice of “top 5” for each site/location (Beavertail, Hull Cove trail, Godena Farm, Parker Farm). There was discussion of also contacting Jamestown resident, Norm Kaplan, about sharing/using his images and photos of trails and ROWs around the island.
- C) Public education: The JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, etc. (Susan Shim Gorelick, JCC) <https://www.cc4es.org/>. The JCC will plan to coordinate a meeting with the other environmental groups working across Jamestown to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.
- D) Harbor Management Commission (G. Souza). No recent updates.
- E) Tree Committee (G. Souza). George Souza reported that the Tree Committee is busy focusing on conducting their tree inventory across the island, which they received a grant to do an island-wide tree inventory, and a grant to do capacity building, and identifying unique trees on the island.
- F) Taylor Point Restoration Association (G. Souza). The TPRA have continued their every other Saturday clean up events (weather dependent) and are busy removing and reducing invasive species (greenbrier) near the black cherry woodlands at Taylor Point. They are also continuing to plant native tree species at Taylor Point.

VII. NEW BUSINESS

- A) The JCC acknowledges how **GRATEFUL** we are for **Jess Wurzbacher**'s time and efforts serving on the JCC these past 3 years- **THANKS, Jess!!!**

B) Next JCC Meeting will be held Tuesday, January 11, 2022 at 6:30 pm.

VIII. ADJOURNMENT

Adjourn – 8:02 PM –Motion to adjourn Barbara Lundy 1st, Jess Wurzbacher 2nd, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, February 8, 2022, 6:30 p.m.

Meeting Minutes

Meeting held on Zoom: Meeting ID: 875 5524 6071

Zoom Meeting Recorded

In attendance: J. Antoniello, B. Lundy, S. Shim Gorelick, A. Kuhn-Hines, Leo Orsi, R. Shein, and G. Souza

- I. **Roll Call and Call to Order: Warm Welcome to Robert Shein-joining the JCC!**
- II. **Approval of Minutes:** Regular Meeting Minutes: December 14, 2021, **Motion to approve Meeting minutes 1st Leo Orsi, 2nd Susan Shim Gorelick, all in favor - motion passed.**

III. OPEN FORUM:

- A) Scheduled request to address: Carol Nelson-Lee and Samira Hakki of the Friends of Jamestown Rights of Ways and Roads updated the JCC on the status of the draft MOU between CRMC, Friends of JTN ROWs, the Town of Jamestown and the JCC. The MOU describes the respective responsibilities of the various entities for implementing the CRMC "Adopt-an-Access" Program for 14 CRMC designated ROWs located on Conanicut Island (mostly in the JTN Shores area). The MOU describes the monthly monitoring and reporting duties that the Friends of JTN ROWs will implement to check the 14 CRMC ROWs for condition, encroachments, trash, erosion, signage, boundary markers, etc. After discussion the JCC voted to send a letter to the Town Council supporting the Friends of JTN ROWs and the MOU with CRMC.
- B) Non-scheduled request to address: None.

IV. CORRESPONDENCE AND BILLS

- A) None received

V. CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW

- A) CRMC: Updated report 2/9/22 on CRMC Rights of Ways (ROWs) across Rhode Island (14 CRMC ROWs on Jamestown) <http://www.crmc.ri.gov/publicaccess.html>
March 2022 calendar: http://www.crmc.ri.gov/calendars/2022_03.html
- B) Reviewed and discussed revised RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act: <https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. Revised Freshwater Wetlands Rules have been finalized and RIDEM has now extended the effective date for the new rules from January 15, 2022, to July 1, 2022. The JCC discussed how the JCC will draft a memo to the Town Council detailing our concerns about the revised wetland regulations as they relate to the JTN Shores. The memo will be the basis for the town to submit a Municipal petition to RIDEM to amend the buffer standard to increase the width of a designated buffer zone protecting the freshwater wetland

resources in the JTN Shores' High Groundwater Table and Impervious Layer Overlay district.

- C) The JCC discussed the CRMC's draft proposals for Narragansett Bay SAMP Aquaculture Working Group, specifically the "New Enhanced Notification Processes for Aquaculture Applications" (Stakeholder Notification: Aquaculture Listserve, and Notification of coastal property owners within 500 ft of any Aquaculture applications); and Aquaculture Application Process (Expanded CRMC Aquaculture Preliminary Determination Process with local scoping sessions, etc.). The JCC agreed that these proposals will improve and enhance communication among the various stakeholders (e.g., nearby waterfront residents, the Town of JTN, the JCC, the aquaculture farmers, etc.) interested in aquaculture applications for siting the farms, maintaining, and renewing leases for aquaculture ventures.

VI. Old Business & Committee Reports:

- B) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: No new official updates to report on the 91 Carr Lane Mixed -Income Development project proposal since the July 7, 2021, JTN Planning Commission Meeting regarding the 91 Carr Lane project proposal (when the Church Community Housing Corporation requested more time to revise the proposal). The Town Administrator (Jamie Hainsworth) said that regarding the Wickford Avenue ROW, the town agreement with the neighbor to the south of Wickford Avenue has been legally finalized and the town will have access to the water (the JCC will follow up on the actual language of the agreement for clarification). The JCC will continue looking into applying for trail grants, and matching grants to support the building of a stairway to access water at Wickford Ave ROW. The JCC discussed that the American Rescue Plan Act (APRA) funding does not cover trails and the funding will not be available to adapt the Kit Wright trail for accessibility. The JCC will develop a draft project proposal for the Kit Wright trail adaptation, along with an estimate of costs for materials, equipment, labor, after receiving technical specification advice from Atlantic Lawn & Garden. The JCC discussed Mackerel Cove dune restoration plans-replanting dune plants this Spring and this Fall 2022- the JCC will get estimates on costs and availability for the various dune plant species. The JCC will discuss dune fencing replacement options at Mackerel Cove with the Town (JCC is requesting more dune-friendly split rail fencing with roping, as opposed to 'snow fencing').
- C) Barbara Lundy reported on the various contacts she had made about the original electronic files (from 2007) for the Conanicut Island Trail maps (e.g., Chris Powell, Mark Baker, Mary Hutchinson, JTN Press). JTN resident, Mark Baker, still had the original files and provided them to Barbara. The JCC discussed that it would be good to have professional graphic designer help on updating, designing, and producing the revised Trail Maps. JTN resident and GIS professional, Mary Hutchinson, has designed trail maps and QR codes for other RI towns-so the JCC decided it would be good to reach out to Mary for expert advice.
- D) Public education: Susan Shim Gorelick presented "Rhody Grows Hope", an innovative "upcycling" program initiated by the Coalition Center for Environmental Sustainability: <https://www.cc4es.org/rhody-grows-hope/> Rhody Grows Hope is a creative container gardening project that inspires and supports growing food for food security, sovereignty, and justice. Susan will be setting up drop-off locations around Jamestown (e.g., JAC) so that islanders can contribute to the project by upcycling food containers to be used for growing vegetables, etc. The JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for

- environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, etc. (Susan Shim Gorelick, JCC) <https://www.cc4es.org/>. The JCC will plan to coordinate a meeting with the other environmental groups working across Jamestown to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.
- E) Harbor Management Commission-George Souza provided an update on the HMC which is overseeing various eelgrass issues related to residential pier expansion applications. Leo Orsi volunteered to eventually start being the JCC liaison to the HMC, as George finishes his third (or more) term on the JCC.
 - F) Tree Committee (G. Souza). George Souza reported that the Tree Committee is busy focusing on conducting their tree inventory across the island, which they received a grant to do an island-wide tree inventory, and a grant to do capacity building, and identifying unique trees on the island. The Tree Committee is also planning to restore/clean up the Town Tree Nursery/Inventory located on a plot next to the Jamestown Community Farm. Barbara Lundy volunteered to eventually start being the JCC liaison to the Tree Committee replacing George.
 - G) Taylor Point Restoration Association (G. Souza). The TPRA have continued their every other Saturday clean up events (weather dependent) and are busy removing and reducing invasive species (greenbrier) near the black cherry woodlands at Taylor Point.

VII. NEW BUSINESS

- A) Leo Orsi updated the JCC on a proposal by Mariner Tower to construct a cell tower on the northwest corner of the Carr Homestead property on Carr Lane. The JCC discussed potential environmental concerns related to the proposed siting of a new Island Cell Tower location. The company proposing the cell tower (Mariner Tower) has not yet submitted any permit applications to the Town yet- the JCC will continue to monitor this proposed project for any environmental concerns.
- B) The JCC discussed appointing a JCC member to act as a liaison to the Gould Island advisory board, an ad hoc committee appointed by the Town to work with the U.S. Army Corps of Engineers to remediate Gould Island beyond the scope of the current congressional authorization. Leo Orsi volunteered to act as the JCC liaison and Rob Shein also expressed an interest and could act as a backup liaison to the Gould Island advisory board for the JCC.

VIII. ADJOURNMENT

Adjourn – 8:39 PM – Motion to adjourn Leo Orsi 1st, Barbara Lundy 2nd, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, April 12, 2022, 6:30 p.m.

Meeting Minutes

In attendance: J. Antoniello, B. Lundy, S. Shim Gorelick, A. Kuhn-Hines, Leo Orsi, R. Shein, and G. Souza

I. Roll Call and Call to Order: 6:45 pm

II. Approval of Minutes: Regular Meeting Minutes: March 8, 2022, **Motion to approve Meeting minutes 1st Barbara Lundy, 2nd Susan Shim Gorelick all in favor - motion passed.**

III. OPEN FORUM:

A) Scheduled request to address: Bob Plain, Jamestown Affordable Housing Committee. Bob Plain spoke to the JCC in support of the 91 Carr Lane (Plat 4, Lot 52) project proposal with Church Community Housing Corporation (CCHC). Bob described the various environmental concerns and how the CCHC has responded to and addressed these environmental concerns with engineered controls such as the denitrification GeoMat septic system, natural groundwater infiltration rain gardens, pervious surface driveways, and locating the septic systems the farthest away from the protected 5.5 acres of wetlands to the south of the 1.35-acre housing lot. Bob Plain also noted that the plans call for the two new affordable housing units include small footprint structures with Zero Energy goals (super-insulated, solar panels). Bob Plain also described how the project proposal is consistent with the JTN Comprehensive plan for water resource protection and affordable housing and that the plan follows the intent of the rural residential zoning ordinance (RR-200) by protecting the sub-divided 5.5 acres of wetlands directly south of the 1.35 acres (Plat 4, Lot 52). Bob Plain also discussed how Jamestown needs to address its affordable housing deficit and that this proposal is one step in fulfilling that objective.

B) Non-scheduled request to address: Town Councilor, Mary Meagher addressed the JCC in support of the 91 Carr Lane (Plat 4, Lot 52) project proposal with CCHC. Mary Meagher noted that the new application with the current plan reduced the number of units from 6 to 3 units on the 1.35 acres. Mary Meagher noted that the proposal includes a plan for building two net Zero Energy affordable housing units with GeoMat advanced denitrification septic systems. Mary Meagher also noted that the town had secured funding from RIDEM for permanent protection of the 5.5 wetland acres which were subdivided from the original 6.9-acre plot sold to the town by the Rafferty family. Mary Meagher mentioned that these affordable housing units would allow families with low-moderate incomes afford to live in Jamestown. Mary Meagher described how the CCHC would be responsible for monitoring the properties and assuring the engineered controls such as the septic systems would be maintained since the land the houses will be on will be leased land- the CCHC would own the land.

IV. CORRESPONDENCE AND BILLS

- A) Letter from Mariner Tower-a reply to email from Leo Orsi-requesting more information about their cell tower application to the Town of Jamestown. Joe Cannon, President of the Jamestown Shores Association (JSA) mentioned that he was interested in learning more about the Mariner Cell Tower proposal.

V. CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW

- A) CRMC: April 2022 calendar: http://www.crmc.ri.gov/calendars/2022_04.html

VI. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: The JCC tabled discussion regarding the 91 Carr Lane project proposal and planned to set a Special Meeting date so that the CCHC could present the project proposal directly to the JCC. The JCC discussed final plans for the Mackerel Cove dune restoration-replanting dune plants on Earth Day weekend (April 23, 2022). The JCC would focus on planting American beachgrass which is available at Cape Cod Organics (Barnstable, MA). The JCC discussed coordination and logistics with the Town Recreation Department on the timing of dune fencing replacement. The JCC discussed reaching out to a variety of volunteer groups across the island to help with the planting on April 23rd (e.g., Conanicut Island Sailing Foundation, Teen Center, Girl Scouts, Taylor Point, etc.). The planting will be on the same day as Earth Day cleanup (April 23, 2022). The JCC will advertise in the JTN Press and on the Clean Ocean Access and Save the Bay event calendars. The JCC discussed the updates on the JTN Friends of ROWs proposal to partner with the CRMC Adopt-An-Access- MOU with CRMC, Town of Jamestown, and the JCC. At the last Town Council meeting the MOU was discussed and the town council and town solicitor decided that more review was necessary-as the JTN Friends of ROWs is not an entity that has been formally recognized or established (e.g., it is not a 501-c entity). The town solicitor is looking into the language of the MOU, and the JTN Friends of ROWs will look into establishing itself as a 501-c3 nonprofit registered with the state or some other formal entity, so that the Town could consider the proposal.
- B) Barbara Lundy reported that there have been no new updates on the discussions she has had with local Jamestown professional graphic designers with GIS skills (Mary Hutchinson and Darcy Magratten) about updating, designing, and producing a revised Conanicut Island Trails Guide (adding in new trails: Godena Farm, Parker Farm, etc.). There was some discussion that the South Pond trail will not be included in the revised trail maps- as it is a very muddy-unmaintained trail and crosses private property. Barbara will continue communicating with these graphic designers to explore options and update the JCC as details develop.
- C) Susan Shim Gorelick update the JCC on the “Rhody Grows Hope” innovative “upcycling” program initiated by the Coalition Center for Environmental Sustainability: <https://www.cc4es.org/rhody-grows-hope/>. Susan reported that the Baptist Church, the JTN Library, the JAC, and McQuades were willing to have drop off bins located at their places to encourage local support and to implement the Rhody Grows Hope container gardening project that inspires and supports growing food for food security, sovereignty, and justice. Susan will continue exploring other convenient drop off locations (CISF, Community Farm, etc.) so that islanders can contribute to the project by upcycling food containers to be used for growing vegetables, etc. Susan is also exploring upcycling old sail material to create drop off containers made from old sail material. The JCC continued discussing the coordination of future initiatives and

- community-wide collaborative coordination for environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, etc. (Susan Shim Gorelick, JCC) <https://www.cc4es.org/>. The JCC will plan to coordinate a meeting with the other environmental groups working across Jamestown to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.
- D) Harbor Management Commission-George Souza and Leo Orsi provided an update on how the HMC is discussing updates (adding/reducing moorings at different locations) to their Harbor Management Plan which is due in 2023 (CRMC/state mandates that management Plans be updated every 5 years).
- E) Tree Committee (G. Souza). George Souza and Barbara Lundy reported that the Tree Committee is planning to continue restoring/cleaning up the Town Tree Nursery/Inventory located on a plot next to the Jamestown Community Farm. Barbara Lundy will continue discussing and coordinating with the Tree committee about the Town Tree trail map that is being developed-to see if the Tree trail will be added to the revised JCC Island Trail Guide.
- F) Taylor Point Restoration Association (G. Souza). The TPRA have continued their every other Saturday clean up events (weather dependent) and are busy removing and reducing invasive species (greenbrier) near the black cherry woodlands at Taylor Point.
- G) Gould Island Restoration- Leo Orsi provided an update on the Army Corp of Engineers (ACOE) restoration on Gould Island- extensive restoration work has been done over the fall/winter/spring-the Army Corp has completed removal of some hazards on Gould Island: Torpedo building, fire station, degaussing station, underground tanks, southern pier facility. The ACOE has collected soil samples around the island and will analyze the data, and plan for a Feasibility Study to conduct additional activities in Fall 2023. The feasibility study will produce options for further activities during 2024.

A) NEW BUSINESS

- A) The next JCC meeting will be Tuesday, May 10, 2022, at 6:30 pm.

B) ADJOURNMENT

Adjourn – 8:10 PM –Motion to adjourn Joyce Antonello 1st, Barbara Lundy 2nd, all in favor-motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, May 10, 2022, 6:30 p.m.

Meeting Minutes

In attendance: J. Antoniello, B. Lundy, S. Shim Gorelick, A. Kuhn-Hines, Leo Orsi, G. Souza
Absent: R. Shein

I. Roll Call and Call to Order: 6:54 pm

II. **Approval of Minutes:** Regular Meeting Minutes: April 12, 2022, **Motion to approve Meeting minutes 1st Barbara Lundy, 2nd Susan Shim Gorelick all in favor - motion passed.** Review of April 19, 2022, Special meeting minutes, after discussion and suggestions to clarify some statements in the minutes for the Special meeting **Motion to approve Meeting minutes 1st George Souza, 2nd Joyce Antoniello, all in favor - motion passed.**

III. OPEN FORUM:

Nothing to report

IV. CORRESPONDENCE AND BILLS

- A) Cape Cod Organics Invoice for \$936 for 8,000 dune grass culms (American beachgrass) for Mackerel Cove dune restoration. Motion to approve payment 1st Barbara Lundy, 2nd Leo Orsi **all in favor - motion passed.**
- B) Earth Day cleanup leaf bags reimbursement to Joyce Antoniello for \$164.50 Motion to approve payment 1st Barbara Lundy, 2nd Susan Shim Gorelick **all in favor - motion passed.**
- C) Dune grass plant pickup at Cape Cod Organics in Barnstable, MA, reimbursement for gas to Anne Kuhn-Hines \$37.67 (162 miles round trip). Motion to approve payment 1st Barbara Lundy, 2nd Leo Orsi **all in favor - motion passed.**

V. CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW

Nothing to report

VI. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship:
 The JCC members discussed draft review comments requested by the JTN Consultant Planner (Ashley Sweet) concerning the 91 Carr Lane project. George Souza noted that the JTN Comprehensive plan explicitly calls for the protection of the sole source drinking water supply watershed, by limiting development in RR-200 zones within the watershed. George noted how the Carr Lane proposal conflicts with the goals of protecting the drinking water supply detailed in the Comprehensive Plan. Susan Shim Gorelick noted the concerns about cumulative impacts especially in the water supply watershed. The JCC members voiced that they wanted the JCC review comments submitted to the Planning Commission to clearly recommend against approval-and to recommend the Affordable Housing committee and the town seek to locate affordable

- housing within the village, where public transportation is available and other amenities-as suggested in the Comprehensive Plan. The JCC reviewed how the 2022 Earth Day Cleanup went and how to improve on the event in the future. Joyce Antonello reported that Island Rubbish said it was 0.2 tons of trash- which is lower than the usual Earth Day collection. The JCC noted that participation was low this year- not many volunteers picked up the free leaf bags (lots left over)-Joyce suggested reaching out to the schools to see if there are any community service ideas- to encourage students to get more involved in the planning and implementing of projects for Earth Day. Barbara Lundy noted that Earth Day events in general are not as well attended and suggested that the JCC think about hosting a town-wide Environmental Fair with other environmental groups working across the island (Taylor Point, CISF, Tree Committee, etc.) and suggested holding it in June- instead of Earth Day weekend- since the schools are usually on Spring break during Earth Day week. The JCC will explore these ideas and maybe plan something different for next year.
- A) Barbara Lundy volunteered to oversee the Trail Map distribution boxes- verifying their locations and replenishing the boxes. Leo will take care of the Beavertail Trail Map box. Barbara reported that there have been no new updates on the discussions she has had with local Jamestown professional graphic designers with GIS skills (Mary Hutchinson and Darcy Magratten) about updating, designing, and producing a revised Conanicut Island Trails Guide (adding in new trails: Godena Farm, Parker Farm, etc.). Barbara mentioned that the designers would like to develop/design digital maps for an online presence as well as the revised paper maps. Barbara will continue communicating with these graphic designers to explore options and update the JCC as details develop.
- B) Susan Shim Gorelick update the JCC on the “Rhody Grows Hope” innovative “upcycling” program initiated by the Coalition Center for Environmental Sustainability: <https://www.cc4es.org/rhody-grows-hope/>. Susan reported that the Baptist Church, the JTN Library, the JAC, McQuades and CISF were willing to have drop off bins located at their places to encourage local support and to implement the Rhody Grows Hope container gardening project that inspires and supports growing food for food security, sovereignty, and justice. Susan is still trying to source old sail material to create drop off containers made from old sail material. Susan mentioned that the Blackstone River Valley was celebrating the 50-year anniversary of the ZAP (Zero Away Pollution) program-lots of events planned <https://www.zaptheblackstone.com/timeline/> The JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, etc. (Susan Shim Gorelick, JCC) <https://www.cc4es.org/>. The JCC will plan to coordinate a meeting with the other environmental groups working across Jamestown to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.
- C) Harbor Management Commission-George Souza and Leo Orsi provided an update on how the HMC is discussing updates (adding/reducing moorings at different locations) to their Harbor Management Plan which is due in 2023 (CRMC/state mandates that management Plans be updated every 5 years). The HMC approved the transfer of 150 moorings from Conanicut Marina to TPG-the new owners of the marina.
- D) Tree Committee (G. Souza). George Souza and Barbara Lundy reported that the Tree Committee is planning for Arbor Day and continuing to restore/clean up the Town Tree

Nursery/Inventory located on a plot next to the Jamestown Community Farm. Barbara Lundy will continue discussing and coordinating with the Tree committee about the Town Tree trail map that is being developed-to see if the Tree trail will be added to the revised JCC Island Trail Guide.

- E) Taylor Point Restoration Association (G. Souza). The TPRA have continued their every other Saturday clean up events (weather dependent) and are busy removing and reducing invasive species (greenbrier) near the black cherry woodlands at Taylor Point.
- F) Gould Island Restoration- Leo Orsi reported there were no new updates since the last update on the Army Corp of Engineers (ACOE) restoration on Gould Island- extensive restoration work has been done over the fall/winter/spring-the Army Corp has completed removal of some hazards on Gould Island: Torpedo building, fire station, degaussing station, underground tanks, southern pier facility. The ACOE has collected soil samples around the island and will analyze the data, and plan for a Feasibility Study to conduct additional activities in Fall 2023. The feasibility study will produce options for further activities during 2024.

A) NEW BUSINESS

- A) The next JCC meeting will be Monday, May 16, 2022, Special Meeting with Church Community Housing Corporation at 5:30 pm.

B) ADJOURNMENT

Adjourn – 8:34 PM –Motion to adjourn George Souza 1st, Barbara Lundy 2nd, all in favor-motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, June 14, 2022, 6:30 p.m.

Meeting Minutes

In attendance: J. Antoniello, B. Lundy, S. Shim Gorelick, A. Kuhn-Hines, Leo Orsi, G. Souza
Absent: R. Shein

I. Roll Call and Call to Order: 6:45 pm

II. **Approval of Minutes:** Regular Meeting Minutes: May 10, 2022, **Motion to approve Meeting minutes 1st Joyce Antoniello, 2nd Susan Shim Gorelick all in favor - motion passed.** Review of May 16, 2022, Special meeting minutes, after discussion and suggestions to clarify some statements in the minutes for the Special meeting **Motion to approve Meeting minutes 1st George Souza, 2nd Joyce Antoniello, all in favor - motion passed.**

III. OPEN FORUM:

Eagle Scout Candidate, Kyle Pierce, presentation on restoring the viewing platform at Conanicut Island Sanctuary Trail. Kyle gave a very detailed and comprehensive overview and description of his Eagle Scout project to replace a marsh viewing platform that had been built in the 1980s. Kyle described the three major parts of the project: the platform itself; the ramp and the guard rails. Kyle provided a very detailed and complete list of materials (composite decking, stainless steel screws, etc.) and tools (power saw, drills, safety goggles, carts and wagons). Kyle will provide pictures to the JCC when the project is completed.

IV. CORRESPONDENCE AND BILLS

V. CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW

Nothing to report

VI. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Barbara Lundy continued monitoring and overseeing the Trail Map distribution boxes- verifying their locations and replenishing the boxes. Leo will continue to take care of the Beavertail Trail Map box. Barbara reported that there have been no new updates on the discussions she has had with local Jamestown professional graphic designers with GIS skills (Mary Hutchinson and Darcy Magratten) about updating, designing, and producing a revised Conanicut Island Trails Guide (adding in new trails: Godena Farm, Parker Farm, etc.). Barbara mentioned that the designers would like to develop/design digital maps for an online presence as well as the revised paper maps. Barbara will continue communicating with these graphic designers to explore options and update the JCC as details develop.
- B) Susan Shim Gorelick update the JCC on the “Rhody Grows Hope” innovative “upcycling” program initiated by the Coalition Center for Environmental Sustainability: <https://www.cc4es.org/rhody-grows-hope/>. Susan is still trying to source old sail material to create drop off containers made from old sail material. Susan mentioned that the Blackstone River Valley was celebrating the 50-year

anniversary of the ZAP (Zero Away Pollution) program-lots of events planned <https://www.zaptheblackstone.com/timeline/> The JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, etc. (Susan Shim Gorelick, JCC) <https://www.cc4es.org/>. The JCC will plan to coordinate a meeting with town council members and the other environmental groups working across Jamestown to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.

- C) Harbor Management Commission- Leo Orsi reported that there were no new updates.
- D) Tree Committee-Barbara Lundy will continue discussing and coordinating with the Tree committee about the Town Tree trail map that is being developed-to see if the Tree trail will be added to the revised JCC Island Trail Guide.
- E) Taylor Point Restoration Association (G. Souza). The TPRA have continued their every other Saturday clean up events (weather dependent) and are busy removing and reducing invasive species (greenbrier) near the black cherry woodlands at Taylor Point.
- F) Gould Island Restoration- Leo Orsi reported there were no new updates since the last update on the Army Corp of Engineers (ACOE) restoration on Gould Island- extensive restoration work has been done over the fall/winter/spring-the Army Corp has completed removal of some hazards on Gould Island: Torpedo building, fire station, degaussing station, underground tanks, southern pier facility. The ACOE has collected soil samples around the island and will analyze the data, and plan for a Feasibility Study to conduct additional activities in Fall 2023. The feasibility study will produce options for further activities during 2024.
- G) Jamestown Affordable Housing Committee- JCC Liaison-Susan Shim Gorelick will be in touch with Bob Plain of the JAHC.

A) NEW BUSINESS

- A) The next JCC meeting will be Tuesday, July 12, 2022, at 6:30 pm.

B) ADJOURNMENT

Adjourn – 7:35 PM –Motion to adjourn George Souza 1st, Barbara Lundy 2nd, all in favor-motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, September 13, 2022, 6:30 p.m.

Meeting Minutes

In attendance: J. Antoniello, B. Lundy, S. Shim Gorelick, A. Kuhn-Hines, R. Shein, G. Souza
Absent: Leo Orsi

I. Roll Call and Call to Order: 6:35 pm

II. Approval of Minutes: Regular Meeting Minutes: June 14, 2022, **Motion to approve Meeting minutes 1st Susan Shim Gorelick, 2nd George Souza, all in favor - motion passed.**

III. OPEN FORUM:

- A) Eagle Scout Candidate, Alex Rutherford, presented his plans for an Eagle Scout project at Conanicut Island Sanctuary Trail. Alex gave a very detailed and comprehensive overview and description of his Eagle Scout project to construct two boardwalks: an 18' and 20' boardwalk. Alex's Eagle Scout project will also include demolition of the old boardwalk. Alex described the major parts of the project: the demolition of the existing boardwalk; and the construction of the two new boardwalks. Alex provided a very detailed and complete list of materials (composite decking, stainless steel screws, etc.) and tools (power saw, drills, safety goggles, carts and wagons), and a timeline for the completion of the project. Alex will provide pictures to the JCC when the project is completed.
- B) Jamestown Affordable Housing Committee representatives, Bob Plain and Quaker Case, gave a presentation and led a discussion on Accessory Dwelling Units (ADUs) as an environmentally friendly way to develop new housing within already developed areas, and potentially increase "affordable" housing in Jamestown. Jamestown currently allows ADUs for family members and for deed restricted affordable housing, but a new state law says towns can't discriminate on who can live in an ADU. The JTN affordable Housing Committee is proposing to the JTN Planning Commission that Jamestown adopt the expansion of the definition for Affordable Dwelling Units - beyond just for family members and deed-restricted affordable housing, but also for "market-rate" rentals. A new state law states that towns can't discriminate on who can live in an ADU: <https://www.rilegislature.gov/pressrelease/layouts/RIL.PressRelease.ListStructure/Forms/DisplayForm.aspx?List=c8baae31%2D3c10%2D431c%2D8ded%2D9dbbe21ce3e9&ID=372716&Web=2bab1515%2D0dcc%2D4176%2Da2f8%2D8d4beebdf488#>. The JCC asked many questions regarding the economics of ADUs actually providing affordable housing options. The JCC was skeptical that expanding the definition of ADUs beyond family members in Jamestown would actually increase affordable housing options. Much of the discussion centered around the merits and potential for ADUs providing affordable housing in Jamestown, however, given the real estate prices in Jamestown the majority of JCC members believe that ADUs would not appreciably increase affordable housing options for Jamestown. Additionally, the JCC noted that this issue was outside of the JCC's purview-and acknowledged that the ADU issue remains under the Planning Commission's purview.

IV. CORRESPONDENCE AND BILLS

- A) Blue Moon Perennial Farm invoice for \$699.50 for 92 one-gallon plants (bitter panicgrass: *Panicum amarum* and coastal bluestem: *Schizachyrum scoparium*) for Mackerel Cove dune restoration planting: **Motion to approve 1st George Souza, 2nd Barbara Lundy, all in favor - motion passed.**

V. CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW

- A) CRMC public notice for a modification to an existing aquaculture site in Dutch Harbor: Adam Silkes d/b/a AT Marine (Aquaculture permit # 90) operating at this site since 2013- the modification is to add sugar kelp (*Laminaria saccharina*) to the existing species (oysters, mussels) grown at the site-requires no gear modification or additions-no visual impact. The sugar kelp will be grown from late Fall to late Spring. The JCC discussed how this kind of seaweed aquaculture is a “win-win” for the environment, the increasing demand for the seaweed market, and poses no conflicts with recreational and commercial activities since the aquaculture operation will only be active from late Fall to late Spring (and all gear removed in late Spring).

VI. Old Business & Committee Reports:

A) No updates on Trail Grant applications for upgrading and adapting the Kit Wright trail, as there has been no new announcements from RI DEM or other granting sources with funding available. The JCC will keep searching for trail grant funding opportunities.

B) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Barbara Lundy continued monitoring and overseeing the Trail Map distribution boxes-verifying their locations, replenishing the boxes and depositing trail map sale money to Town Hall. Leo Orsi continues to take care of the Beavertail Trail Map box. Barbara reported that work is progressing with local Jamestown professional graphic designers with GIS skills (Mary Hutchinson and Darcy Magratten) about updating, designing, and producing a revised Conanicut Island Trails Guide (adding in new trails: Godena Farm, Parker Farm, etc.). Barbara reported that Jim Turenne and his son Ben Turenne have been provided tremendous support to the JCC, by using GPS to accurately geolocate all of the trails-this precise geographic information will be integrated into the GIS for the Trail Map redesign. Barbara also mentioned that the designers would eventually like to develop/design digital maps for an online presence as well as the revised paper maps. Barbara will continue communicating with these graphic designers to explore options and update the JCC as details develop.

C) The JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, etc. (Susan Shim Gorelick, JCC) <https://www.cc4es.org/>. The JCC will plan to coordinate a meeting with town council members and the other environmental groups working across Jamestown to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.

D) Harbor Management Commission- no new updates.

E) Tree Committee-Barbara Lundy will continue discussing and coordinating with the Tree committee about the Town Tree trail map that is being developed-to see if the Tree trail will be added to the revised JCC Island Trail Guide.

F) Taylor Point Restoration Association (G. Souza). The TPRA have continued their every other Saturday clean up events (weather dependent) and are busy removing and

reducing invasive species (greenbrier) near the black cherry woodlands at Taylor Point.

G) Gould Island Restoration- no new updates since the last update on the Army Corp of Engineers (ACOE) restoration on Gould Island- extensive restoration work has been done over the fall/winter/spring-the Army Corp has completed removal of some hazards on Gould Island: Torpedo building, fire station, degaussing station, underground tanks, southern pier facility. The ACOE has collected soil samples around the island and will analyze the data, and plan for a Feasibility Study to conduct additional activities in Fall 2023. The feasibility study will produce options for further activities during 2024.

A) NEW BUSINESS

- A) Appointed JCC liaison to the Jamestown Bike Path Committee: Joyce Antoniello, Motion to approve 1st Anne Kuhn-Hines, 2nd Susan Shim Gorelick, all in favor, motion passed.
- B) Appointed JCC Liaison to the Jamestown Affordable Housing Committee: Susan Shim-Gorelick. D Motion to approve 1st Joyce Antoniello, 2nd Barbara Lundy, all in favor, motion passed.
- C) The next JCC meeting will be Tuesday, November 8, 2022, at 6:30 pm.

B) ADJOURNMENT

Adjourn – 8:20 PM –Motion to adjourn George Souza 1st, Susan Shim Gorelick 2nd, all in favor-motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, November 8, 2022, 6:30 p.m.

Meeting Minutes

In attendance: J. Antoniello, B. Lundy, S. Shim Gorelick, A. Kuhn-Hines, L. Orsi, R. Shein. G. Souza

I. Roll Call and Call to Order: 6:35 pm

II. Approval of Minutes: Regular Meeting Minutes: September 13, 2022, **Motion to approve Meeting minutes 1st George Souza, 2nd Joyce Antoniello, all in favor - motion passed.**

III. OPEN FORUM:

- A) Scheduled Requests to Address: None
- B) Non-scheduled Requests to Address: None

IV. CORRESPONDENCE AND BILLS

None

V. CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW

November 2022 CRMC Calendar

http://www.crmc.ri.gov/calendars/2022_11.html

VI. Old Business & Committee Reports:

A) Rights of Way/Parks/Greenways & Public Access: No updates on Trail Grant applications for upgrading and adapting the Kit Wright trail, as there has been no new announcements from RI DEM or other granting sources with funding available. The JCC will keep searching for trail grant funding opportunities. No update on Hull Cove Trail construction-town planning to do the construction. Hull Street ROW: the town has completed the planting, added loam, and installed large boulders to block vehicles (according to the CRMC restoration plan). The town will be installing fencing and posting CRMC ROW signs. The town will be billing the abutters who were in violation-encroaching on the ROW. Spindrift ROW: the town has obtained a CRMC permit to clear the trail and overgrown brush, adding woodchips and installing a fence post and signage. The abutter has removed the pergola structure that was encroaching onto the ROW.

B) Land Protection and Stewardship: Barbara Lundy continued monitoring and overseeing the Trail Map distribution boxes- and depositing trail map sale money to Town Hall. Leo Orsi continues to take care of the Beavertail Trail Map box. Barbara reported that work is progressing with local Jamestown professional graphic designers with GIS skills on updating, designing, and producing a revised Conanicut Island Trails Guide (adding in new trails: Godena Farm, Parker Farm, etc.). Barbara reported that Jim Turenne and his son Ben Turenne have provided tremendous support to the JCC, by using GPS to accurately geolocate all of the trails-this precise geographic information will be integrated into the GIS for the Trail Map redesign. Barbara also mentioned that the designers would eventually like to develop/design digital maps for an online presence as well as the revised paper maps. Barbara will continue

communicating with these graphic designers to explore options and update the JCC as details develop.

C) **Public Education:** Earth Day 2023- revisioning Earth Day: The JCC discussed the idea of hosting an “Earth Day Fair” on Saturday, April 22, 2023, from 10 AM – 2 PM at the Recreation Center in Jamestown. This fair would be set up with separate tables or booths for each organization (Sustainable Jamestown, Land Trust, Taylor Point, CISF, Tree Committee, Bike Path Committee, JTN Science Teachers, JAC, Clean Ocean Access, Save the Bay, Farm Fresh RI, Black Earth Composting, etc.) to display information about their organization and how it is helping the environment (focusing mainly on Jamestown). The JCC will start contacting the other environmental groups across JTN-with a letter inviting their respective organizations, to get an idea of interest in participating.

D) The JCC also continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, <https://www.cc4es.org/> etc. The JCC will coordinate a meeting with town council members and the other environmental groups working across Jamestown to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.

E) Harbor Management Commission- no new updates.

F) Tree Committee- the Tree committee held a very successful guided walking tour with their new Town Tree trail maps (available for sale at Windmist Farm) Barbara Lundy will see if the Tree trail will be added to the revised JCC Island Trail Guide.

G) Taylor Point Restoration Association have continued their every other Saturday clean up events (weather dependent) and are busy removing and reducing invasive species (greenbrier) near the black cherry woodlands at Taylor Point.

H) Gould Island Restoration- no new updates since the last update on the Army Corp of Engineers (ACOE) restoration on Gould Island- extensive restoration work has been done over the fall/winter/spring-the Army Corp has completed removal of some hazards on Gould Island: Torpedo building, fire station, degaussing station, underground tanks, southern pier facility. The ACOE has collected soil samples around the island and will analyze the data, and plan for a Feasibility Study to conduct additional activities in Fall 2023. The feasibility study will produce options for further activities during 2024.

I) Jamestown Affordable Housing Committee- no new updates

J) Jamestown Bike Path Committee-they will be researching how bike safety will be incorporated to the North Road upgrades planned by the state DOT- no other new updates.

A) NEW BUSINESS

A) The next JCC meeting will be Tuesday, December 13, 2022, at 6:30 pm.

B) ADJOURNMENT

Adjourn – 8:00 PM –Motion to adjourn Leo Orsi 1st, Susan Shim Gorelick 2nd, all in favor-motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, December 13, 2022, 7:00 p.m.

Meeting Minutes

In attendance: J. Antonello, B. Lundy, S. Shim Gorelick, A. Kuhn-Hines, G. Souza

Absent: L. Orsi, R. Shein,

I. Roll Call and Call to Order: 7:15 pm

II. Approval of Minutes: Regular Meeting Minutes: November 8, 2022, **Motion to approve Meeting minutes 1st Barbara Lundy, 2nd Joyce Antonello, all in favor - motion passed.**

III. OPEN FORUM:

- A) Scheduled Requests to Address: None
- B) Non-scheduled Requests to Address: None

IV. CORRESPONDENCE AND BILLS

- A) Trail Map GIS mapping invoice-No invoice submitted yet
- B) Invoice for field clearing-maintenance at Conanicut Island Sanctuary Trail, did not have actual invoice so table until next month (January 10, 2023, meeting). Trail Steward for the Conanicut Island Sanctuary Trail, Chris Powell, will discuss setting up a standard price for maintenance clearing.

V. CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW

November 2022 CRMC Calendar

http://www.crmc.ri.gov/calendars/2022_11.html

VI. Old Business & Committee Reports:

A) **Rights of Way/Parks/Greenways & Public Access:** No updates on Trail Grant applications for upgrading and adapting the Kit Wright trail, as there has been no new announcements from RI DEM or other granting sources with funding available. The JCC will keep searching for trail grant funding opportunities. No update on Hull Cove Trail construction-town planning (possibly the Recreation Department working with the Public Works department) to do the construction, hopefully starting soon. Hull Street ROW: the town has completed the planting, added loam, and installed large boulders to block vehicles (according to the CRMC restoration plan). The town will be installing fencing and posting CRMC ROW signs. The town will be billing the abutters who were in violation-encroaching on the ROW. Spindrift ROW: the town has obtained a CRMC permit to clear the trail and overgrown brush, adding woodchips and installing a fence post and signage. The abutter has removed the pergola structure that was encroaching onto the ROW.

B) **Land Protection and Stewardship:** Barbara Lundy reported that work is progressing with local Jamestown professional graphic designers with GIS skills on updating, designing, and producing a revised Conanicut Island Trails Guide (adding in new trails: Godena Farm, Parker Farm, etc.). Barbara reported that Jim Turenne and his son Ben Turenne have provided tremendous support to the JCC, by using GPS to accurately geolocate all the trails-this precise geographic information will be

integrated into the GIS for the Trail Map redesign. Barbara will continue communicating with these graphic designers to develop final drafts for JCC review and update the JCC as details develop.

C) **Public Education:** Earth Day 2023- revisioning Earth Day: The JCC discussed the idea of hosting an “Earth Day Fair” on Saturday, April 22, 2023, from 10 AM – 2 PM at the Recreation Center in Jamestown. This fair would be set up with separate tables or booths for each organization (Sustainable Jamestown, Land Trust, Taylor Point, CISF, Tree Committee, JTN Bee Pollinator group, JTN Bike Path Committee, JTN Science Teachers, JAC, Clean Ocean Access, Save the Bay, RI Audubon, Teen Litter Team, Farm Fresh RI, Black Earth Composting, etc.) to display information about their organization and how it is helping the environment (focusing mainly on Jamestown). Barbara Lundy reported that she has been getting some positive responses for groups interested in participating.

D) **Cross-Jamestown Collaboration:** The JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, <https://www.cc4es.org/> etc. The JCC will coordinate a meeting with town council members and the other environmental groups working across Jamestown as soon as possible to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.

E) **Harbor Management Commission-** no new updates.

F) **Tree Committee-** the new Tree committee trail maps are available for sale at Windmist Farm. Barbara Lundy will see if the Tree trail will be added to the revised JCC Island Trail Guide.

G) **Gould Island Restoration-** no new updates

I) **Jamestown Affordable Housing Committee-** no new updates-need to have Susan Shim Gorelick as the JCC liaison notified of any upcoming meetings

J) **Jamestown Bike Path Committee-**will be researching how bike safety will be incorporated to the North Road upgrades planned by the state DOT- no other new updates.

A) NEW BUSINESS

- A) Retirement of George Souza from the JCC after 10 years of exceptional, dedicated, and passionate service to the JCC. Sincerest Gratitude for all of George’s years of service!! Congratulations-Onwards and Upwards to George!! George will be sorely missed!!
- B) The next JCC meeting will be Tuesday, January 10, 2023, at 6:30 pm.

B) ADJOURNMENT

Adjourn –7:50 PM –Motion to adjourn Barbara Lundy 1st, Susan Shim Gorelick 2nd, all in favor-motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, February 21, 2023, 7:00 p.m.

Meeting Minutes

In attendance: J. Antonello, R. Laman, B. Lundy, A. Kuhn-Hines, L. Orsi

Absent: S. Shim-Gorelick, R. Shein,

I. Roll Call and Call to Order: 6:35 pm

Warm Welcome to Robert Laman to the Jamestown Conservation Commission!!!

II. Approval of Minutes: Regular Meeting Minutes: December 13, 2022, **Motion to approve Meeting minutes 1st Barbara Lundy, 2nd Joyce Antonello, all in favor - motion passed.**

III. OPEN FORUM:

- A) Scheduled Requests to Address: None
- B) Non-scheduled Requests to Address: None

IV. CORRESPONDENCE AND BILLS

- A) Trail Map GIS mapping invoice-No invoice submitted yet
- B) \$685 Invoice for field clearing-habitat maintenance at Conanicut Island Sanctuary Trail: from M.P. Dutton: **Motion to approve Meeting minutes 1st Barbara Lundy, 2nd Joyce Antonello, all in favor - motion passed.**

V. CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW

Reviewed February 2023 CRMC Calendar for any JCC relevant issues

http://www.crmc.ri.gov/calendars/2023_02.html

VI. Old Business & Committee Reports:

A) **Rights of Way/Parks/Greenways & Public Access:** No updates on Trail Grant applications for upgrading and adapting the Kit Wright trail, as there has been no new announcements from RI DEM or other granting sources with funding available. The JCC will keep searching for trail grant funding opportunities. No update on Hull Cove Trail construction-town planning (possibly the Recreation Department working with the Public Works department) to do the construction, hopefully starting soon. No updates on the Town's plans for rebuilding/restoring Mackerel Cove dunes after recent December 2022 storm. The JCC discussed how we will develop a draft list of JCC ongoing projects/issues to discuss with the new Town Administrator (Ed Mello) and the Town new building inspector (Peter Medeiros). A. Kuhn-Hines will develop draft list.

B) **Land Protection and Stewardship:** Barbara Lundy reported that work is progressing with local Jamestown professional graphic designers with GIS skills on updating, designing, and producing a revised Conanicut Island Trails Guide (adding in new trails: Godena Farm, Parker Farm, etc.). Barbara will continue communicating with these graphic designers to develop final drafts for JCC review and update the JCC as details develop. Bob Laman volunteered to help out with keeping track of and replenishing the Trail Map boxes once the JCC has printed the new Trail Maps.

C) Public Education: Earth Day 2023- revisioning Earth Day: Barbara Lundy led discussion about the details for hosting JCC's "Earth Day Fair" on Saturday, April 22, 2023, from 10 AM – 2 PM at the Recreation Center in Jamestown. This fair will be set up with separate tables or booths for each organization (Sustainable Jamestown, Land Trust, Taylor Point, CISF, Tree Committee, JTN Bee Pollinator group, JTN Bike Path Committee, JTN Science Teachers, JAC, Clean Ocean Access, Save the Bay, RI Audubon, Teen Litter Team, Farm Fresh RI, Black Earth Composting, etc.) to display information about their organization and how it is helping the environment (focusing mainly on Jamestown). Barbara Lundy reported that she has been getting many positive responses for groups interested in participating.

D) Cross-Jamestown Collaboration: No new updates on any progress coordinating future initiatives and community-wide collaborative coordination for environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, <https://www.cc4es.org/> etc. The JCC will use the Environmental Earth Day fair to connect and discuss community-wide collaboration with the other JTN environmental groups and then try to coordinate a meeting with town council members and the other environmental groups working across Jamestown as soon as possible to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.

E) Harbor Management Commission- Bob Laman will be the new JCC Liaison to the HMC.

F) Tree Committee- Barbara Lundy reports that the Tree Committee is very active planning their participation for the Earth Day Environmental Fair, and replanting/replenishing the JTN Tree nursery at the Community farm.

G) Gould Island Restoration- no new updates

I) Jamestown Affordable Housing Committee- no new updates-

J) Jamestown Bike Path Committee-will be researching how bike safety and Bike Path will be incorporated to the North Road upgrades planned by the state DOT- no other new updates.

A) NEW BUSINESS

A) The next JCC meeting will be Tuesday, March 14, 2023, at 7:00 pm.

B) ADJOURNMENT

Adjourn –8:15 PM –Motion to adjourn Joyce Antonello 1st, Barbara Lundy 2nd, all in favor-motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, March 14, 2023, 7:00 p.m.

Meeting Minutes

In attendance: R. Laman, B. Lundy, A. Kuhn-Hines, L. Orsi, S. Shim-Gorelick

Absent: R. Shein, J. Antonello

- I. **Roll Call and Call to Order: 7:05 pm**
- II. **Approval of Minutes:** Regular Meeting Minutes: February 21, 2023, **Motion to approve Meeting minutes 1st Leo Orsi, 2nd Susan Shim-Gorelick, all in favor - motion passed.**
- III. **OPEN FORUM:**
 - A) Scheduled Requests to Address: None
 - B) Non-scheduled Requests to Address: None
- IV. **CORRESPONDENCE AND BILLS**
 - A) Trail Map GIS mapping invoice-No invoice submitted yet
 - B) Discussed printing options and costs for Earth Day Fair banner/posters; JTN Press ads to advertise Earth Day Fair.
- V. **CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW**

Reviewed March 2023 CRMC Calendar for any JCC relevant issues

http://www.crmc.ri.gov/calendars/2023_03.html

- VI. **Old Business & Committee Reports:**
 - A) **Rights of Way/Parks/Greenways & Public Access:** No updates on Trail Grant applications for upgrading and adapting the Kit Wright trail, as there has been no new announcements from RI DEM or other granting sources with funding available. The JCC will keep searching for trail grant funding opportunities. No update on Hull Cove Trail construction-town planning (possibly the Recreation Department working with the Public Works department) to do the construction, hopefully starting soon. No updates on the Town's plans for rebuilding/restoring Mackerel Cove dunes after recent December 2022 storm. The JCC discussed a list of JCC ongoing projects/issues to discuss with the new Town Administrator (Ed Mello) and the Town new building inspector (Peter Medeiros).
 - B) **Land Protection and Stewardship:** Barbara Lundy reported that work is progressing with local Jamestown professional graphic designers with GIS skills on updating, designing, and producing a revised Conanicut Island Trails Guide (adding in new trails: Godena Farm, Parker Farm, etc.). Barbara will continue communicating with these graphic designers to develop final drafts for JCC review and update the JCC as details develop. Bob Laman has volunteered to help out with keeping track of and replenishing the Trail Map boxes once the JCC has printed the new Trail Maps. We will need to make more Trail Map boxes to distribute across town and discuss new trail map price (possibly \$2). Barbara Lundy will explore printing costs with a couple of printing companies-and the JCC will then discuss how many to order and financing from the Town for printing costs.

C) Public Education: Earth Day 2023- revisioning Earth Day: Barbara Lundy led discussion about the details for hosting JCC's "Earth Day Fair" on Saturday, April 22, 2023, from 10 AM – 2 PM at the Recreation Center in Jamestown. This fair will be set up with separate tables or booths for each organization (Sustainable Jamestown, Land Trust, Taylor Point, CISF, Coalition Center for Environmental Sustainability (c4es), Tree Committee, JTN Bee Pollinator group, JTN Bike Path Committee, JTN Science Teachers, JAC, Clean Ocean Access, Save the Bay, RI Audubon, Teen Litter Team, Farm Fresh RI, Black Earth Composting, etc.) to display information about their organization and how it is helping the environment (focusing mainly on Jamestown). Barbara Lundy reported that she has been getting many positive responses for groups interested in participating.

D) Cross-Jamestown Collaboration: No new updates on any progress coordinating future initiatives and community-wide collaborative coordination for environmental education with other JTN groups: e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, JTN Friends of ROWs, <https://www.cc4es.org/> etc. The JCC will use the Environmental Earth Day fair to connect and discuss community-wide collaboration with the other JTN environmental groups and then try to coordinate a meeting with town council members and the other environmental groups working across Jamestown as soon as possible to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.

E) Harbor Management Commission- Bob Laman reported back on the hours long HMC meeting that was well attended by the public concerning the Conanicut Marina Ferry dockage issue with the Town. The Town and Conanicut Marina agreed to enter into mediation to work on resolving the conflicts.

F) Tree Committee- Barbara Lundy reports that the Tree Committee is very active planning for their participation for the Earth Day Environmental Fair, and replanting/replenishing the JTN Tree nursery at the Community farm. The tree committee has been dealing with some tree issues concerning the Historical Society Museum and other tree issues at the Spindrift ROW-which should be under CRMC jurisdiction.

G) Gould Island Restoration- no new updates

I) Jamestown Affordable Housing Committee- no new updates-

J) Jamestown Bike Path Committee-will be researching how bike safety and Bike Path will be incorporated to the North Road upgrades planned by the state DOT- no other new updates.

A) NEW BUSINESS

A) The next JCC meeting will be Tuesday, April 11, 2023, at 7:00 pm.

B) Bob Laman mentioned that there is a brother and sister Eagle Scout/Environmental senior project in the planning stages for developing Interpretative Educational materials about the habitat at the Conanicut Island Sanctuary Trail.

C) ADJOURNMENT

Adjourn –**8:10 PM –Motion to adjourn Leo Orsi 1st, Barbara Lundy 2nd, all in favor- motion passed**

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, May 9, 2023, 7:00 p.m.

Meeting Minutes

In attendance: J. Antonietto, R. Laman, B. Lundy, A. Kuhn-Hines, S. Shim-Gorelick

Absent: R. Shein, L. Orsi

- I. **Roll Call and Call to Order: 7:04 pm**
- II. **Approval of Minutes:** Regular Meeting Minutes: March 14, 2023, **Motion to approve Meeting minutes 1st Joyce Antonietto, 2nd Barbara Lundy, all in favor - motion passed.**
- III. **OPEN FORUM:**
 - A) Scheduled Requests to Address: None Scheduled
 - B) Non-scheduled Requests to Address: None
- IV. **CORRESPONDENCE AND BILLS**
 - A) **Motion to approve reimbursement for Earth Day Fair printing costs to Anne Kuhn-Hines for \$154.08 (Staples bill), 1st Barbara Lundy, 2nd Joyce Antonietto, all in favor - motion passed.**

V. **CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW**

Reviewed May 2023 CRMC Calendar for any JCC relevant issues

http://www.crmc.ri.gov/calendars/2023_05.html

Bob Laman discussed how the Harbor Management Commission is updating and renewing their 5-year Harbor Management plan that will be reviewed by and submitted to CRMC. Bob Laman will review drafts of the updated Harbor Management Plan and report back to JCC with summary/overview of changes for JCC review before submittal to CRMC.

VI. **Old Business & Committee Reports:**

A) **Rights of Way/Parks/Greenways & Public Access:** No updates on Trail Grant applications for upgrading and adapting the Kit Wright trail, as there has been no new announcements from RI DEM or other granting sources with funding available. The JCC will keep searching for trail grant funding opportunities. The JCC discussed how the recreation department is installing a split rail fence on the parking lot side at Mackerel Cove-and will coordinate dune planting in May with the JCC (possibly May 20th weekend)-the town will provide funding for the purchase of dune plants-and the JCC will install and oversee the dune planting and restoration. If planting is not feasible this Spring (gets too late in season for planting) then the JCC will plant beachgrass in the fall. The JCC discussed long-term plans for planting American beach grass (*Ammophila breviligulata*) at the JTN Community Farm for sustainable annual dune replenishment at Mackerel Cove and other sites across the island. Susan Shim-Gorelick volunteered to explore this option with the JTN Community farm and research methods for the establishment of American beach grass (and possibly other dune plants in the future) at the JTN Community farm.

B) Land Protection and Stewardship: Barbara Lundy reported that work is progressing with local Jamestown professional graphic designers with GIS skills on updating, designing, and producing a revised Conanicut Island Trails Guide. Barbara Lundy will explore printing costs with a couple of printing companies-and the JCC will then discuss how many to order and explore financing from the Town for printing costs.

C) Public Education: Earth Day 2023- Debrief on participant feedback-responses for JCC hosted Earth Day Fair 2023 (B. Lundy). The inaugural Earth Day Fair was a resounding success-there was a lot of discussion about new ideas to add for the Earth Day Fair going forward: more public education from groups like Save the Bay, Clean Ocean Access on issues like Microplastics, Public Access to beaches/coastline, strengthening coastal resiliency. Also, other ideas included more hands-on activities for kids, more involvement from the JTN schools, North Kingstown, and Narragansett High schools.

D) Cross-Jamestown Collaboration: The JCC will use the Environmental Earth Day fair to continue to connect and kickstart communications about community-wide collaborations with the other JTN environmental groups and try to coordinate a meeting with town council members and the other environmental groups working across Jamestown as soon as possible to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.

E) Harbor Management Commission- Bob Laman reported back that two Kelp Farmers presented at a pre-determination hearing to the HMC-Bob reported that the two proposals were very well developed, providing lots of technical details and both were well received. Bob also reported that he and Steve Bois (HMC Chair) and Carol Nelson-Lee (JTN Friends of ROWs & Roads) will continue surveying the ROWs across the island and prepare an updated survey report for Town Council review and action. ROW # 20 on East Shore Road is a ROW that has been identified for restoration action. Bob will update at next JCC meeting.

F) Tree Committee- Barbara Lundy reported that the Tree Committee planted a tree at the Town Playground for Arbor Day, and the Tree Committee is continuing replanting/replenishing the JTN Tree nursery at the Community farm.

G) Gould Island Restoration- no new updates

I) Jamestown Affordable Housing Committee- no new updates Susan Shim-Gorelick is in touch with Bob Plain and Quaker Case and they will provide updates on any future meetings.

J) Jamestown Bike Path Committee-the committee is planning to develop maps for potential bike path linkages around town and the island, and in communication with the RI DOT about future road-bike path plans.

A) NEW BUSINESS

A) The next JCC meeting will be Tuesday, June 13, 2023, at 6:30 pm.

B) ADJOURNMENT

Adjourn –8:25 PM –Motion to adjourn Susan Shim-Gorelick 1st, Barbara Lundy 2nd, all in favor-motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, June 13, 2023, 6:30 p.m.

Meeting Minutes

In attendance: R. Laman, B. Lundy, A. Kuhn-Hines, S. Shim-Gorelick, L. Orsi

Absent: R. Shein, J. Antonello

Others in Attendance: Carol Nelson-Lee (JTN Friends of ROWs), Steve Bois (Harbor Management Commission-Executive Director & Harbor Master), Abutters of ROW #20: Dianne Churchill Nieboer (28 East Shore Road), Patrick & Kelleigh Welsch (16 East Shore Road)

I. Roll Call and Call to Order: 6:35 pm

II. Approval of Minutes: Regular Meeting Minutes: May 9, 2023, **Motion to approve Meeting minutes 1st Leo Orsi, 2nd Susan Shim-Gorelick, all in favor - motion passed.**

III. OPEN FORUM:

A) **Scheduled Requests to Address:** Harbor Management Commission, Executive Director, Steve Bois: HMC Executive Director & Harbor Master, Steve Bois presented an overview and update on the ROWs survey conducted collaboratively by HMC, JTN Friends of ROWs (Carol Nelson-Lee) and JCC Commissioner, Bob Laman. The group surveyed all 39 ROWs across the island and identified some issues and will be making recommendations to the Town Council in an updated ROWs Report (last submitted to Town in 2103).

Steve Bois and Bob Laman reported to the JCC (and provided pictures) about a few issues related to the Town-owned ROW # 20-located at the southern end of East Shore Road-just north of Potter's Cove. ROW # 20 has a number of encroachment issues: storage of dinghies, lobster pots, trailers, broken lawn mower, trash, overgrown brush and parking of vehicles on the ROW. Additionally, there were 'Private Property' and 'No Trespassing' signs posted on the ROW. Steve and Bob recommended that the owners of the dinghies and lobster pots be notified to remove their belongings. Steve and Bob also volunteered to clean up the trash and trim the overgrown bushes-to clear the space. The ROW # 20 abutting property owners on 16 (Welsch) and 28 (Churchill Nieboer) East Shore Road had many questions about ROW # 20. They indicated that the ROW was being used and maintained by a small group of people (Weeden Lane neighbors) and that they (Churchill Nieboer) were told when they bought their property (28 East Shore Road) four years ago that the abutters had an easement to the ROW. There was discussion on when the ROW became Town Owned property (acquired via tax default) and deemed a public ROW (early 1980's). The abutters of the ROW # 20 discussed the many issues they have encountered with people walking onto their properties, and on to their privately owned dock. They noted that they have posted signs: 'Beware of Dog' and 'Private Dock' signs to delineate their property and to discourage people from trespassing onto their private property. Another issue raised by the abutters was the issue of parking on the road adjacent to the ROW, and Steve Bois and Bob Laman noted that they will check the Town Ordinance. Bob Laman provided a draft Memo to the Town Council describing their efforts and recommendations for restoring the ROW # 20. The recommendations were to present these findings to the HMC, consult with the town and go ahead with cleaning up the

ROW- removing illegal signage and any leftover boats, lobster pots, etc. that are not claimed will be deposited at the police station (or transfer station).

B) Non-scheduled Requests to Address: None

IV. CORRESPONDENCE AND BILLS

A) **Motion to approve Mapping & Planning Services (MPS) invoice for GIS-mapping services for redesign of new Conanicut Island Trail Guide (\$4,980); 1st Bob Laman, 2nd Leo Orsi, all in favor - motion passed.**

V. CRMC, RIDEM AND TOWN OF JAMESTOWN ORDINANCE REVIEW

VI. Old Business & Committee Reports:

A) **Rights of Way/Parks/Greenways & Public Access:** No updates on Trail Grant applications for upgrading and adapting the Kit Wright trail, as there has been no new announcements from RI DEM or other state granting sources with funding available. The JCC will keep searching for trail grant funding opportunities. The JCC discussed how the recreation department is installing a split rail fence on the parking lot side at Mackerel Cove- and the JCC will possibly install and oversee the dune planting and restoration in early Fall-depending on how well the dunes fill in over the summer. The JCC discussed long-term plans for planting American beach grass (*Ammophila breviligulata*) at the JTN Community Farm for sustainable annual dune replenishment at Mackerel Cove and other sites across the island. Susan Shim-Gorelick is continuing to explore this option with the JTN Community farm, and researching methods (e.g., Rhode Island Wild Plant Society and others) for the establishment of American beach grass (and possibly other dune plants in the future) at the JTN Community farm.

B) **Land Protection and Stewardship:** Barbara Lundy reported that a final draft of the revised Conanicut Island Trails Guide is progressing. Barbara Lundy will explore printing costs with a couple of printing companies-and the JCC will then discuss how many to order and explore financing from the Town for printing costs.

C) **Cross-Jamestown Collaboration:** The JCC will use the Environmental Earth Day fair to continue to connect and kickstart communications about community-wide collaborations with the other JTN environmental groups and try to coordinate a meeting with town council members and the other environmental groups working across Jamestown as soon as possible to discuss setting up a website supported by the Town. Education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, invasive plant control, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, etc.

D) **Harbor Management Commission-** Bob Laman discussed how the Harbor Management Commission is updating and renewing their 5-year Harbor Management plan that will be reviewed by and submitted to CRMC. Bob Laman will review drafts of the updated Harbor Management Plan and report back to JCC with summary/overview of changes and the draft HMC management plan for JCC review before submittal to CRMC.

E) **Tree Committee-** No updates

G) **Gould Island Restoration-** Leo Orsi reported that he had attended a meeting that presented the findings of the US Army Corp of Engineers (ACOE) study of 50 sites across Gould Island. Leo provided copies of the summary presentation which described the Remedial Investigation report with an overview of the Risk Assessment. The ACOE are following the Comprehensive Environmental Response, Compensation & Liability Act (CERCLA) process. Leo noted that the ACOE and others stressed that this is a very long process (will take many years to complete the process). Looking ahead there will be a feasibility study and proposed plan for remedial action if necessary.

I) Jamestown Affordable Housing Committee- no new updates Susan Shim-Gorelick is in touch with Bob Plain and Quaker Case and they will provide updates on any future meetings.

J) Jamestown Bike Path Committee-no new updates

A) NEW BUSINESS

A) The next JCC meeting will be Tuesday, July 11, 2023, at 6:30 pm.

B) ADJOURNMENT

Adjourn –**8:30 PM –Motion to adjourn Susan Shim-Gorelick 1st, Barbara Lundy 2nd, all in favor-motion passed**

Respectfully submitted by Anne Kuhn-Hines

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Minutes of the **May 10, 2023** meeting of the Jamestown Harbor Commission.

Approved: 8/9/23

A meeting of the Jamestown Harbor Commission (JHC) was held on Wednesday, May 10, 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
Jessica McCarthy, Commissioner (Arrived at 5:08)
Sue Romano, Commissioner

Also in Attendance:

Edward Mello, Executive Director
Steve Bois, Harbormaster
Joan Rich, Harbor Clerk
Randall White, Town Council Liaison
Bob Laman, Conservation Commission Liaison

II. Approval of Meeting Minutes – Review, discussion and/or potential action and/or vote
A. Wednesday, April 12, 2023

There was discussion about Robert's Rules of Order and why the public discussion for the kelp farm proposal to CRMC was held during the April meeting. Commissioner Lexow moved to approve the minutes of the meeting of April 12, 2023 and Chairman Banks seconded. So voted: 5 aye, 0 nay.

III. 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.

IV. Executive Director's Report – E. Mello

Executive Director Mello stated this would most likely be his last meeting as Executive Director. After review of the applications with Chairman Wayne Banks and the former Harbormaster, Mark Campbell, and interviewing candidates with Wayne and Mark, he is going to recommend that the Town Council appoint Steven Bois to become the next Executive Director of the Harbor Commission. If the Town Council accepts Executive Director Mello's recommendation and appoints Mr. Bois, he would no longer be the harbormaster. There was some discussion as to who would fulfill that role, and most likely the two assistants would fulfill the harbormaster duties for 2023.

V. Harbormaster's Report

Harbormaster Bois stated that the docks and floats at both East and West Ferry have been repaired and have been installed, with the repairs totaling approximately \$4,500.00. Both boats are in the water, and the pumpouts at East and West Ferry have been commissioned for the season. He asked the commissioners to continue looking over the Harbor Management Plan and Ordinance to come up with any revisions, especially the roles and responsibilities of the harbor personnel. He also reported on the Ocean Race and that the boats have started to arrive in Newport, along with the schedule of events. Harbormaster Bois reported that the training of the assistant harbormasters is ongoing and that there will be weekend coverage on the water by them. Vice-Chairman Junge asked how the assistant harbormaster jobs were advertised and there was some discussion. The assistants were drawn from applicants for the Harbormaster position that was advertised in the Jamestown Press and on the Town's website during the winter. Vice-Chairman Junge also asked if the Executive Director could provide his report ahead of time so the commissioners have an idea of what will be discussed at the meeting. There was also discussion of listed contact information for the harbormaster at the waterfront, and if marine channels are monitored, which they are.

VI. Year-to-Date Financial Report – Review, discussion, and/or potential action and/or vote;

Executive Director Mello stated that the financial report was not available.

VII. Sub-Committee Reports

Chairman Banks discussed the reassignment of sub-committee members, but reassignment has to be an agenda item, so it will be added to the agenda for the June meeting.

A. Budget – E. Lexow – Review, discussion, and/or potential action and/or vote;
Commissioner Lexow had nothing to report.

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

Chairman Banks and Commissioner Wurzbacher had nothing to report, although there are some items listed in New Business that fall under facilities.

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 stated that Gould Island would be discussed later under New Business.

VIII. Liaison Reports

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

Commissioner Laman stated that Conservation will be planting seagrass at Mackerel Cove to replace what was washed away in last winter's storms.

B. Town Council – R. White – Review, discussion, and/or potential action and/or vote;
Councilor White stated that the Town Council is in the process of interviewing three candidates for the vacant ~~Planning Commission Liaison~~ Harbor Commissioner position. Vice-Chairman Junge asked Councilor White if the Harbor Commission could be kept updated by the Town Council of negotiations between the Town and the ferry operators for the 2024 season because the Harbor Commissioners had not received any information about the deal for 2023.

IX. Old Business

A. Ft. Getty Engineering Study-Proposals – Review, discussion, and/or potential action and/or vote;

Two proposals, one from Tighe & Bond and one from the Beta Group, for engineering studies for the Ft. Getty pier were included in the packet. There was much discussion about priorities of repairs to the harbor infrastructure throughout Jamestown and the need for the Facilities sub-committee to meet with the Executive Director to determine what the most pressing projects are. It was pointed out that the cost to provide the engineering study by each vendor was exactly the same. After more discussion, it was decided that the current Facilities sub-committee, in conjunction with the Executive Director and with some input from Mike Gray, head of Public Works, will provide a recommendation about which engineering study to select at the next meeting.

X. Correspondence

There was no correspondence.

XI. New Business

A. East Ferry Area Potential Improvements – Review, discussion, and/or potential action and/or vote;

There was discussion regarding potential improvements at East Ferry and it was decided that the Facilities sub-committee should prioritize which improvements are necessary. Executive Director Mello stated that Mike Gray has a plan to improve the old ferry landing area, the details of which will be presented at the June meeting. Vice-Chairman Junge asked when the

lease with TPG expires and, while acknowledging it was up to the Town Council to negotiate the lease, asked if the Harbor Commission could look over a proposed lease agreement to have more “eyes on” lease language to avoid any potential conflict in the future.

B. Harbor Management Plan and Harbor Ordinance Updates – Review, discussion, and/or potential action and/or vote;

Harbormaster Bois stated the reading period for commissioners to look over the documents will extend through June, and then he will ask for input on any potential changes to the plan and the ordinance. All the stakeholders, including Public Works, the Conservation Commission, Parks and Recreation, and the Town Planner have been engaged, and there was discussion about roles and responsibilities of the Harbor Commission and other town departments as they relate to the plan and the ordinance.

Commissioner McCarthy had to leave at 5:50 p.m.

C. Gould and Dutch Island Management – Review, discussion, and/or potential action and/or vote;

Chairman Banks invited David Sommers, who is the Chairman of the Gould Island Ad Hoc Committee set up by the Town Council, and who is also on the Army Corps of Engineers Gould Island Restoration Advisory Board, to give a brief history of the proposal of transferring control of Gould Island by the ACOE to the Town for recreational use by the public. The Ad Hoc committee was set up by the Town on the basis that the federal government should be responsible to the Town and to the State to remediate Gould Island, chemically and physically, so that it would be able to be used by the Town and State for public recreation. The federal government does not feel it is responsible for cleaning up Gould Island and that RIDEM should be responsible. The ACOE is also looking for a plan from RIDEM that includes cost estimates, a benefits statement, and demonstrated public support beyond the Town of Jamestown. The island has been divided into three portions: the northern portion, which remains under control of the Navy; the middle portion, which will remain a wildlife sanctuary under the control of RIDEM; and the southern portion of approximately 17 acres, which would be available to the public. The Town would also like to add public recreation on Dutch Island to the discussion.

Mr. Sommers stated that this is beyond the scope of the Ad Hoc committee and had three proposals that he wants the Harbor Commission to consider:

1. Task the new Executive Director with taking on the role of advocate to the federal government, ACOE, and RIDEM for Gould and Dutch Islands;
2. For the Harbor Commission to take on the management and regulation of the development of public recreation on Gould and Dutch Islands;
3. Dissolve the Gould Island Ad Hoc Committee, and Mr. Sommers would be willing to be an adviser during the transition. There was some discussion.

Commissioner Romano made a motion to make the three recommendations outlined by David Sommers to the Town Council and Chairman Banks seconded. So voted: 5 ayes, 0 nay.

D. Restoration/Recovery of Lost Touch and Go Space at East Ferry – Review, discussion, and/or potential action and/or vote;

There were two items contained in the meeting packet that addressed touch and go space along the south side of the wood pile pier. One was a drawing showing where a float would be positioned relative to the ADA compliant, concrete float, and the other is an estimate for two 30-foot wooden floats of approximately \$30,000.00. Another proposal that Executive Director Mello had received that was not included in the packet was for a 130-foot concrete float at a cost of \$200,000.00, not including permitting, engineering, or pilings. There was some discussion and there was consensus this should also be addressed by the Facilities sub-committee.


XII. Open Forum – Continued (if necessary) – Review, discussion, and/or potential action and/or vote;

None.

XIII. Adjournment

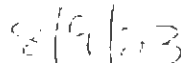
There being no further business, Chairman Banks moved to adjourn with a second by Vice-Chairman Junge. So voted: 5 aye, 0 nay.

Attest,


Joan Rich, Harbor Clerk

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Minutes of the June 14, 2023 meeting of the Jamestown Harbor Commission.

Approved:  6/15/23

A meeting of the Jamestown Harbor Commission (JHC) was held on Wednesday, June 14, 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 5:09 p.m. He also welcomed Mark Campbell, who was recently appointed to serve on the Harbor Commission.

Present:

Wayne Banks, Chairman
Michael Junge, Vice-Chairman
Jessica McCarthy, Commissioner
Sue Romano, Commissioner
Mark Campbell, Commissioner

Absent:

Dan Wurzbacher, Commissioner
Eric Lexow, Commissioner

Also in Attendance:

Steve Bois, Executive Director
Joan Rich, Harbor Clerk
Bob Laman, Conservation Commission Liaison

II. Approval of Meeting Minutes – Review, discussion, and/or potential action and/or vote;

A. Wednesday, May 10, 2023

There was a question about the Town Council Liaison's statement that the Town Council was interviewing candidates for the vacant Planning Commission liaison spot. Chairman Banks stated that he has been on the Harbor Commission for seven years and there has never been a Planning Commission liaison. Harbor Clerk Rich stated she would contact Councilor Randy White for clarification. Commissioner Romano moved to approve the minutes and Vice-Commissioner Junge seconded. So voted: 5 aye, 0 nay.

III. 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.

IV. Executive Director's Report – S. Bois

Executive Director Bois stated that he was going to combine the Executive Director's report with the harbormaster report. The engine for one of the boats has been undergoing repairs, as well as one of the trailers, which is having the brakes, pads, and rotors replaced. The Ocean Race went well; the harbormasters are patrolling 7 days a week; CRMC has granted a one year extension to update the Harbor Management Plan and Ordinance, and there was an active shooter drill on the water involving federal, state, and municipal agencies boarding a ferry. Executive Director Bois is hoping to meet with the DEM personnel on Prudence Island on June 29 to gather information on the restoration/ remediation of Prudence Island. He also has a meeting scheduled with DEM in late July to monitor the oyster farms on the west side of Jamestown and ensure they are on station.

V. Year-to-Date Financial Report – Review, discussion, and/or potential action and/or vote;

Executive Director Bois stated the report was not available.

VI. Sub-Committee Reports

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

Commissioner Lexow was absent.

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

Commissioner Romano stated that she, Chairman Banks, and Commissioner Wurzbacher met with Mike Gray, Public Works Director, Ed Mello, Interim Town Manager, Steve Bois, Executive Director of the Harbor Commission, and Joan Rich, Harbor Clerk, last week. Mike Gray went over the asset inventory and the infrastructure of the Harbor Commission, and what projects have taken place over the last ten years, and potential future projects. He will update the asset inventory, and the committee will work on developing a 5-10 year capital plan and building a capital budget. Vice-Chairman Junge asked that the boats, trailers, and vehicle be added to the asset list. There was some discussion.

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 the discussion over to Executive Director Bois, who stated that there is growing support among non-governmental organizations to encourage the Army Corps of Engineers (ACOE) to stay involved with the Gould Island restoration/remediation for a longer period of time. He discussed having the Town Council ask for letters of support from the communities bordering Narragansett Bay. He also discussed the request of the Shake-A-Leg Foundation, an adaptive sailing program for individuals with disabilities, to establish a summer camp/sailing facility on Gould Island. They are in the information gathering and fundraising stage. There was some discussion.

Vice-Chairman Junge mentioned that the Town Council meeting agenda just came out and Mike Gray will be recommending improvements to the East Ferry landing and wanted to know why the Harbor Commission was not advised of this. Chairman Banks and Commissioner Romano stated Mike had mentioned it during the Facilities sub-committee meeting. There was some discussion.

VII. Liaison Reports

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

Commissioner Laman discussed the Commission's request to the Town Council to update the Town Right of Way map, which was last updated in 2013, and the draft of a letter he distributed to Harbor Commission members before the start of the meeting. He also discussed touring several of the rights of way in Jamestown with Chairman Banks, Executive Director Bois, and Carol Nelson Lee of the Friends of Jamestown ROW and Roads and cleaning up some of the rights of way, in particular ROW #20, photos of which were included in his draft letter. He asked the Harbor Commission to endorse the requests of the Conservation Commission to the Town Council. There was some discussion, and Commissioner Laman proposed that the vote for the endorsement be placed on the agenda for next month's meeting. A letter was sent out by Executive Director Bois to the abutters of ROW #20 informing them to cease and desist storing any lobster pots, boats, dinghys, or other vehicles, and to remove any "no parking" or "no trespassing" signs. There was some discussion.

Commissioner McCarthy asked if bike racks could be placed near some of the right of ways. There was some discussion.

Dianne Churchill Nieboer of East Shore Road, one of the abutters of ROW #20, expressed her disagreement with the designation of #20 as a right of way. She stated it is unclear what the property lines are and who the lot owner is. Ms. Churchill-Nieboer also stated that the photos included in Commissioner Laman's letter were taken after a big storm and not an accurate depiction of the condition of the area. There was much discussion.

Peter Gadoury of Summer Street also spoke. He previously owned a house on Weeden Lane and stated he had a deed for that property from 1908 granting access through the lot in question to residents of the Narragansett Park plat. There was some discussion.

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

VIII. Old Business

A. Ft. Getty Engineering Study-Proposals – Review, discussion, and/or potential action and/or vote;

After some discussion, it was decided to have Mike Gray look at the proposals and make a recommendation of which proposal to accept based on his experience in dealing with the two vendors.

B. East Ferry Area Potential Improvements – Review, discussion, and/or potential action and/or vote;

As stated earlier, Mike Gray will be presenting to the Town Council improvements that will be undertaken by the Town in the East Ferry area. The part of the sidewalk that is collapsing in Memorial Square will be repaired, the old ferry landing (not to be confused with the dock currently used by the Jamestown-Newport Ferry) will be improved to be more aesthetically pleasing, and the structure of the wood pile pier will be studied.

Executive Director Bois also updated the commissioners on a potential floating dock that would be attached to the south side of the wood pile pier, studies of which were begun by the previous Executive Director. The New York Yacht Club is going to restructure its waterfront facilities and have a floating, concrete pier that is 11' wide and approximately 120' long, that they are willing to give to the Town for free. There was some discussion and it was decided that further study is needed.

IX. Correspondence

There was no correspondence.

X. New Business

A. Committee Reassignments – Review, discussion, and/or potential action and/or vote;

Sue Romano volunteered to be on the Budget subcommittee; Michael Junge volunteered to be on the Mooring Implementation subcommittee; Jessica McCarthy volunteered for the Gould Island subcommittee, and Wayne Banks stated he would give up his spot on the Mooring Implementation subcommittee but stay on Facilities and Gould Island. There was some discussion about evolving subcommittees, and how those subcommittees will be staffed, as the Harbor Management Plan and Ordinance are revised. The subcommittee assignments will be placed on the agenda for next month's meeting.

Vice Chairman Junge left the meeting at 6:24 p.m

B. Roles and Responsibilities of Harbor Commission Members – Review, discussion, and/or potential action and/or vote;

Executive Director Bois prepared a spreadsheet showing the different roles and responsibilities assigned to the Harbor Commission by the Harbor Management Plan and Ordinance, the Harbor Guidebook, and the Town planning document. Current roles and responsibilities are listed along with additions that he has proposed for the commissioners to consider. There was some discussion, with Commissioner Campbell advising that the CRMC “Red Book” also be consulted, because those rules and regulations take precedence over town rules and regulations.

C. Increasing the number of beach/kayak/paddleboard permits – Review, discussion, and/or potential action and/or vote;

Executive Director Bois discussed the four areas that have kayak racks. Maple Avenue/Sheffield Cove, Ft. Getty, Head’s Beach, and East Ferry, along with the capacity of each. According to Commissioner Campbell, who was the Jamestown Harbormaster for several years, the capacity was based on the beam of the average kayak, the amount of space in the racks, and the number of racks. The number of racks was limited by CRMC. Adding more kayak racks and “overselling” permits, based on the premise that some people get permits and never use them, was discussed. There were also suggestions to limit the number of permits that could be issued to a person or family and that a date of occupancy on the rack should be set. Commissioner McCarthy made a motion to increase the number of permits offered by 25% and Commissioner Romano seconded. So voted: 4 aye, 0 nay.

D. One year lease of approved grace period moorings to wait listed applicants – Review, discussion, and/or potential action and/or vote;

Executive Director Bois stated that 21 mooring grace periods were granted last year for various reasons. He is proposing that instead of having the mooring sit unused for a year that the permit be leased to someone on the wait list. The person could use that mooring for the season and then they would go back to their same position on the wait list at the end of the season. There was much discussion, including how to handle the use of the tackle, who pays for what, and what type of legal agreement would need to be in place. Chairman Banks stated that the concept should be fleshed out and voted on at the next meeting.

XI. Open Forum – Continued (if necessary);

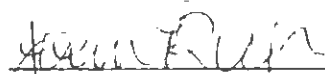
Vice Chairman Junge had left the meeting earlier but returned, and used the open forum to explain why he left. He stated he has been on the Harbor Commission for seven years, and he realizes that he has gotten involved in heated conversations and is opinionated, but before tonight has only been insulted by a member of the general public once. He felt that tonight he was the target of a sexist, rude, comment by another member of the Harbor Commission. He reminded the other commissioners that they all need to think about what they are saying to

each other and how any offhand remark might be perceived by someone else. Insulting another member of the commission is inappropriate and not how business should be conducted.

Peter Gadoury asked for clarification if he can still use on ROW #20 to go clamming. Executive Director Bois stated the town does not regulate activities once water access has been gained, but DEM regulates them. There was more discussion regarding ROW #20.

There being no further business, Commissioner Romano moved to adjourn, with Commissioner McCarthy seconding. So voted: 4 aye, 0 nay.

Attest,



John Rich, Harbor Clerk

JAMESTOWN HOUSING AUTHORITY
Board of Commissioners
Wednesday, May 10, 2023, Meeting Minutes

The Commissioners of the Jamestown Housing Authority met in regular session at 9:00 a.m. on May 10, 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: Coffee Bell

Approval of Minutes

A motion was made by Vice Chair Cannon to approve the minutes of the regular monthly meeting held on April 19, 2023. This motion was seconded by Commissioner Romano and unanimously passed.

Communications

Jamestown Senior Services Department Resource Fair

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

Executive Director's Report

A motion was made by Commissioner Precious to approve the Executive Director's Report. This motion was seconded by Commissioner Plain and unanimously passed.

Action Item

- a. Bills - A motion was made by Commissioner Romano to approve the April 2023 bills. The motion was seconded by Vice Chair Cannon and unanimously carried.

Contracts

- a. Direct Energy Business Commodity Master Agreement Renewal A motion was made by Commissioner Romano to approve the Direct Energy Business Commodity Master Agreement Renewal. The motion was seconded by Commissioner Precious and unanimously carried.

Commissioner Reports and Requests

Commissioner Romano inquired if there was an update regarding the flagpole. ED Vazquez mentioned that JHA is planning to possibly host an event on Veterans Day including a ceremony with Senator Jack Reed. ED is getting quotes on having flagpole painted.

Public Comment:

Coffee Bell- Gave a Thank You regarding getting the flagpole painted. She also mentioned that she is the Vice President for the Jamestown Women's Club.

Motion to adjourn the meeting was made by Commissioner Romano, this motion was seconded by Commissioner Precious and unanimously carried. Meeting adjourned at 9:47am.

JAMESTOWN HOUSING AUTHORITY
Board of Commissioners
Wednesday, June 14, 2023, Meeting Minutes

The Commissioners of the Jamestown Housing Authority met in regular session at 9:00 a.m. on June 14, 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 – Excused

Commissioner: Gerald Precious- Present

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

Public Present: Bernie Courtney, Diona McGrath, Joanie Shaffer, Joann Koehler, Doreen Dell and Lynne Donabedian

Approval of Minutes

Motion made by Commissioner Romano to approve the minutes of the regular monthly meeting held on May 10, 2023. This motion was seconded by Vice Chair Cannon and unanimously passed.

Communications -Discussion and /or vote

- a. Jamestown Press, "Spring Fever", May 18, 2023.
- b. The Village Concept, May 31,2023.
- c. Rhode Island Broadband and Digital Equity Strategic Plan.
- d. Housing Network of Rhode Island Annual Meeting June 5, 2023.
- e. Over Income Presentation HOTMA Section 103 and 24 CFR 960.503

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

Friends of Jamestown Housing- Discussion and/or vote

- a. Proposed Christmas in July Fundraiser, July 25, 2023, at TWC Home in Jamestown.

A motion was made by Commissioner Romano to approve the Friends of Jamestown Housing communication. This motion was seconded by Commissioner Precious and unanimously passed.

Emergency Grant, Heating & Electrical Upgrades- Discussion and /or vote

A motion was made by Commissioner Romano to approve the Emergency Grant Heating and Electrical Upgrades timeline. This motion was seconded by Vice Chair Cannon and unanimously passed.

Executive Director's Report

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

Action Item

- a. **Bills** - A motion was made by Commissioner Precious to approve the May 2023 bills. The motion was seconded by Commissioner Romano and unanimously carried.
- b. **Resolution 06142003**
HOTMA Section 103 and 24
Motion was made by Commissioner Romano to approve the Resolution for HOTMA. This motion was seconded by Commissioner Precious and unanimously carried.
- c. **Resolution 05232003**
FY2023 CFP Budget Proposal: \$71,026
Motion was made by Vice Chair Cannon to approve the FY 2023 CFP Budget Proposal. This motion was seconded by Commissioner Romano unanimously carried.
- d. **FY 2023 Senate Grant Application**
RI State Senate Approval of Reimbursement grant of \$10,000
Motion was made by Commissioner Romano to approve the Senate Grant Application. Motion was seconded by Commissioner Precious and unanimously carried.
- e. **FY2023 Income Limits**
Approval of FY 2023 HUD approved income limits
Motion was made by Commissioner Romano to approve the FY 2023 HUD approved income limits. Motion was seconded by Commissioner Precious and unanimously carried.
- f. **FY 2023 Budget**
Approval of FY 2023 PHA Budget
Motion was made by Commissioner Precious to approve the FY 2023 PHA Budget. Motion was seconded by Vice Chair Cannon and unanimously carried.

Commissioner Reports and Requests - None reported.

Public Comment:

Bernie Courtney- Would like the board to come up with a parking policy and wants it based on move in date. Wanted to know when the renovations start if residents will have to leave? Asked about rain barrels not being put out on JHA campus, Ms. Courtney said it's too much work for her to carry water out.

Doreen Dell- Mentioned it's too much work for JHA putting the rain barrels out.

Motion to adjourn the meeting was made by Commissioner Romano, this motion was seconded by Commissioner Precious and unanimously carried. The meeting adjourned at 9:44am.

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the July 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 7:03 p.m. The clerk called the roll and noted the following members present:

Richard Boren, Chair
Terence Livingston, Member
James King, Member
James Sisson, 3rd Alternate
Robert Maccini, Alternate

Also present:

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

New alternate member Robert Maccini was welcomed.

MINUTES

Minutes of June 27, 2023

A motion was made by James King and seconded by Terence Livingston to accept the minutes of the June 27, 2023 meeting as presented.

The motion carried by a vote of 5 – 0.

Richard Boren, Terence Livingston, James King, James Sisson and Robert Maccini voted in favor of the motion.

Dean Wagner, Jane Bentley, and John Shekarchi were absent.

CORRESPONDENCE

All correspondence was in reference to items on the agenda.

NEW BUSINESS

Lyons

A motion was made by Terence Livingston and seconded by James Sisson to grant the request of Matthew T. Lyons whose property is located at 17 Ocean Ave., and further identified as Assessor's Plat 8, Lot 489 for a variance from Article 3, Section 82-302 (District Dimensional Regulations) to remove existing non-conforming garage and foundation and install new foundation and garage in the exact same footprint. Construct a retaining wall as shown to handle drainage.

This Board has determined that this application does satisfy the requirements of Article 6, Section 600, Section 606, and Section 607, Paragraph 2.

This Variance 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. Said property is located in a R20 zone and contains 7744 sq. ft.
2. The applicant desires to demolish and reconstruct a new garage in the same footprint.
3. The current garage is falling down.
4. The foundation is higher than the ground making it difficult to access the garage.
5. The garage is currently crooked. The new garage will be straightened and less non-conforming.
6. One person testified in favor of the application.
7. No person testified against the application.
8. The applicant will build a retaining wall.

The motion carried by a vote of 5 – 0.

Richard Boren, Terence Livingston, James King, James Sisson and Robert Maccini voted in favor of the motion.

Dean Wagner, Jane Bentley, and John Shekarchi were absent.

D'Souza

A motion was made by James King and seconded by Terence Livingston to grant the request of Rikhi J. D'Souza who owns property located at 973 North Main Road and further identified as Assessor's Plat 3, Lot 235 for a dimensional variance from Article 3, Section Table 3-2 which requires a minimum lot size in an R 40 zone of 40,000 square feet, and under Article 6, Section 82-606 entitled "Conditions for granting a variance" and Section 82-607 entitled "Variances-Additional Restrictions". Applicant is seeking permission to reduce his lot size from 34,280 S.F. to 27,701 S.F. and to add 6,579 S.F. to the abutting property located at 991 North Main Road resulting in an increase in the lot size of 991 North Main Road from 7,875 S.F. to 14,454 S.F.

This Board has determined that this application does satisfy the requirements of Article 6, Section 600, Section 606, and Section 607, Paragraph 2.

This Variance is granted with the following conditions:

All conditions set forth 7/6/23 meeting of the Technical Review Board and further stated in the Town Planner letter dated 6/14/23 must be observed.

This motion is based on the following findings of fact:

1. It brings both properties more into conformance with frontages.
2. The lot will not be subdividable in the future.
3. No one objected to this issue.

The motion carried by a vote of 5 – 0.

Richard Boren, Terence Livingston, James King, James Sisson and Robert Maccini voted in favor of the motion.

Dean Wagner, Jane Bentley, and John Shekarchi were absent.

Urso

A motion was made by Terence Livingston and seconded by Richard Boren to grant the request of Philip J. Urso and Renee Deslauriers whose property is located at 16 Green Lane, and further identified as Assessor's Plat 9, Lot 243 for Variance from Article 6, Section(s) 302 & 605, District dimensional regulations, the structure is existing non-conforming regarding front setback along Green Lane, (18 feet required, 15.3 feet existing & proposed) and side setback (7 feet required, 5.3 feet existing & proposed), to replace an existing one-story covered porch with a two-story covered porch (replace the building's original two-story covered porch). The new roof height is proposed at 21 feet 4 inches (maximum height 35 feet allowed). With proposed new construction, the lot coverage will remain at 18.2% (maximum 30% allowed).

This Board has determined that this application does satisfy the requirements of Article 6, Section 600, Section 606, and Section 607, Paragraph 2.

This Variance 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. Said property is located in a R-8 Zoning District and contains 17,482 square feet.
2. The applicant proposes to build a porch on the same footprint on the second floor above the first floor porch.
3. There will be no change in the footprint.

4. It will be the same materials on the second floor porch as the first floor porch.
5. Nobody testified in favor of the applicant.
6. Nobody testified against the applicant.

The motion carried by a vote of 5 – 0.

Richard Boren, Terence Livingston, James King, James Sisson and Robert Maccini voted in favor of the motion.

Dean Wagner, Jane Bentley, and John Shekarchi were absent.

Rallis

A motion was made by James Sisson and seconded by James King to grant the request of John G. Rallis Trustee of the John G. Rallis Revocable Living Trust and Sharon F. Rallis Trustee of the Sharon F. Rallis Revocable Living Trust of 86 Blueberry Lane, Platt # 10, Lot 130 request a variance from Article 3, section 82, 302 of Table 3-2 of Article 3 Application of District Regulations to Section 82-302 District Dimensional Regulations Table 3-2. Applicants desire to construct a 3'6" x 8' landing and stairs, a bump-out from existing deck and approved proposed walkway to allow access to yard. Landing and stairs will be 23ft from rear (north) lot line, which extends into current rear setback restriction; however, existing dwelling, deck, and previous stairs violated no rear-yard restrictions when built (legal non-conforming structures); the additional 3 ft do not alter the topography of the land. The variance requested is technically an extension of a non-conforming use. The required rear lot restriction is 40 feet.

This Board has determined that this application does satisfy the requirements of Article 6, Section 600, Section 606, and Section 607, Paragraph 2.

This Variance is granted with the following condition:

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. Property is zoned RR-80. Total square footage of lot is 23,540 square feet.
2. Missed in the initial architectural review.

The motion carried by a vote of 4 – 0.

Terence Livingston, James King, James Sisson and Robert Maccini voted in favor of the motion.

Richard Boren was recused and Dean Wagner, Jane Bentley, and John Shekarchi were absent.

Navigator

Application of Navigator Properties, LLC d/b/a Mariner Tower (Carr Homestead Foundation Inc. – Owner) whose property is located at 90 Carr Lane, Jamestown, RI 02835, and further identified as Tax Assessor’s Plat 4, Lot 17 for a Special Use Permit from Article 3, Section 82-301 and 82-305, and Article 6, Sections 82-600-602. Specifically, the Applicant seeks a Special Use Permit for a Transmission lines, towers or substations use pursuant to Sections 82-301 and 82-600-602; and (2) Special Use Permit for height exception in the RR-200 Zoning District pursuant to Section 82-305 to construct a 160’ above ground level (“AGL”) monopole that will structurally accommodate up to four (4) wireless telecommunications carriers including without limitation their associated antennas, radio communications equipment and cabling.

After testimony was heard a vote was taken.

Richard Boren, Terence Livingston, and James King voted in favor of the request.

James Sisson abstained and Robert Maccini was recused. Dean Wagner, Jane Bentley, and John Shekarchi were absent.

The vote in favor carried by a vote of 3 – 0.

A motion was made Terence Livingston and seconded by James King to continue the application of Navigator Properties, LLC to the August 22, 2023 ZBR meeting, for the reading of the written decision only. No testimony will be heard.

The motion carried by a vote of 4 – 0.

Richard Boren, Terence Livingston, James King, James Sisson voted in favor of the motion.

Robert Maccini was recused and Dean Wagner, Jane Bentley, and John Shekarchi were absent.

ADJOURNMENT

A motion was made and seconded to adjourn at 9:45 p.m.
The motion carried unanimously.



Department of Transportation
Two Capitol Hill
Providence, RI 02903

Office 401-222-2450
Fax 401-222-3905

August 18, 2023

Ms. Lisa Bryer, AICP
Town Planner
Town of Jamestown
93 Narragansett Avenue
Jamestown, RI 02835

Re: Jamestown Safe Routes to School (SRTS) Project, Melrose and Lawn Ave Schools
Project Agreement Amendment 2
RIC 2022-CS-066 / FAP STP-SRTS(014)

Dear Ms. Bryer,

Enclosed for your review and execution are two original copies of the Jamestown SRTS Agreement Amendment 2. After obtaining town council approval, by town council resolution, and the execution of both original copies of the amendment by the Town Administrator and the Town Solicitor, please retain one copy of the Amendment for your records and contact me at michael.sprague@dot.ri.gov to arrange pick up the second original copy for RIDOT's records.

Thank you.

Michael J. Sprague

Michael J. Sprague
Chief Program Development
Division of Planning, Office of Transit & Capital Programming
Rhode Island Department of Transportation

Email: michael.sprague@dot.ri.gov

c: R. Walsh, file



Town of Jamestown

Town Clerk's Office

Town Hall, 93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9800 • Fax 423-7230
email: rfagan@jamestownri.net

Roberta J. Fagan
Town Clerk
Probate Clerk

Office of the Town Clerk CERTIFICATE

I, Roberta J. Fagan, Town Clerk of the Town of Jamestown, County of Newport, Rhode Island, having by law the custody of the seal, and the records, books, documents, and papers of or appertaining to said Town, hereby certify the annexed to be true copies of papers appertaining to said Town, and on file and of record in this office:

At the meeting of the Jamestown Town Council held Tuesday, September 5, 2023, the following was approved as part of the Consent Agenda:

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

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

In attestation whereof, I have hereunto set my hand, and have affixed the Seal of said Town, this 5th day of September, 2023.

Roberta J. Fagan
Town Clerk



Town of Jamestown
Resolution of the Town Council

No. 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**

AGREEMENT made and entered into by and between the State of Rhode Island acting through its Department of Transportation (hereinafter the State) and Town of Jamestown which has as its registered UEI Designation: KKQQZA6X7GX7

WHEREAS, the State is the recipient of Safe Routes to School (SRTS) funding from the United States Department of Transportation, administered through the Federal Highway Administration (hereinafter FHWA); and

WHEREAS, the State of Rhode Island has approved the Town's application for funding the Melrose Elementary School and Lawn Avenue Middle School Safe Routes to School Program (hereinafter the Project); and

WHEREAS, no Research & Development (R & D) activities are part of the Project; and

WHEREAS, the Town of Jamestown agrees to be responsible for the design and construction of the Project; and

WHEREAS, the Project will be implemented under the provisions established in the Federal – Aid Policy Guide of the FHWA, FHWA regulations at Title 23 of the Code of Federal Regulations and State requirements and procedures; and

WHEREAS, the State and Town of Jamestown recognize that Project funds may be reduced based upon obligational authority limitations. The State will work with the Safe Routes to School Steering Committee (Subcommittee to the State Planning Council's Transportation Advisory Committee) to set priorities based on limitations on available funding; and

WHEREAS, the parties entered into a Project Agreement (AGREEMENT) dated February 8, 2009, for purpose of Implementing the Project and terminated this AGREEMENT in its entirety and replaced with a Project Agreement that was executed on December 13, 2011 and terminated this AGREEMENT in its

entirety and replaced with a new Project Agreement dated April 4, 2022 (attached hereto as Exhibit 1); and

WHEREAS, The State and the Town had previously agreed to contribute funds not exceeding Four Hundred and Fifty-One Thousand Seven Hundred and Fifty Dollars (\$451,750) towards the construction of the Project; of this amount Eighty Percent (80%) Three Hundred and Sixty-One Thousand Four Hundred Dollars (\$361,400) is Federally funded; and Twenty Percent (20%) Ninety Thousand Three Hundred and Fifty Dollars (\$90,350) is State Funded, and through Amendment 1 increased funding to Six Hundred and Twenty-Five Thousand Dollars (\$625,000), Eighty Percent (80%) or Five Hundred Thousand Dollars (\$500,000) will be Federally funded and Twenty Percent (20%), or One Hundred and Twenty-Five Thousand Dollars (\$125,000) will be State funded; and

WHEREAS, the State and the Town now seek to increase project funding to Seven Hundred and Seven Thousand and Fifty Dollars (\$707,050.00) towards the project; of this Eighty Percent (80%) or Five Hundred and Sixty Five Thousand and Six Hundred and Forty Dollars (\$565,640.00) is Federally funded and Twenty Percent (20%) or One Hundred Forty One Thousand and Four Hundred Ten Dollars (\$141,410.00) is State funded; and

NOW THEREFORE, in consideration of the foregoing premises and the mutual obligations herein, the State and the Town of Jamestown hereby agree Paragraph 1 of the AMENDMENT 1 will be deleted in its entirety and replaced with the following:

1. The Town of Jamestown will be responsible for payments of all costs associated with the design and construction of the project; the State shall reimburse the Town up to and not exceeding Seven Hundred and Seven Thousand and Fifty Dollars (\$707,050.00) towards the design and construction of the project, of this amount Eighty Percent (80%), Five Hundred Sixty Five Thousand and Six Hundred and Forty Dollars (\$565,640.00), is Federally funded and Twenty Percent (20%) One Hundred Forty One Thousand and Four Hundred and Ten Dollars (\$141,410.00) is State funded. Costs in excess of the said reimbursement shall be the responsibility of the Town of Jamestown. Supporting documentation shall be required for all reimbursements.

By Order of the Jamestown Town Council

Nancy A. Beye, President

IN WITNESS WHEREOF, I hereby attach my hand and the official
Seal of the Town of Jamestown this ___ day of September 2023.

Roberta Fagan, Town Clerk

IN WITNESS WHEREOF, the Rhode Island Department of Transportation and the Town of Jamestown have caused this Agreement to be executed by duly authorized officials on the _____ day of _____, 2023.

DEPARTMENT OF TRANSPORTATION:
RECOMMENDED FOR APPROVAL:

TOWN OF JAMESTOWN
RECOMMENDED FOR APPROVAL:

Pamela Cotter
Administrator of Planning
Date: _____

Loren Doyle
Chief Financial Officer
Date: _____

APPROVED AS TO FORM:

John Iglizzi
Assistant Director of Legal Services/
Chief of Staff
Date: _____

Peter Ruggiero
Town Solicitor
Date: _____

APPROVED:

APPROVED:

Peter Alviti, Jr. P.E.
Director
Date: _____

Edward A. Mello
Town Administrator
Date: _____

SUBRECIPIENT AGREEMENT

By and Between

RHODE ISLAND DEPARTMENT OF TRANSPORTATION

and the

TOWN OF JAMESTOWN

MELROSE ELEMENTARY SCHOOL AND LAWN AVENUE MIDDLE SCHOOL

SAFE ROUTES TO SCHOOL PROGRAM

Amendment 2

AGREEMENT made and entered into by and between the State of Rhode Island acting through its Department of Transportation (hereinafter the State) and Town of Jamestown which has as its registered UEI Designation: KKQQZA6X7GX7

WHEREAS, the State is the recipient of Safe Routes to School (SRTS) funding from the United States Department of Transportation, administered through the Federal Highway Administration (hereinafter FHWA); and

WHEREAS, the State of Rhode Island has approved the Town's application for funding the Melrose Elementary School and Lawn Avenue Middle School Safe Routes to School Program (hereinafter the Project); and

WHEREAS, no Research & Development (R & D) activities are part of the Project; and

WHEREAS, the Town of Jamestown agrees to be responsible for the design and construction of the Project; and

WHEREAS, the Project will be implemented under the provisions established in the Federal – Aid Policy Guide of the FHWA, FHWA regulations at Title 23 of the Code of Federal Regulations and State requirements and procedures; and

WHEREAS, the State and Town of Jamestown recognize that Project funds may be reduced based upon obligational authority limitations. The State will work with the Safe Routes to School Steering Committee (Subcommittee to the State Planning Council's Transportation Advisory Committee) to set priorities based on limitations on available funding; and

WHEREAS, the parties entered into a Project Agreement (AGREEMENT) dated February 8, 2009, for purpose of Implementing the Project and terminated this AGREEMENT in its entirety and replaced with a Project Agreement that was executed on December 13, 2011 and terminated this AGREEMENT in its entirety and replaced with a new Project Agreement dated April 4, 2022 (attached hereto as Exhibit 1); and

WHEREAS, The State and the Town had previously agreed to contribute funds not exceeding Four Hundred and Fifty-One Thousand Seven Hundred and Fifty Dollars (\$451,750) towards the construction of the Project; of this amount Eighty Percent (80%) Three Hundred and Sixty-One Thousand Four Hundred Dollars (\$361,400) is Federally funded; and Twenty Percent (20%) Ninety Thousand Three Hundred and Fifty Dollars (\$90,350) is State Funded, and through Amendment 1 increased funding to Six Hundred and Twenty-Five Thousand Dollars (\$625,000), Eighty

Percent (80%) or Five Hundred Thousand Dollars (\$500,000) will be Federally funded and Twenty Percent (20%), or One Hundred and Twenty-Five Thousand Dollars (\$125,000) will be State funded; and

WHEREAS, the State and the Town now seek to increase project funding to Seven Hundred and Seven Thousand and Fifty Dollars (\$707,050.00) towards the project; of this Eighty Percent (80%) or Five Hundred and Sixty Five Thousand and Six Hundred and Forty Dollars (\$565,640.00) is Federally funded and Twenty Percent (20%) or One Hundred Forty One Thousand and Four Hundred Ten Dollars (\$141,410.00) is State funded; and

NOW THEREFORE, in consideration of the foregoing premises and the mutual obligations herein, the State and the Town of Jamestown hereby agree Paragraph 1 of the AMENDMENT 1 will be deleted in its entirety and replaced with the following:

1. The Town of Jamestown will be responsible for payments of all costs associated with the design and construction of the project; the State shall reimburse the Town up to and not exceeding Seven Hundred and Seven Thousand and Fifty Dollars (\$707,050.00) towards the design and construction of the project, of this amount Eighty Percent (80%), Five Hundred Sixty Five Thousand and Six Hundred and Forty Dollars (\$565,640.00), is Federally funded and Twenty Percent (20%) One Hundred Forty One Thousand and Four Hundred and Ten Dollars (\$141,410.00) is State funded. Costs in excess of the said reimbursement shall be the responsibility of the Town of Jamestown. Supporting documentation shall be required for all reimbursements.

IN WITNESS WHEREOF, the Rhode Island Department of Transportation and the Town of Jamestown have caused this Agreement to be executed by duly authorized officials on the _____ day of _____, 2023.

DEPARTMENT OF TRANSPORTATION:

TOWN OF JAMESTOWN

RECOMMENDED FOR APPROVAL:

RECOMMENDED FOR APPROVAL:

Pamela Cotter
Administrator of Planning
Date: _____

Loren Doyle
Chief Financial Officer
Date: _____

APPROVED AS TO FORM:

John Igliozi
Assistant Director of Legal Services/
Chief of Staff
Date: _____

Peter Ruggiero
Town Solicitor
Date: _____

APPROVED:

APPROVED:

Peter Alviti, Jr. P.E.
Director
Date: _____

Ed Mello
Town Administrator
Date: _____

EXHIBIT 1

SUBRECIPIENT AGREEMENT

By and Between

RHODE ISLAND DEPARTMENT OF TRANSPORTATION

and the

TOWN OF JAMESTOWN

MELROSE ELEMENTARY SCHOOL AND LAWN AVENUE MIDDLE SCHOOL

SAFE ROUTES TO SCHOOL PROGRAM

Amendment 1

AGREEMENT made and entered into by and between the State of Rhode Island acting through its Department of Transportation (hereinafter the State) and Town of Jamestown which has as its registered UEI Designation KKQQA6X7GX7

WHEREAS, the State is the recipient of Safe Routes to School (SRTS) funding from the United States Department of Transportation, administered through the Federal Highway Administration (hereinafter FHWA), and

WHEREAS, the State of Rhode Island has approved the Town's application for funding the Melrose Elementary School and Lawn Avenue Middle School Safe Routes to School Program (hereinafter the Project); and

WHEREAS, no Research & Development (R & D) activities are part of the Project, and

WHEREAS, the Town of Jamestown agrees to be responsible for the design and construction of the Project; and

WHEREAS, the Project will be implemented under the provisions established in the Federal – Aid Policy Guide of the FHWA, FHWA regulations at Title 23 of the Code of Federal Regulations and State requirements and procedures; and

WHEREAS, the State and Town of Jamestown recognize that Project funds may be reduced based upon obligational authority limitations. The State will work with the Safe Routes to School Steering Committee (Subcommittee to the State Planning Council's Transportation Advisory Committee) to set priorities based on limitations on available funding; and

WHEREAS, The State and the Town had previously agreed to contribute funds not exceeding Four Hundred and Fifty One Thousand Seven Hundred and Fifty Dollars (\$451,750) towards the construction of the Project; of this amount Eighty Percent (80%) Three Hundred and Sixty-One Thousand Four Hundred Dollars (\$361,400) is Federally funded; and Twenty Percent (20%) Ninety Thousand Three Hundred and Fifty Dollars (\$90,350) is State Funded, and now seeks to increase funding to Six Hundred and Twenty-Five Thousand Dollars (\$625,000), Eighty Percent (80%) or Five Hundred Thousand Dollars (\$500,000) will be Federally funded and Twenty Percent (20%), or One Hundred and Twenty Five Thousand Dollars (\$125,000) will be State funded.

WHEREAS, the parties entered into a Project Agreement (AGREEMENT) dated February 8, 2009, for purpose of implementing the Project and terminated this AGREEMENT in its entirety and replaced with a Project Agreement

that was executed on December 13, 2011 and terminated this AGREEMENT in its entirety and replaced with a new Project Agreement dated April 4, 2022 (attached hereto as Exhibit 1); and

NOW THEREFORE, in consideration of the foregoing premises and the mutual obligations herein, the State and the Town of Jamestown hereby agree Paragraph 6 of the AGREEMENT will be deleted in its entirety and replaced with the following:

1. The Town of Jamestown will be responsible for payments of all costs associated with the design and construction of the project; the State shall reimburse the Town up to and not exceeding Six Hundred and Twenty-Five Thousand Dollars (\$625,000) for the cost of construction of which eighty percent (80%) or Five Hundred Thousand Dollars (\$500,000.00) will be Federally funded and Twenty Percent (20%), or One Hundred and Twenty-Five Thousand Dollars (\$125,000) will be State funded. Costs in excess of the said reimbursement shall be the responsibility of the Town of Jamestown. Supporting documentation of payment shall be required for all reimbursements.

IN WITNESS WHEREOF, the Rhode Island Department of Transportation and the Town of Jamestown have caused this Agreement to be executed by duly authorized officials on the _____ day of _____, 2023.

DEPARTMENT OF TRANSPORTATION:

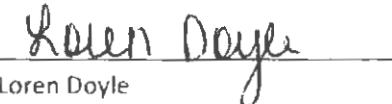
TOWN OF JAMESTOWN

RECOMMENDED FOR APPROVAL:

RECOMMENDED FOR APPROVAL:

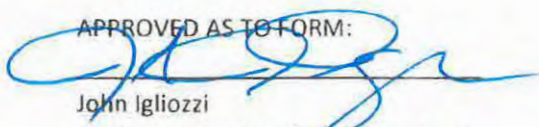


Pamela Cotter
Administrator of Planning
Date: _____

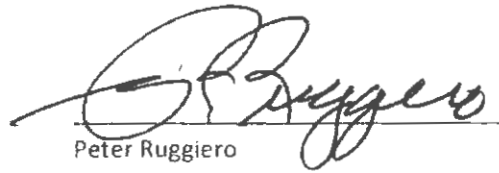


Loren Doyle
Chief Financial Officer
Date: 5/9/23

APPROVED AS TO FORM:



John Iglizzi
Assistant Director of Legal Services/
Chief of Staff
Date: 5/9/23



Peter Ruggiero
Town Solicitor

Date: 6-20-23

APPROVED:



Peter Alviti, Jr. P. E.
Director
Date: 5/10/23

APPROVED:



~~Jamie Hainsworth~~ EDWARDS MOLLO
Town Manager ADMINISTRATOR
Date: 5/26/23



Town of Jamestown

Town Clerk's Office

Town Hall, 93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9800 • Fax 423-7230
email: rfagan@jamestownri.net

Roberta J. Fagan
Town Clerk
Probate Clerk

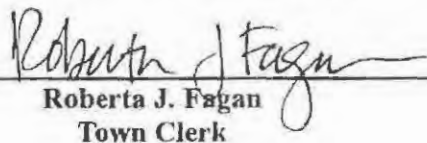
Office of the Town Clerk CERTIFICATE

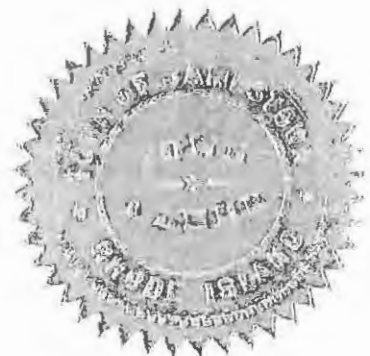
I, Roberta J. Fagan, Town Clerk of the Town of Jamestown, County of Newport, Rhode Island, having by law the custody of the seal, and the records, books, documents, and papers of or appertaining to said Town, hereby certify the annexed to be true copies of papers appertaining to said Town, and on file and of record in this office:

At the regular meeting of the Jamestown Town Council held Monday, March 21, 2022, the following was approved as part of the Consent Agenda:

Permission to authorize Town Administrator Hainsworth to sign 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

In attestation whereof, I have hereunto set my hand, and have affixed the Seal of said Town, this 6th day of April, 2022.


Roberta J. Fagan
Town Clerk



SUBRECIPIENT AGREEMENT

By and Between

RHODE ISLAND DEPARTMENT OF TRANSPORTATION

and the

TOWN OF JAMESTOWN

MELROSE ELEMENTARY SCHOOL AND LAWN AVENUE MIDDLE SCHOOL

SAFE ROUTES TO SCHOOL PROGRAM

AGREEMENT made and entered into by and between the State of Rhode Island acting through its Department of Transportation (hereinafter the State) and Town of Jamestown which has as its registered DUNS¹ number 075691667

WHEREAS, the State is the recipient of Safe Routes to School (SRTS) funding from the United States Department of Transportation, administered through the Federal Highway Administration (hereinafter FHWA); and

WHEREAS, the State of Rhode Island has approved the Town's application for funding the Melrose Elementary School and Lawn Avenue Middle School Safe Routes to School Program (hereinafter the Project); and

WHEREAS, no Research & Development (R & D) activities are part of the Project; and

WHEREAS, the Town of Jamestown agrees to be responsible for the design and construction of the Project, and

WHEREAS, the Project will be implemented under the provisions established in the Federal - Aid Policy Guide of the FHWA, FHWA regulations at Title 23 of the Code of Federal Regulations and State requirements and procedures; and

WHEREAS, the State and Town of Jamestown recognize that Project funds may be reduced based upon obligational authority limitations. The State will work with the Safe Routes to School Steering Committee (Subcommittee to the State Planning Council's Transportation Advisory Committee) to set priorities based on limitations on available funding; and

WHEREAS, The State has Agreed to contribute funds not exceeding Four Hundred and Fifty-One Thousand Seven Hundred and Fifty Dollars (\$451,750) towards the construction of the Project; Of this amount Eighty Percent (80%) Three Hundred and Sixty-One Thousand Four Hundred Dollars (\$361,400) is Federally funded; and (20%) Ninety Thousand Three Hundred and Fifty Dollars (\$90,350) is State Funded

¹ Data (Universal Numbering System (DUNS) number. Note: The Name of the Entity must match the name associated with its DUNS number as listed in the System for Awards Management (SAM)

WHEREAS, the parties entered into a Project Agreement (AGREEMENT) dated February 6, 2009, for purpose of implementing the Project (attached hereto as Exhibit 1) and terminated the AGREEMENT in its entirety and replaced with a new Project Agreement that was executed on December 13, 2011; and

WHEREAS, the parties entered into this Project Agreement (AGREEMENT) dated December 13, 2011, for purpose of implementing the Project (attached hereto as Exhibit 2) and terminated the AGREEMENT in its entirety and replaced with this new Project Agreement, and

NOW THEREFORE, in consideration of the foregoing premises and the mutual obligations herein, the State and the Town of Jamestown hereby agree as follows:

1. The Project will provide for improved pedestrian circulation from residential neighborhoods and include American with Disabilities Act (ADA) compliant new sidewalks, repairs to existing sidewalks, wheelchair ramps, crosswalks, curbing modifications, and walking paths. The MUNICIPALITY will develop a prioritized list of PROJECT improvements and refine the list as engineering designs proceeds to ensure the PROJECT remains within the established funding amounts.
2. The authorized start date of the Project for reimbursement purposes shall be the purchase order authorization date. Project performance end date will be in December 2024.
3. The Town of Jamestown will be responsible for environmental permitting, project design and project construction of the Project in accordance with the plans and specifications approved by the State.
4. The State will monitor the activities of the Town of Jamestown as necessary to ensure that the funds are used for authorized purposes, in compliance with Federal statutes, regulation, and the terms and conditions of this Agreement.
5. Prior to the start of construction, the Town of Jamestown shall certify to the State that all improvements made as part of the Project are on public right-of-way and that no private properties, acquisitions, easements, or other right-of-way permissions are required.
6. The Town of Jamestown will be responsible for payment of all costs associated with design and construction of the Project; the State will reimburse the Town of Jamestown up to and not exceeding Four Hundred and Fifty-One Thousand Seven Hundred Fifty Dollars (\$451,750) for the costs of construction; costs in excess of said reimbursement are the responsibility of the Town of Jamestown. Supporting documentation of payment will be required for all reimbursements.
7. The Town agrees to indemnify, defend and hold harmless the State, the Department, its officers, employees and agents, from any and all suits, actions, claims, liabilities, damages, losses, penalties, or costs of any character or nature brought on account of any injuries, death, damages sustained by any person or property, or from any violations of local, state or federal laws or regulations, arising out of or from any cause whatsoever in relation to the Project or this Agreement except to the extent caused by the negligent acts or omissions of the State only. The Town shall acquire insurance at the minimum amounts as specified in the State's Standard Specification for Road and Bridge Construction (latest edition and/or compilation), the State must be listed as an additional Insured and Loss Payee on any such insurance policy, and the State must be provided a Certificate and Endorsement page as proof. All insurance policies shall provide thirty (30) days' notice of cancellation to the State.
8. The Town of Jamestown will select a Project Manager to administer the Project. Such administration will include but not be limited to the coordination with RIDOT on the review and approval of 90%, Plans Specifications and Estimate (PS&E) and advertising set of contract documents, contract addenda, and

Change Orders The Town of Jamestown shall also be responsible for the maintenance of a Project account, as well as processing invoices, change orders, and contract addenda. The Town of Jamestown will maintain all financial records.

9. Pursuant to the provisions of Title 37 Chapter 14.1 of the General Laws of Rhode Island (state funds), or 49 CFR part 26 (federal funds), Disadvantaged Business Enterprises (DBEs) shall have the maximum opportunity to compete for and perform contracts and subcontracts under this Agreement.
 - A. The State shall not issue a Notice to Proceed to construction of the Project until such MBE/DBE plan, if required, has been approved.
 - B. This Project will be assigned a MBE/DBE goal. RIDOT requires the submission of executed MBE/DBE subcontract Agreement(s) between the prime contractor and any qualified MBE/DBE subcontractor(s) who will perform work under this Contract. These executed contract Agreements should be addressed to the Department's Office of Business and Resources for approval and include the executed MBE/DBE Utilization Form as the cover sheet for the MBE/DBE subcontracts. The DBE Utilization Form is Exhibit A of this Agreement.
 - C. When the Town of Jamestown is ready to award a contract, the contract documents must include the MBE/DBE Special Provisions contained in Exhibit C of the Agreement.
10. Pursuant to EEO 11246 and 41 CFR Part 60, a contractor-based program to provide on-the-job training (OJT) must be approved by the Department as referenced in the Required Contract Provisions for Federal-Aid Projects (FHWA-1273) Index under Training Special Provisions (REV. 09/23/97) (Job Specific) (Page 24). This program must be submitted by the contractor and / or subcontractor(s) whose work is valued at \$10,000 or greater to the Department's Civil Rights Office for approval. Contact RIDOT OJT Coordinator to obtain OJT training plan approval and form(s) with instructions for submittal if this is applicable.
11. As a condition to receiving any federal financial assistance from the FHWA through the State, the Town of Jamestown is subject to and must comply with Title VI of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000d - 2000d-4, 49 C.F.R. Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and other pertinent anti-discrimination directives that form the basis of the State's Title VI/Nondiscrimination Program, including 23 U.S.C. § 109(h); 23 U.S.C. § 324; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794; Title VIII of the Civil Rights Act of 1968, 42 U.S.C. §§ 3601 - 3619; Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. §§ 4601 - 4655; the Age Discrimination Act of 1975, 42 U.S.C. §§ 6101 - 6107; Title II of the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12131 - 12165; 49 U.S.C. § 5332; Executive Order No. 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations; and Executive Order No. 13166, Improving Access to Services for Persons with Limited English Proficiency. Furthermore, prior to submission of the first reimbursement request, Town of Jamestown will submit to the State a signed **Sub-Recipient Title VI Assurances and Non-Discrimination Provisions** form which is located on page 1 of Exhibit B.
12. In accordance with the Code of Federal Regulations, 23 CFR 633.102(e), "The contractor shall insert in each subcontract, except as excluded by law or regulation, the required contract provisions contained in Form FHWA-1273 and further require their inclusion in any lower tier subcontract that may in turn be made. The required contract provisions of Form FHWA-1273 shall not be incorporated by reference in any case. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the requirements contained in the provisions of Form FHWA-1273." A copy of Form FHWA 1273 can be found at <https://www.fhwa.dot.gov/programadmin/contracts/1273/1273.pdf>. Modifications to the provisions of Form FHWA-1273 are not allowed.

13. Similarly, pursuant to obligations imposed under Title VI of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000d - 2000d-4, 23 CFR 200.9 and 49 CFR 21.7, the contractor shall include in every subcontract the provisions of paragraphs (1) through (6) of the attached Title VI Assurances, [See Exhibit B, Appendix A, Pages A-1 and A-2], unless exempt by regulations or directives issued pursuant to 49 CFR Part 21.
14. Public Law 109-282, the Federal Funding Accountability and Transparency Act of 2006 as amended (FFATA), requires full disclosure of all entities and organizations receiving federal funds including grants, contracts, loans and other assistance and payments through a single publicly accessible Web site, USASpending.gov.
- A. In accordance with the Federal Fiscal Accountability Transparency Act (FFATA) and State of Rhode Island policy, all recipients and sub-recipients of federal funds must have a valid DUNS number² and be registered with the *System for Award Management*.³
 - B. The Town of Jamestown is required to show evidence of current registration in both systems. To download a PDF verification, go to www.sam.gov and go to "Search Records," enter the Town of Jamestown DUNS number, and select "Export PDF." Submit SAM Search Results PDF form with this Agreement.
 - C. The Town of Jamestown is required to maintain active registration in the *System for Award Management*. Registration must be reviewed and updated on a yearly basis prior to expiration date.
15. The Town of Jamestown shall submit a copy of the single audit report required under Office of Management and Budget (OMB) Uniform Guidance 2 C.F.R. 200.501 to the State. If during any fiscal year the Town of Jamestown expends a total amount of Federal awards equal to or in excess of \$750,000, it shall have a Single Audit performed in accordance with OMB Uniform Guidance 2 C.F.R. 200.501. The required audit must be completed within 9 months of the end of the Town of Jamestown audit period. Within 6 months of RIDOT's receipt of the audit, the Department will issue a management decision on the audit findings.
- A. Conversely, if during any fiscal year the Town of Jamestown expends a total amount of Federal awards less than \$750,000, it shall be exempt from the Single Audit requirement for that fiscal year.
 - B. The contents of the Federal Single Audit (the "Audit Reports") must be in accordance with the Government Auditing Standards issued by the Controller General of the United States.
 - C. The Audit Reports shall comply with the requirements as outlined in OMB Uniform Guidance 2 C.F.R. 200.501.
 - D. The Town of Jamestown shall require that the work papers and reports of an independent Certified Public Accountant ("CPA") be maintained for a minimum of five (5) years from the date of the Audit Report. Moreover, the Town of Jamestown will adhere to the applicable OMB Uniform Guidance at 2 C.F.R. 200.501 compliance requirements for projects funded under Catalog of Federal Domestic Assistance (CFDA) number 20.205.
16. The design of the Project will conform to all State design standards and policies.
- A. The Town of Jamestown will submit the design plans to the State for review and approval at the preliminary stage of design and submit the plans, specifications, and estimates (hereinafter PS&E)

² To obtain a DUNS number, go to <https://iupdate.dnb.com/iUpdate/companylookup.htm>

³ To register with the System for Award Management, go to www.sam.gov

at the 90% stage of design and at the PS&E stage of design. Such submissions will include but not limited to all engineering, landscaping, and permitting requirements, as applicable to the Project.

- B. The State will respond to the submissions within thirty (30) days of their receipt.
 - C. Review by the State is for the limited purpose of confirming that final design documents will be acceptable to the State and is not intended to relieve the Town of Jamestown of full responsibility with respect to errors and omissions.
17. The Town of Jamestown will work with the State to obtain an Environmental Determination of no significant impact on the Project in accordance with FHWA regulation at 23 CFR Part 771.117. Neither right-of-way actions nor construction of the project may proceed until receipt of said Environmental Determination. The City shall be responsible for obtaining all applicable permits.
18. The Town of Jamestown will construct the Project using the design approved by the State subject to the following requirements:
- A. In awarding the construction contract to the lowest qualified bidder, the Town of Jamestown will use competitive bidding for the Project in conformance with 23 CFR Part 635 and will comply with all provisions of Title 37, Chapter 2 of the Rhode Island General Laws.
 - B. The Town shall assign an engineer to ensure that the Project is completed in accordance with approved plans and specifications.
 - C. The Town may utilize a resident engineer from its Public Works Department and/or consulting engineering services to be responsible for administration of the construction of the Project. This responsibility shall include:
 - i. Monitoring the rate of progress by the contractor on the Project; interpretations of the City's contract documents and acceptable fulfillment of work by the Contractor.
 - ii. Ensuring that completed work by the contractor conforms to the contract documents.
 - iii. Decision making authority on the quality and acceptability of materials furnished, including the authority to reject defective material and/or suspend work that is being improperly performed.
 - iv. Authority to make changes to quantities not greater than ten percent (10%) of the corresponding values in the contractor's proposal.
 - v. All change orders shall be pre-approved by the State before work detailed in the change order is performed.
 - vi. Site visits at intervals appropriate to the various stages of construction to observe progress and inspect the quality of work; and, providing for more continuous visits and observations through qualified assistants as mutually agreed upon with the State.
 - vii. Issuance of interpretations and clarifications of the contract documents and review and approval of shop drawings and samples as required.
 - viii. Receipt and review of inspections and tests to ensure compliance with the contract documents.

- ix. Review of applications for payment, and recommendation of payment based on the progress and quality of work in accordance with the contract documents.
 - x. Quarterly monitoring and reporting of DBE requirements
 - xi. Preparing a reproducible set of as-built drawings.
- D. The Town of Jamestown shall be responsible for ensuring that materials incorporated into the Project are in conformance with State Standards and Specifications, material testing is subject to State reimbursement.
- i. The Town of Jamestown shall submit a Materials Testing Schedule based upon the Department's Master Materials Testing Schedule to the State for review and approval before commencing construction.
 - ii. Steel, aggregate, soils, Portland cement concrete, and bituminous concrete utilized in construction of the Project shall be obtained from State approved sources and sampled and tested by personnel certified by either the Northeast Transportation Training and Certification Program, the National Institute for Certification of Engineering Technologies, or American Concrete Institute, whichever may be applicable, for the materials being sampled and tested.
 - iii. Steel used in permanent placements shall comply with Buy America Requirements
 - iv. The Town of Jamestown shall obtain certificates of compliance and mill certifications in accordance with the approved Materials Testing Schedule.
 - v. The Town of Jamestown must certify that all materials used as part of the Project comply with the design specifications established for the Project.
 - vi. Contractor test results shall not be used for materials acceptance.
 - vii. All samples shall be random samples and all sampling and all testing shall meet the requirements of 23 CFR Part 637, Construction Inspection and Approval
 - viii. Manufacturer certificates of compliance must accompany each shipment of product and must be received and accepted by the Project Manager prior to incorporating the product into the work. Under no circumstances will the State reimburse costs for items where certificate of compliance is required
- E. The Town of Jamestown must certify that prevailing wage (Davis-Bacon Act in accordance with 29 CFR 5.5) rates have been paid during the construction of the Project. Certifications of prevailing wage rates must be provided with each invoice subject to review and acceptance by the State in accordance with State procedures.
- F. For projects within the State highway right-of-way, in accordance with 23 CFR 635.105(b), the State shall assign an engineer to ensure that the Project is completed in accordance with approved plans and specifications.

- G. The Town of Jamestown shall notify the State in writing of the anticipated start date of construction. Notification shall be delivered by hand or by certified mail, electronic mail, return receipt requested, in an envelope addressed as follows:

Administrator, Office of Transit
2 Capitol Hill – Room 316
Providence, RI 02903

- 19. The following are the General Program Requirements for the submission of reimbursement requests by the Town of Jamestown.

- A. The Town of Jamestown shall invoice the State for work completed by the contractor on the Project and the cost of materials supplied by the contractor to the Project in accordance with State requirements and procedures. All invoices shall include proper documentation, including but not limited to proof of payment for expenses included in the invoice. All invoices shall be sent directly to:

Department of Transportation
Attn: Accounts Payable
Two Capitol Hill, Room 222
Providence, RI 02903

- B. The Town of Jamestown shall submit reimbursement requests with a cover letter signed by the Project Manager containing the following language and provisions:

"I hereby certify that the materials and work for which payment is being requested meets the requirements of the contract documents and approved change orders in all respects, except as noted below. This certification is made in full cognizance of the Federal False Statements provisions under United States Code, title 18, section 1020, and I am duly authorized to certify on behalf of Town of Jamestown."

- 20. The following are the General Program Requirements for the finalization and closeout of the Project:

- A. Finalization and acceptance of the Project shall be performed by the State. The following items are required to finalize and close the Project:
 - i. Final Inspection Report
 - ii. Corrective action plan(s) and Certification for Punch List Resolution
 - iii. RIDOT's Certificate of Completion & Final Acceptance certifying that the Project has been completed accordance with the contract documents

- iv. DBE Request for Verification of Payment
 - v. Certification for Prevailing Wage (Davis Bacon) Rate
 - vi. Anti-Collusion Certification for Contract and Force Account
 - vii. Certification Regarding Debarment, Suspension, and Other Responsibility Matters
Appendix A - Primary Covered Transactions and Appendix B - Lower Tier Covered Transactions
 - viii. Materials, Certificates of Compliance & Mill Tests Certification
 - ix. Copy of Single Audit Report(s) issued in years in which work was performed if applicable
 - x. Equal Employment Opportunity Certificate of Compliance
 - xi. A copy of As-Built Plans
21. The Town of Jamestown and State agree that no work associated with relocation of utilities underground shall be subject to reimbursement as part of this project.
22. The State reserves the right to have access to any documents, papers, or other records of the Town of Jamestown which are pertinent to the Federal award, in order to make audits, examinations, excerpts, and transcripts. The right also includes timely and reasonable access to the Town of Jamestown personnel for the purpose of interview and discussion related to such documents.
23. The Project shall be subject to inspections by the State in accordance with State procedures. All findings must be satisfactorily addressed before final reimbursement by the State.
24. Upon substantial completion of the Project, the Town of Jamestown will be responsible for the maintenance of the facility/facilities constructed under this Agreement, in accordance with plans and specifications developed for the Project at its own cost and expense. The facility shall be in an accessible condition for all pedestrians, including persons with disabilities, with only isolated and temporary interruptions in accessibility as required under with 28 CFR § 35.133. This maintenance obligation includes reasonable snow removal efforts.
25. All costs billed under this Agreement are subject to audit. The Town of Jamestown agrees to maintain all records pertaining to the costs incurred in performance of the Project and this Agreement for a period of three (3) years from the date of final payment and all other pending matters are closed.
26. The State reserves the right to terminate this Agreement if state or federal funds are rescinded or not authorized.
27. The Town Manager will take all necessary steps to receive authority from Town Council to enter into and execute this Agreement including but not limited to submission of the Agreement to the Town Council for ratification and submission of proof of such authority to the State prior to advertising construction of the Project.
28. This Agreement may not be altered or amended except by written agreement signed by all the parties.


IN WITNESS WHEREOF, the Rhode Island Department of Transportation and the Town of Jamestown have caused this Agreement to be executed by duly authorized officials on the 4th day of April, 2022


DEPARTMENT OF TRANSPORTATION:

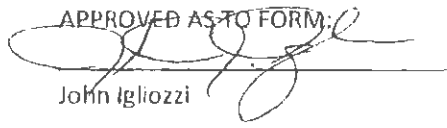
Town of Jamestown

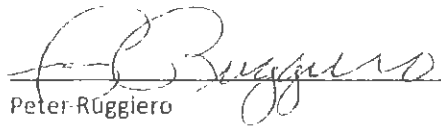
RECOMMENDED FOR APPROVAL:

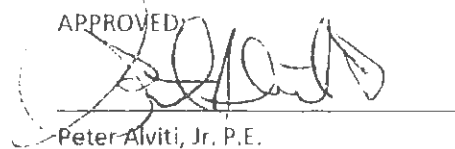
RECOMMENDED FOR APPROVAL:


Stephen A. Devine
Administrator, Office of Transit
Date: 3/24/22


Loren Doyle
Chief Financial Officer
Date: 3/24/22

APPROVED AS TO FORM:

John Igliozzi
Assistant Director of Legal Services/
Chief of Staff
Date: _____


Peter Ruggiero
Town Solicitor
Date: 4-4-22

APPROVED:

Peter Alviti, Jr. P.E.
Director
Date: 3/29/22

APPROVED:

Jamie Hainsworth
Town Manager
Date: 4/4/2022



TOWN OF JAMESTOWN

SECTION		EFFECTIVE DATE	PAGES
200 – Human Resources		08/01/2023	2
SUBSECTION		PREVIOUSLY ISSUED DATES	
00 – Employment Hiring			
TITLE		POSTING	
200.01 – Employment Hiring		All Departments	
AUTHORITY		REFERENCE	
Human Resource Director			

I. PURPOSE

The purpose of this policy is to establish an effective and fair selection process that results in the appointment of those persons who possess the skills, knowledge, and abilities to best serve the citizens of Jamestown.

II. POLICY

It is the policy of the Town of Jamestown that successful applicants are selected from a diverse candidate pool reflective of the community served; that all applicants have equal opportunity for employment; and that those employed are the most highly qualified.

III. EQUAL EMPLOYMENT OPPORTUNITY:

- A. It is the practice of the Town of Jamestown to extend equal employment opportunity to all individuals on the basis of job-related qualifications, regardless of race, color, creed, sex, national origin, age, religion, handicap, or other non-merit factors.
- B. This procedure applies to all areas of personnel administration to include recruitment, selection, training, promotion, transfer, demotion, layoff, or termination and applies to all employees and applicants for employment.
- C. Specific steps to ensure equal employment opportunity during hiring may include:
 1. Advertisements will be marked “Equal Employment Opportunity” and will appear in at least one newspaper of general circulation in the Jamestown area.

2. All sites selected for advertisement will be accessible to the general and disabled public.
3. Advertisements in various print and electronic media, and the Town of Jamestown's website.
4. Contractually obligated posting requirements will be complied according the applicable collective bargaining agreements

IV. APPLICATION PROCEDURES

- A. Applicants will be investigated in order to determine further eligibility for appointment with the Town.
 1. Background investigations will include, but are not limited to, the following areas:
 - a. Verification of qualifying credentials; i.e., diplomas, degrees, military history, and driver's license.
 - b. Criminal history record checks
 - c. Court history
 - d. Verification of at least three personal references
 - e. Credit inquires
 - f. Employment record
 2. Candidates will be required to sign conditional offers of employment before such background investigations will commence.
- B. Candidates may be required undergo a pre-employment physical medical exam by a licensed physician to include drug screening prior to employment. This exam will be scheduled and paid for by the Town.

V. PROBATIONARY PERIOD

Upon being hired, new employees may be placed on a probationary status. New or transferred employees shall be informed in writing of the term of probation.



TOWN OF JAMESTOWN

SECTION		EFFECTIVE DATE	PAGES
200 – Human Resources		08/07/2023	5
SUBSECTION		PREVIOUSLY ISSUED DATES	
40 – Conditions and Benefits			
TITLE		POSTING	
240.01 –Harassment and Discrimination		All Departments	
AUTHORITY		REFERENCE	
Human Resource Director			

I. POLICY:

The Town of Jamestown is committed to preventing any form of harassment, discrimination, or retaliation from occurring in the workplace or in any interaction with the public. It is the policy of the Town that harassment, discrimination, and retaliation are unacceptable and will not be tolerated. Further, it is the policy of the Town to treat its citizens, customers, and employees with respect and dignity and to strive to provide a working environment free of discrimination, harassment, and retaliation. This policy applies to all employees, officials, volunteers, and all non-employees who have contact with employees during working hours.

Any Town employee who has been found, after investigation, to have harassed another town employee, official, volunteer, consultant or non-employee because of their race, color, ancestry, religion, sex, national origin, age, disability, medical condition, pregnancy-related condition, sexual orientation, or gender identity or expression will be subject to disciplinary action.

II. PURPOSE:

To establish a policy prohibiting harassment, discrimination, and retaliation and to establish procedures for the investigation and resolution of complaints in accordance with Title VII of the Civil Rights Act and/or the Rhode Island Fair Employment Practice Act.

III. DEFINITIONS:

- A. Employment **discrimination** is the unfair treatment of protected persons because of the person's race, color, ancestry, religion, sex, national origin, age, disability, medical condition,

pregnancy-related condition, sexual orientation, or gender identity or expression. This may include a refusal to hire, different job assignments, harassment, the denial of a raise, a transfer, denial of promotion or assignment, unfavorable performance evaluation, discipline or discharge, or other term of employment.

- B. Harassment** is the unwelcome, hostile or abusive conduct, whether verbal, non-verbal or physical, directed to an employee because of the employee's race, color, ancestry, religion, sex, national origin, age, disability, medical condition, pregnancy-related condition, sexual orientation, or gender identity or expression.

Harassment based on a person's race, color, ancestry, religion, sex, national origin, age, disability, medical condition, pregnancy-related condition, sexual orientation, or gender identity or expression occurs when:

1. The focus and/or content of the harassing act is race, color, ancestry, religion, sex, national origin, age, disability, medical condition, pregnancy-related condition, sexual orientation, or gender identity or expression.
2. The harassing act tends to create and intimidating, oppressive, hostile or offensive working environment or tends to otherwise interfere with an individual's emotional well-being or ability to perform work.

- C. Sexual harassment** is a form of sex discrimination. It includes an unwelcome or unsolicited sexual advance, a request for sexual favors, and other verbal or physical conduct of a sexual nature.

Conduct is considered sexual harassment when:

1. Submission is made an express or implied term or condition of employment.
2. Submission to or rejection of the harassing act is used as a basis for employment or business decisions affecting an individual.
3. Such conduct may have the purpose or effect of interfering with an individual's work performance and/or may create an intimidating, hostile or otherwise offensive work or business environment.

- D. Hostile Work Environment** -- A workplace environment that a reasonable person, considering the totality of the circumstances, would find offensive or intimidating due to severe or pervasive conduct that alters the conditions of employment and creates an abusive working environment, based on an employee's race, color, ancestry, religion, sex, national origin, age, disability, medical condition, pregnancy-related condition, sexual orientation, or gender identity or expression. An abusive work environment includes a workplace permeated with discriminatory intimidation, ridicule or insult.

Factors that may contribute to a hostile work environment include, but are not limited to:

1. The severity of the conduct;

2. The frequency of the conduct;
3. Whether the conduct is physically threatening or humiliating or a mere offensive utterance;
4. Whether the conduct unreasonably interferes with the employee's work performance;
5. Whether the alleged harasser was a co-worker or a supervisor.

- E. **Retaliation** is the verbal, non-verbal or physical conduct, treatment or discrimination, intended to intimidate, interfere with, or discourage an employee from reporting harassment or discrimination as it relates to this policy or filing a complaint; or conduct or treatment intended to intimidate an employee into abandoning a pending complaint.

IV. EXAMPLES OF HARASSMENT

A. Written examples include suggestive or obscene letters, notes, jokes, e-mails and invitations.

B. Verbal examples include unwelcome statements that are degrading, including name-calling, demeaning remarks, teasing, innuendoes, suggestive comments or statements, slurs, jokes, offensive, suggestive or insulting sounds, whistling, propositions or threats including sexually suggestive conduct, sexually oriented noises, remarks, derogatory comments, and racial epithets.

C. Physical examples include unwelcomed intentional physical conduct, or threats of such conduct, which is sexual in nature, physical conduct such as touching, pinching, grabbing, brushing against the body, assaulting or committing any other physical violence or physical threats against another employee. This includes blocking a person's path, following a person, making suggestive, offensive or derogatory gestures or facial expressions.

D. Visual examples include leering, gestures or displays of or otherwise publicized sexually suggestive, graphic or derogatory objects, demeaning or pornographic objects or pictures, cartoons or posters, materials, graffiti, symbols or commentaries in the workplace including e-mails and the use of the computer.

E. Other examples include, but are not limited to, threats of reprisal, implying or actually withholding support for appointments, promotion or transfer, rejection during probation, punitive actions, changes of assignments, or suggesting that a poor performance report will be prepared if requests for sexual favors are not met.

F. The harassing act may be focused on an individual who is not physically present at the time, or who was present but did not actually see or hear the acts.

V. RETALIATION

It is also a violation of this Policy for an employee to retaliate against the complainants, witnesses or other parties to a complaint of discrimination or harassment. A verified allegation of retaliation will be treated the same as any other violation of this Policy and may result in action taken against the retaliator, even if the original complaint is not determined to have merit.

VI. PROCEDURES:

- A. Complaints regarding instances of harassment, discrimination, or retaliation, shall be reported to any of the following: the employee's immediate supervisor, Human Resource Director or the Town Administrator. In addition to or instead of complaining to the above persons, employees have the right to file a charge of discrimination with the federal and state agencies responsible for enforcing the laws against illegal workplace harassment. The names and addresses of those agencies are listed below:

Equal Employment Opportunity Commission, 1 Congress Street, Boston, MA 02114, tel.: (617) 565-3200.

Rhode Island Commission for Human Rights, 180 Westminster Street, 3rd Floor, Providence, RI 02903, tel.: (401-222-2661).

1. Regardless to whom the complaint is made, the employee should provide the following information:
 - a. His or her name, title, and work assignment
 - b. The name of the person (persons) committing the harassment or discrimination.
 - c. The specific nature of the harassment or conduct complained of, how long it occurred, any employment action (demotion, failure to promote, dismissal, refusal to hire, transfer, etc.) taken as a result of the harassment or conduct, or any other threats made as a result of the harassment or discrimination.
 - d. Witnesses to the harassment, discrimination, or retaliation.
 - e. Details of any previous reports of a similar nature involving the alleged harasser or any related complaints.
- B. Employees shall report all allegations of sexual harassment or discrimination as promptly as possible. The employee shall also submit a memorandum to the Town Administrator detailing the circumstances. Such reports will initiate a confidential internal investigation.
- C. All complaints will be handled in a timely and confidential manner. Information concerning a complaint shall not be released to anyone who is not directly involved with the investigation. The purpose of this provision is to protect the confidentiality of the employee who files a complaint and to encourage reporting of incidents of harassment, discrimination or retaliation.

- D. The Town Administrator shall immediately take action to limit the concerned employee from any further work contact.
- E. The Town Administrator or his/her designee shall conduct an immediate investigation into the allegation.
- F. If the Town Administrator determines that an employee has violated this policy, it will take prompt, effective remedial action including imposing corrective action upon the violator.
- G. If the allegation involves the Town Administrator, the complainant will present the allegation without delay to the Town Solicitor.

VII. TRAINING

- A. This Town will provide initial and updated harassment and discrimination training to all members annually.

VIII. REFERENCES

Title VII of the Civil Rights Act of 1964 (as amended); 29 C.F.R. 1604.11, 1630.12
RI Fair Employment Practice Act
RI General Laws 28-5-5, 28-51-2

TOWN OF JAMESTOWN



SECTION	EFFECTIVE DATE	PAGES
200 - Human Resources	08/1/2023	6
SUBSECTION	PREVIOUSLY ISSUED DATES	
40 - Conditions and Benefits		
TITLE	POSTING	
240.10 - Work Related Injuries	All Departments	
AUTHORITY	REFERENCE	
Human Resources		

I. PURPOSE

It is the purpose of this policy to establish the proper procedure for reporting work related injuries.

II. POLICY

It is the policy of the Town to ensure proper medical treatment and to thoroughly investigate and document all work related injuries.

III. PROCEDURE**A. WORK RELATED INJURY**

1. Whenever any staff member suffers an injury while working, that member shall immediately notify a supervisor.
 - a. The supervisor shall immediately notify the Human Resource Director and/or Town Administrator.
2. The Town Administrator or his/her designee will conduct an investigation of the incident which shall include:
 - a. Ensure that the staff member receives appropriate medical treatment as necessary.
 - b. As soon as possible, document the circumstances causing the injury:
 1. Describe the nature of the injury
 2. Factors contributing to the incident and description of the incident

3. Any potential witnesses
- c. Photograph and document the area in which the incident occurred.
- d. Ensure that the injured staff member completes:
 1. Accident Report - On The Job
 2. Medical Record Release Forms
- e. Immediately submit to Human Resource Director:
 1. Accident Report - On The Job
 2. Medical Record Release Forms

B. INJURY LEAVE

1. If the staff member is attended to by a physician and has been instructed not to return to work, a certificate from the physician shall state the nature of the injury and reason the person is not to return to work, and how long the person will be out of work. The staff member will see to it that the attending physician reviews the appropriate Essential Job Functions and completes the Medical Evaluation Report, which shall be submitted to the Human Resource Director.
 - a) For the purposes of the evaluation process, all documentation shall be submitted through the Human Resource Director or their designee.
 - b) The evaluation shall be conducted as expeditiously as possible without intentional delay.
2. While the staff member is on injury status, he or she will not under any circumstances accept or engage in any other employment.

C. RETURN TO WORK AUTHORIZATION

Once the staff member has been released by his or her physician to return to work, a release from the physician shall be submitted to the Human Resources Director stating that the person is able to return to work and able to perform all of the essential job functions of his or her job. The Human Resource Director may request that person to see a physician selected by the Town of Jamestown, before allowing the person to return to work.



Town of Jamestown
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199

ACCIDENT REPORT-ON THE JOB
(To be completed by injured staff member)

Date of Incident _____

Name of Employee

Time of Accident

Nature and Extent of Injury

Location of Incident

Treatment

Report Completed by

Signature

Witness(s)

Description of how accident occurred:



Town of Jamestown
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199

MEDICAL RECORD RELEASE FORM

Patient's Name _____ **Date** _____

Address _____

PATIENT'S AUTHORIZATION

Pursuant to Section 5-37.2 of the General laws of Rhode Island 1956, as amended, entitled "Confidentiality of Health Care Information Act". I hereby authorize and direct you, as a health care provider, as defined in said Act, to release to my employer, Town of Jamestown, Jamestown Police Department, its agents and employers, any and all medical information from my treating physician and any other health care provider as defined in Section 5-37 of the General Laws of Rhode Island 1956, as amended, rendering treatment to me for sickness or injury causing my inability to perform my duties. The release shall not authorize the release of medical information for any illness or disability not related to the reason for my absence. I further direct you not to give, sell, transfer or in any way relay such information to anyone other than my said employer without first obtaining my additional written consent therefore on a form stating the need for the proposed use of such information and the need for its transfer to another person.

I understand that:

1. Such information is needed for use by my said employer in connection with its consideration of my medical fitness;
2. All of the information is to be released, including costs incurred;
3. My consent for this release or transfer may be withdrawn at any future time;
4. Such information will not be given, sold, transferred, or in any other way relayed to another person without first obtaining my additional written consent therefore on a form stating the need for the proposed use of such information and the need for its transfer to another person;
5. I have received a copy of this information and notice and have read and understood its content prior to signing it.

Signature

Witness



Town of Jamestown
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199

AUTHORIZATION TO RELEASE HEALTH CARE INFORMATION

Patient Name: _____

DOB: _____

Address: _____

This authorization or photocopy hereof, which is unlimited as to time but subject to written revocation, will authorize my physician, hospital, medical attendant, health insurance company or others to furnish the Town of Jamestown and their appointed agents, any and all information, opinions or records related to treatment for my work-related injury which occurred on _____.

I understand that I may withdraw this Authorization for the disclosure of my Confidential Health Care Information, at any future time by notifying the person/entity from which I want to withdraw the authorization. However, my withdrawal/revocation will not affect the rights of anyone acting in reliance on this Authorization prior to notice of the withdrawal/revocation. I understand that information used or disclosed pursuant to this Authorization may be subject to re-disclosure by the recipient and may no longer be protected by federal or state law.

SIGNATURE _____

DATE _____



Town of Jamestown
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199

MEDICAL EVALUATION REPORT

Date: _____

Dear (physician) _____.

In order to successfully evaluate the work status of _____ the Town requires certain information. Your immediate attention to this matter is requested. Please structure your response to address the following areas:

1. What is nature of the illness or injury?
2. What is your diagnosis, prognosis, and treatment plan?
3. Did the employee claim that this is a work related injury?
4. Is it your opinion that this is a work related injury?
5. Can the employee perform all the essential job functions? (see attached)
6. If not, which job functions CANNOT be performed?
7. How long will the employee be restricted from performing these job functions?
8. Can the employee work eight hours a day? If not, how many?

_____/_____
Signature of Physician/Date

Print Name Physician

_____/_____
Signature of Employee/Date



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

PUBLIC NOTICE

File Number: 2023-03-033 Date: August 15, 2023

This office has under consideration the application of:

Donald Sadoway & Rebecca Miller
 1163 North Main Road
 Jamestown, RI 02835

for a State of Rhode Island Assent 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.

Project Location:	1163 North Main Road
City/Town:	Jamestown
Plat/Lot:	Plat 3, lot 484
Waterway:	Narragansett Bay

Plans of the proposed work can be requested at Cstaff1@crmc.ri.gov.

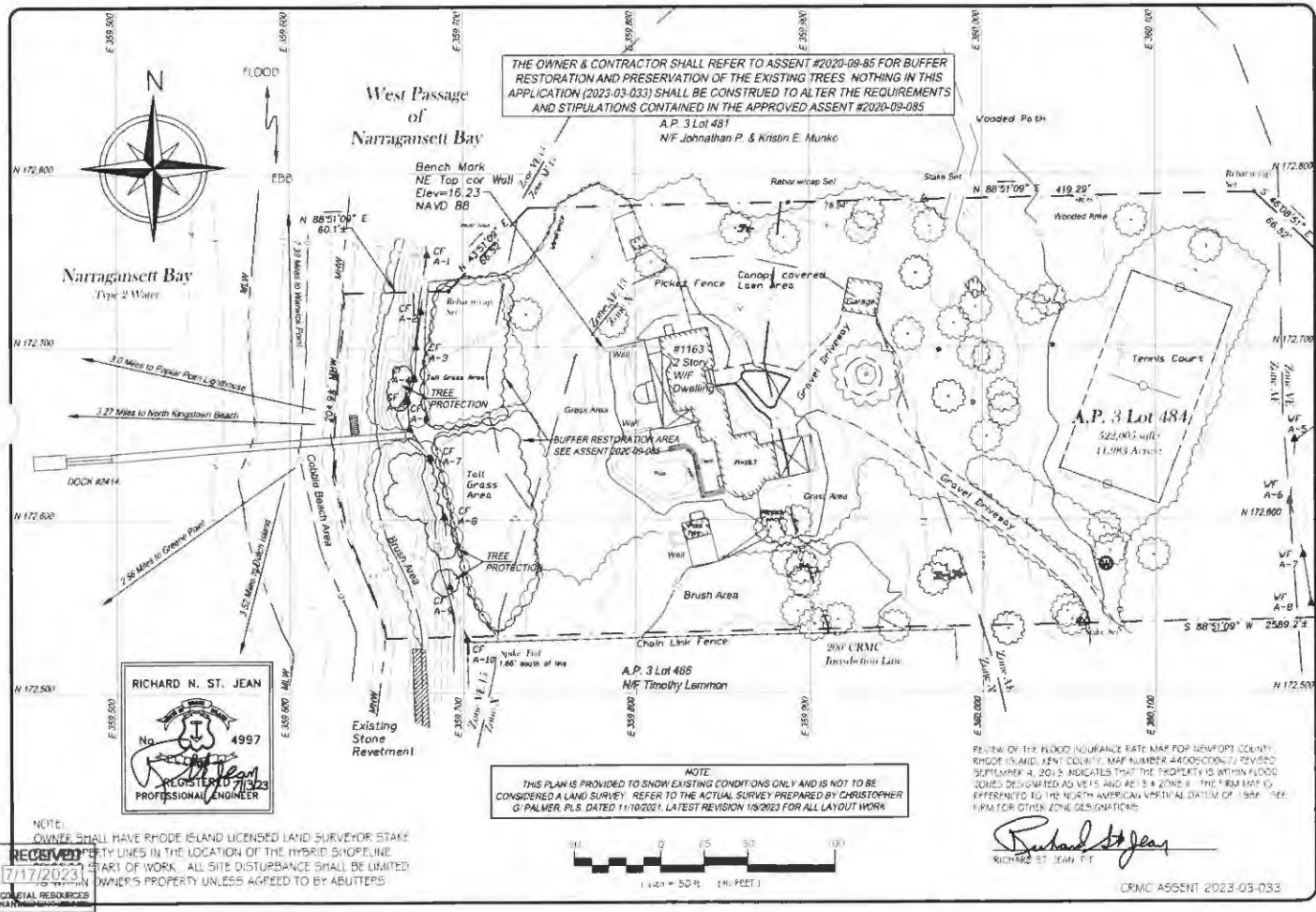
In accordance with the Administrative Procedures Act (Chapter 42-35 of the Rhode Island General Laws) you may request a hearing on this matter.

You are advised that if you have good reason to enter protests against the proposed work it is your privilege to do so. It is expected that objectors will review the application and plans thoroughly, visit site of proposed work if necessary, to familiarize themselves with the conditions and cite what law or laws, if any, would in their opinion be violated by the work proposed.

If you desire to protest, you must attend the scheduled hearing and give sworn testimony. A notice of the time and place of such hearing will be furnished you as soon as possible after receipt of your request for hearing. If you desire to request a hearing, to receive consideration, it should be in writing (**with your correct mailing address, e-mail address and valid contact number**) and be received at this office on or before September 15, 2023.

Please email your comments/hearing requests to: cstaff1@crmc.ri.gov; or mail via USPS to: Coastal Resources Management Council; O. S. Government Center, 4808 Tower Hill Road, Rm 116; Wakefield, RI 02879.

/lat



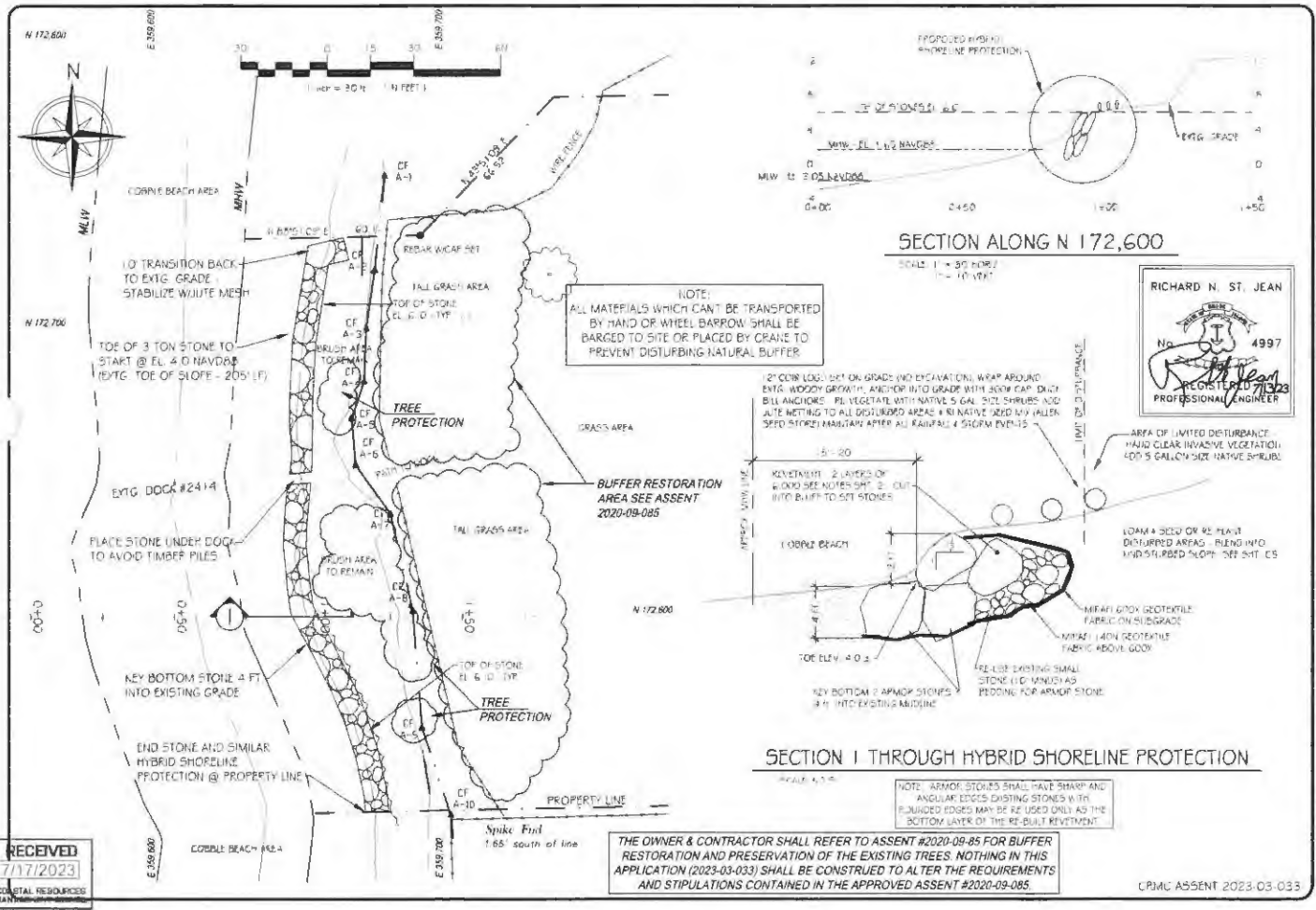
HOW BUFFER RESTORATION TERMINATE
1. ASSENT #2020-09-85 FOR BUFFER RESTORATION AT PROPR. LOTS
2. REVISED TOP OF STONE DRAINAGE DITCH PROTECTION PLAN TO
3. MODIFIED BUFFER RESTORATION PLAN TO
4. MODIFIED BUFFER RESTORATION PLAN TO
REVISIONS

Show By: No.
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Scale: 1" = 50'
Date: 2/15/2023

Donald Sudway & Rebecca Miller
INCORPORATED
HYBRID SHOULDERLINE PROTECTION
EXISTING CONDITIONS PLAN

ST. JEAN ENGINEERING, L.L.C.
CIVIL, MARINE AND STRUCTURAL
CONSULTING ENGINEERING
300 Park Street, Newport, RI 02840
Phone: 401-849-8906
www.stjeaneng.com

Sheet No.
C3
of 15



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COASTAL RESOURCES
MANAGEMENT

THE OWNER & CONTRACTOR SHALL REFER TO ASSSENT #2020-09-85 FOR BUFFER RESTORATION AND PRESERVATION OF THE EXISTING TREES. NOTHING IN THIS APPLICATION (2023-03-033) SHALL BE CONSTRUED TO ALTER THE REQUIREMENTS AND STIPULATIONS CONTAINED IN THE APPROVED ASSSENT #2020-09-85.

CRMC ASSSENT 2023-03-033

ST. JEAN ENGINEERING, LLC
CIVIL, MARINE AND STRUCTURAL CONSULTING ENGINEERING
200 South Bay Street, Suite 401, St. Jean, Louisiana 70584
Phone: 407-399-9999
Email: stjean@stjean-engineering.com

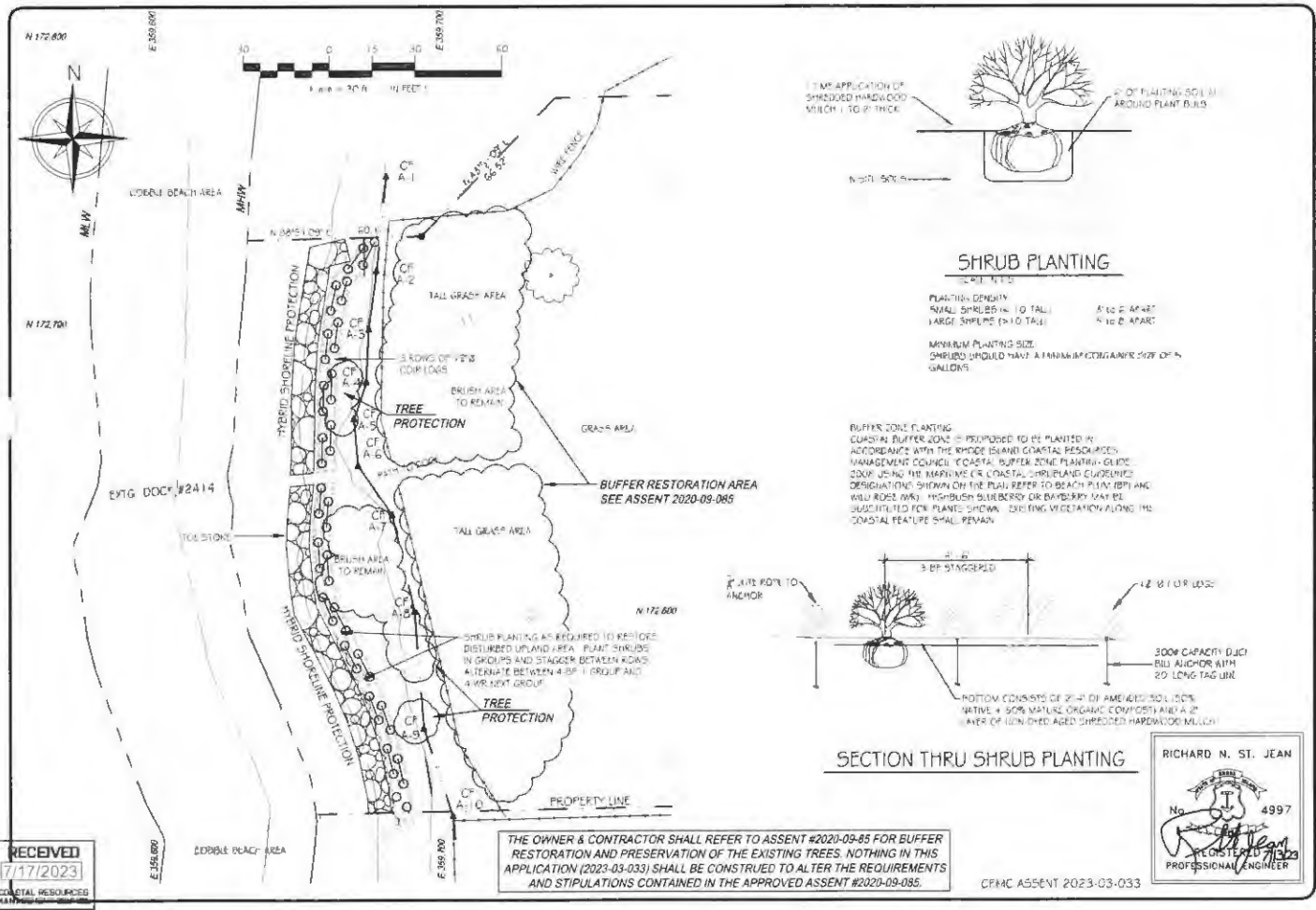
Richard N. St. Jean
REGISTERED PROFESSIONAL ENGINEER
No. 4997

Donald Sadoway & Rebecca Miller
REGISTERED PROFESSIONAL ENGINEERS
1000 North Bay Street, Suite 100, St. Jean, Louisiana 70584
Phone: 407-399-9999
Email: dsadoway@stjean-engineering.com

PROPOSED CONDITIONS PLAN

HYBRID SHORELINE PROTECTION

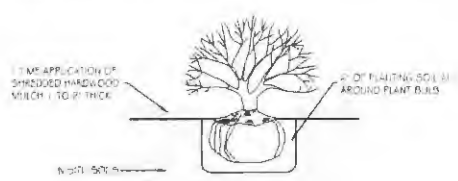
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COASTAL RESOURCES
NATURAL

THE OWNER & CONTRACTOR SHALL REFER TO ASSENT #2020-09-85 FOR BUFFER RESTORATION AND PRESERVATION OF THE EXISTING TREES. NOTHING IN THIS APPLICATION (2023-03-033) SHALL BE CONSTRUED TO ALTER THE REQUIREMENTS AND STIPULATIONS CONTAINED IN THE APPROVED ASSENT #2020-09-85.

CP&C ASSENT 2023-03-033

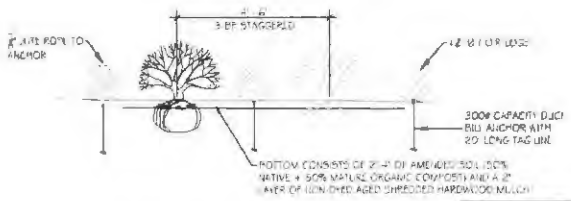


SHRUB PLANTING

PLANTING DENSITY:
SMALL SHRUBS (6' TO 10' TALL) 4' TO 6' APART
LARGE SHRUBS (10' TO 15' TALL) 6' TO 8' APART

MINIMUM PLANTING SIZE:
SHRUB SHOULD HAVE A MINIMUM CONTAINER SIZE OF 4 GALLONS

BUFFER ZONE PLANTING:
COASTAL BUFFER ZONE IS PROPOSED TO BE PLANTED IN ACCORDANCE WITH THE RHODE ISLAND COASTAL RESOURCES MANAGEMENT COUNCIL COASTAL BUFFER ZONE PLANTING GUIDE. SPECIFIC DESIGNATIONS SHOWN ON THE PLAN REFER TO BEACH PLANT (BPA) AND WILD ROSE (WR). HIGH-BUSH BLUEBERRY OR BAYBERRY MAY BE SUBSTITUTED FOR PLANTS SHOWN. EXISTING VEGETATION ALONG THE COASTAL FEATURE SHALL REMAIN.



SECTION THRU SHRUB PLANTING

RICHARD N. ST. JEAN
No. 4997
REGISTERED PROFESSIONAL ENGINEER

FROM BUFFER RESTORATION TERMINATE
1. BUFFER RESTORATION PROTECTION AT PROX. 100'
2. 10' BUFFER RESTORATION PROTECTION AT PROX. 100'
3. 10' BUFFER RESTORATION PROTECTION AT PROX. 100'
4. 10' BUFFER RESTORATION PROTECTION AT PROX. 100'
5. 10' BUFFER RESTORATION PROTECTION AT PROX. 100'
REVISIONS

Drawn By: PM
Checked By: AS
Scale: AS NOTED
Date: 07/20/23

Donald Sadowsky & Rebecca Miller
HYBRID SHORELINE PROTECTION
STABILIZATION MEASURES

ST. JEAN ENGINEERING, LLC
100 South Main St.
Warwick, RI 02886
Phone: 401.848.8900
Email: rns@stjeaneng.com

SHT NO.
C5
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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

PUBLIC NOTICE

File Number: 2023-08-012 Date: August 4, 2023

This office has under consideration the application of:

Wickford Oyster Company
 1026 Ten Rod Road
 North Kingstown, RI 02852

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.

Project Location/Waterway:	West Passage, North of Dutch Island
Nearest City/Town:	Jamestown
Related files:	Preliminary Determination CRMC# 2023-02-078

Plans of the proposed work are attached and can be requested at Cstaff1@crmc.ri.gov.

In accordance with the Administrative Procedures Act (Chapter 42-35 of the Rhode Island General Laws) you may request a hearing on this matter.

You are advised that if you have good reason to enter protests against the proposed work it is your privilege to do so. It is expected that objectors will review the application and plans thoroughly, visit site of proposed work if necessary, to familiarize themselves with the conditions and cite what law or laws, if any, would in their opinion be violated by the work proposed.

If you desire to protest, you must attend the scheduled hearing and give sworn testimony. A notice of the time and place of such hearing will be furnished you as soon as possible after receipt of your request for hearing. If you desire to request a hearing, to receive consideration, it should be in writing (**with your correct mailing address, e-mail address and valid contact number**) and be received at this office on or before September 3, 2023.

Please email your comments/hearing requests to: cstaff1@crmc.ri.gov; or mail via USPS to: Coastal Resources Management Council; O. S. Government Center, 4808 Tower Hill Road, Rm 116; Wakefield, RI 02879.

/lat

Coastal Resources Management Council

Wickford Oyster Co.

Harry Whilden III

And

Gage Whilden I

And

Haley Braner I

**Application for Assent
Proposal for a Lease Site for
use in Commercial Kelp
Operation**



Table of Contents

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- 6. Category B Questions.....p.23
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1. Complete Application Form and Fee.



State of Rhode Island and Providence Plantations
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

APPLICATION FOR STATE ASSENT

To perform work regulated by the provisions of Chapter 279 of the Public Laws of 1971 Amended.

Project Location <u>West Middle Bay</u> No. Street City/Town	File No. (CRMC USE ONLY)
Owner's Name <u>Wickford Oyster Co</u>	Plat: Lot(s):
Mailing Address <u>1026 Ten Rod Rd</u> City/Town <u>N Kingstown</u> State <u>RI</u> Zip Code <u>02852</u>	Contact No.: <u>401-374-5164</u>
Name of Waterway <u>West Middle Bay</u> <u>Narragansett Bay</u>	Estimated Project Cost (EPC): <u>10000 - 25000</u> Application Fee: <u>\$250</u>
Longitude/Latitude of all corners of Proposed Aquaculture Project Location (preferably in decimal degrees): NW (41°30'58.7"N 71°23'48.3"W) NE (41°30'58"N 71°23'45.5"W) SW (41°30'41.1"N 71°23'40.5"W) SE (41°30'42.2"N 71°23'37.6"W)	

Have you or any previous owner filed an application for and/or received an assent for any activity on this property?
 (If so please provide the file and/or assent numbers):

Is this site within a designated historic district? YES NO

Is this application being submitted in response to a coastal violation? YES NO

If YES, you must indicate NOV or C&D Number:

Name and Addresses of adjacent property owners whose property adjoins the project site. (Accurate addresses will insure proper notification. Improper addresses will result in an increase in review time.)

Silkies File Number 2013-04-057 Goerner file number 2011-02-049
Wickford Oyster Co File Number: 2019-12-055

STORMTOOLS (<http://www.beachsamg.org/resources/stormtools/>) is a planning tool to help applicants evaluate the impacts of sea level rise and storm surge on their projects. The Council encourages applicants to use STORMTOOLS to help them understand the risk that may be present at their site and make appropriate adjustments to the project design.

NOTE: The applicant acknowledges by evidence of their signature that they have reviewed the Rhode Island Coastal Resources Management Program, and have, where possible, adhered to the policies and standards of the program. Where variances or special exceptions are requested by the applicant, the applicant will be prepared to meet and present testimony on the criteria and burdens of proof for each of these relief provisions. The applicant also acknowledges by evidence of their signature that in the best of their knowledge the information contained in the application is true and valid. If the information provided to the CRMC for this review is inaccurate or did not reveal all necessary information or data, then the permit granted under this application may be found to be null and void. Applicant requires that as a condition to the granting of this assent, members of the CRMC or its staff shall have access to the applicant's property to make on-site inspections to insure compliance with the assent. This application is made under oath and subject to the penalties of perjury, OR 14

Owner's Signature (sign and print)

PLEASE REVIEW REVERSE SIDE OF APPLICATION FORM



2. Proposal

Sea vegetable production represents an exciting opportunity for Rhode Island at the nexus of environmental and economic stewardship. Sugar Kelp, a native Rhode Island ocean plant, removes excess carbon from the water as it grows, aiding in water quality restoration efforts. Kelp has long been a crucial ingredient in everyday products such as foods, medicines, textiles, and personal care products. Recent advancements in green energy seek to use seaweed in bioremediation and even biofuel. In order to meet rising demand for this versatile crop, Wickford Oyster Company is proposing to expand its kelp production to a 9 acre site near the eastern shore of the west middle bay.

Since 2017 Wickford Oyster Co has had success farming Sugar Kelp on its leased site adjacent to Fox Island, where it also raises oysters in bottom culture gear. With thirty years of ocean experience, and a decade of aquaculture experience, Wickford Oyster Co. will create ideal conditions for seaweed growth. Sugar Kelp farming uses minimal gear, most of which is deployed under the ocean surface and not visible from the coast. The proposed site is over 1000 feet from the nearest shoreline and will not interfere with other commercial or recreational activities in the area. The natural life cycle of kelp plants produces one harvestable sporophyte (adult) population per year, to be harvested at the end of April well before summer activity in the bay ramps up.

Further development in seaweed production will secure the state's status as a leader in green jobs while demonstrating a commitment to the watermen who built this state's robust ocean economy.

PROPOSED SITE LOCATION 250 x 1700 AREA: 9.9 acres

- NWC 41°30'56.7"N 71°23'48.3"W
- NEC 41°30'58"N 71°23'45.3"W
- SEC 41°30'42.2"N 71°23'37.6"W
- SWC 41°30'41.1"N 71°23'40.5"W

The configuration describes a rectangle 250 feet by 1700 feet creating a footprint of 9.9 acres. Site is located approximately 1000 feet from the nearest shoreline. There are no landowners within 1000 feet of this site. High mean depth is 34 to 37 feet.

FARM DESCRIPTION



The proposed site was chosen to encourage optimal kelp growth and minimize the visual impact of aquaculture operations. At over 1000 feet from the nearest shoreline, the site covers 9 acres with an approximate depth of 34 to 37 feet. The topography can be seen in the NOAA site map (figure N). The site has been updated to reflect concern for historical mussel bed populations. DEM had no other flora or fauna concerns. The presence of seaweed cultivation will have a positive impact on the habitat conditions, providing shade shelter and nursery conditions for juvenile fish, invertebrates and sea birds.

GEAR DESCRIPTION

Farm equipment will be a system of two parallel 1700 foot long ½” grow out lines, spaced 250 feet apart from each other. Grow out lines will be suspended 6’ under the surface from buoys for optimal kelp growth (see figures E and G). Grow out lines will be supported by 7 polyball buoys and 14 lobster GoDeep buoys, spaced 250 feet apart. Grow out lines will be moored at each end by 500 lb mushroom moorings. Grow out lines will be suspended by polyballs and GoDeeps (Figures E and G), all labeled according to regulations. The polyballs will also be moored using 250 lb cement moorings for greater grow line stability and reduced risk of line entanglement. The corners of the site will be marked with 6’ reflective radar poles secured with 1000 lb fish trap anchors. This system has proven effective in our existing farm. Proposed gear will have little or no effect on sedimentation or contribute to an increase in turbidity.

OPERATIONAL PARAMETERS

Cultivation schedule for Saccharine Latissima typically runs from November 1 to May. The winter schedule minimizes interference with other bay user groups, who are more active in the summer. Barring inclement weather, the applicant will deploy its anchor systems, grow lines, moorings, and buoys to the site after November 1. Seed obtained from Point Judith Kelp Company will be strung along the grow lines. Harvest will occur in late April and finish May 1, at which time all equipment will be hauled from the site and stored properly onshore for the summer. Between November 1 and May 1, the applicants will visit the site every two weeks to perform routine checkups and maintenance. This routine activity can be conducted from a small vessel to minimize the visual impact of the operation. No power washing or processing activity will take place at the site. All operations will be conducted in compliance with state and local laws. All vessels will conform to the U.S. Coast Guard regulations for fishing vessels operating in state waters. Where applicable OSHA and NIOSH guidelines will be followed.



3. Photos of the Project Site and Adjacent Area

Figure A: Northerly View



Northerly View from the Center of the Proposed Lease

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Figure B: Southerly View



Southerly View from the Center of the Proposed Lease

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Figure C: Easterly View



Easterly View from the Center of the Proposed Lease

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Figure D: Westerly View



Westerly View from the Center of the Proposed Lease

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MANAGEMENT TRUNCAL

Figure E: Polyball



Example of a single Polyball that will mark the location of each mooring attached to the mainlines.

Dimensions: Circumference = 66", Height = 27", Diameter = 21"

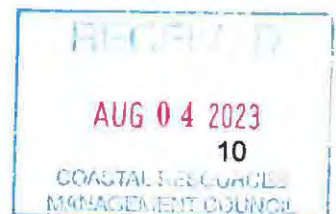


Figure F: Reflective Radar Pole



Example of the Reflective Radar Poles that, with the Polyballs, mark the location of the endpoint Fish Trap anchors.

Dimensions: Height = 6ft

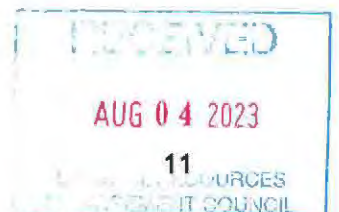


Figure G: GoDeep Buoy

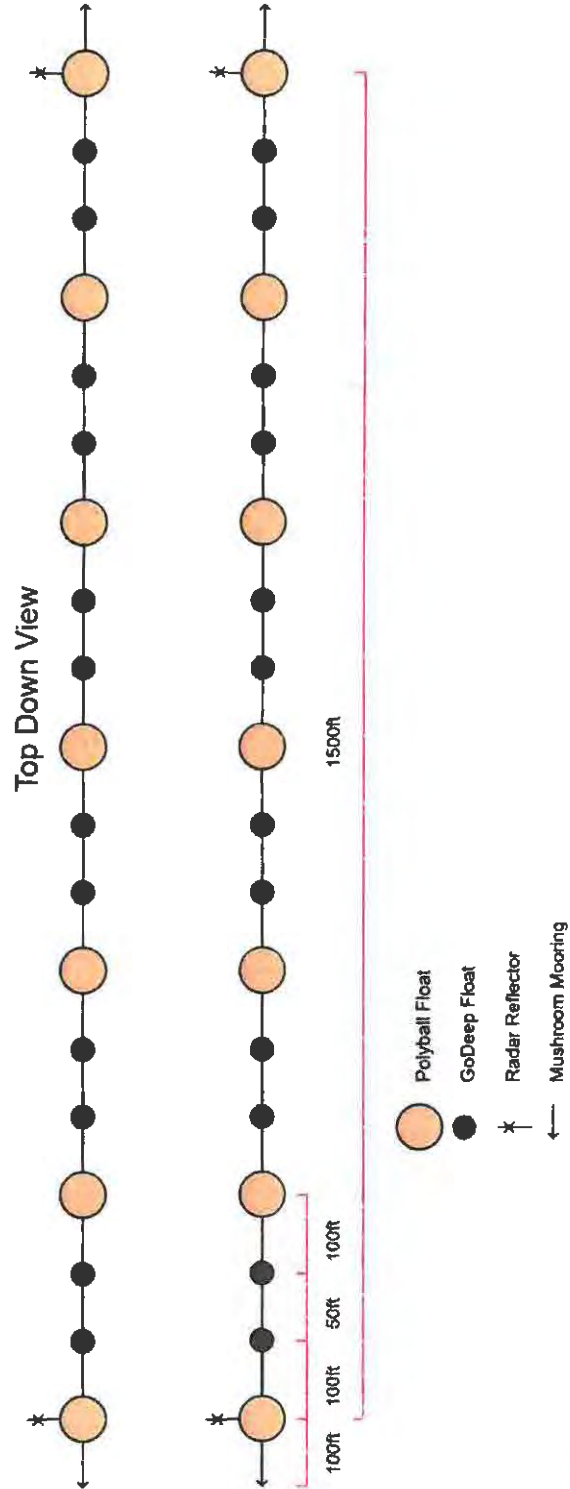


Example of buoy placed in between polyballs to support the Kelp line

Dimensions: Height = 21.1", Width = 9.9"

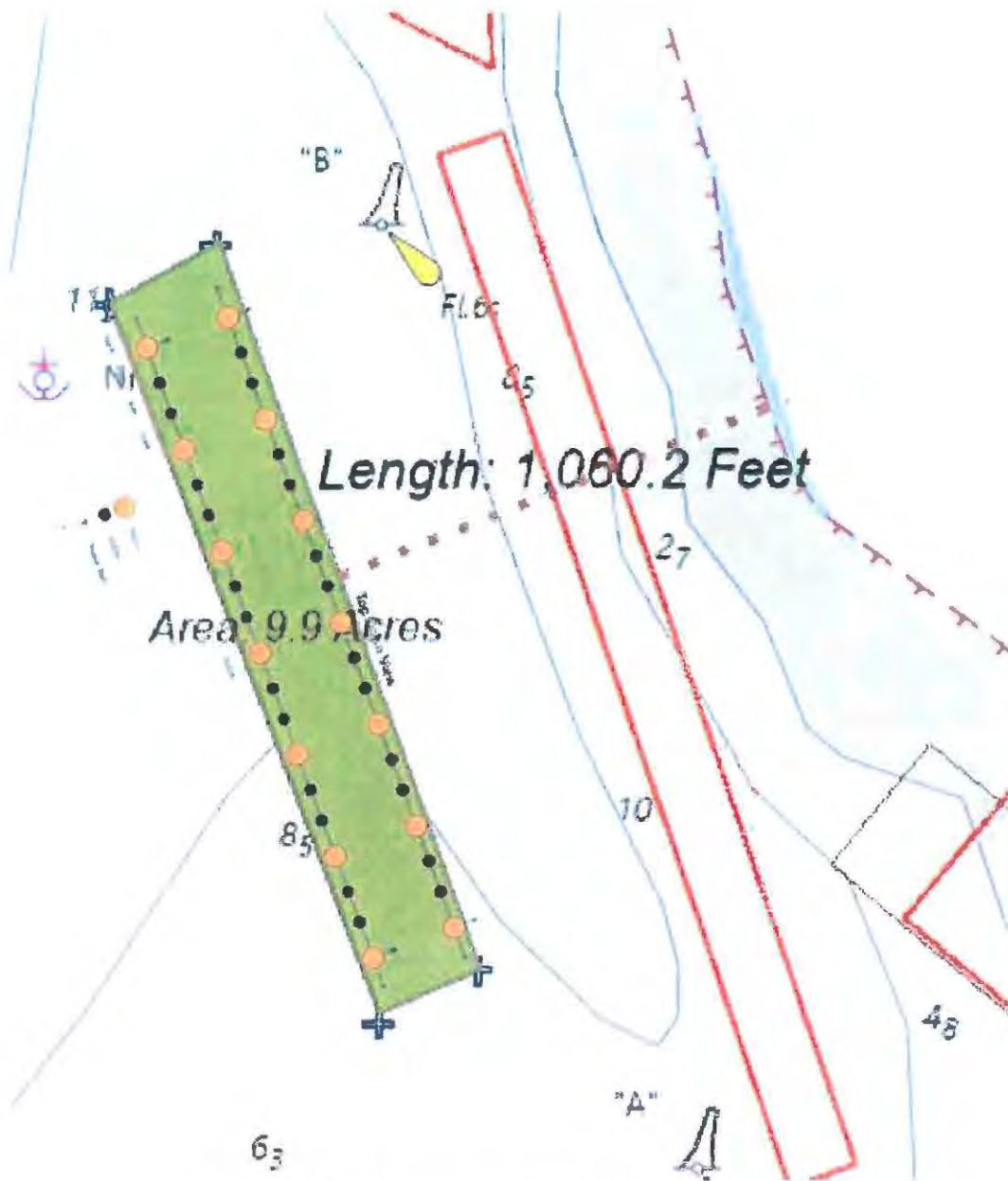
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Figure H: Proposed Gear Layout - Top Down



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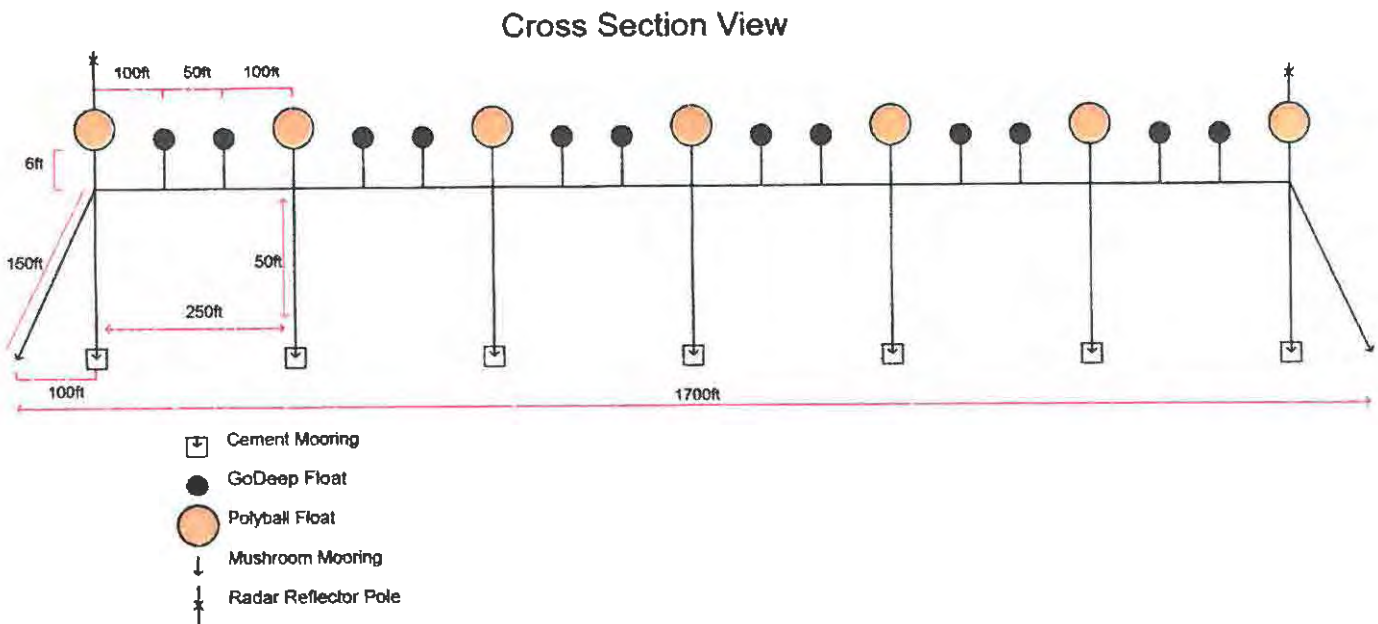
Figure I: Top Down View of Proposed Gear Layout Transposed onto NOAA map



Proposed Gear Layout Transposed onto NOAA area map

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Figure J: Proposed Gear Layout - Cross Section



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Figure K: Sugar Kelp Harvest



The applicant's harvest from a round of Sugar kelp farming in 2017 at the current Fox Island site.

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Figure L: Visual example of kelp line supported by buoys



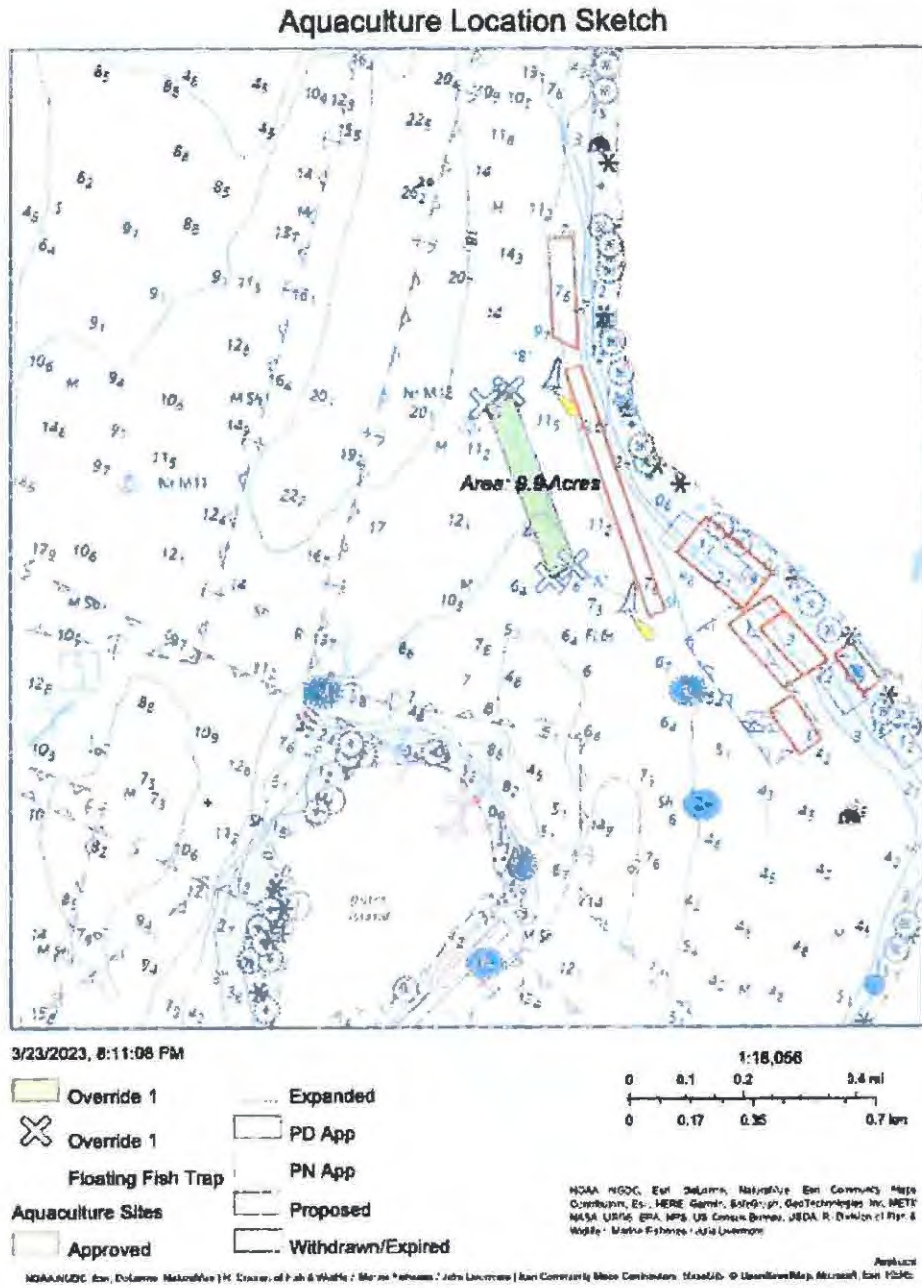
Figure M: Visual example of kelp harvesting process, typically occurring around late April.



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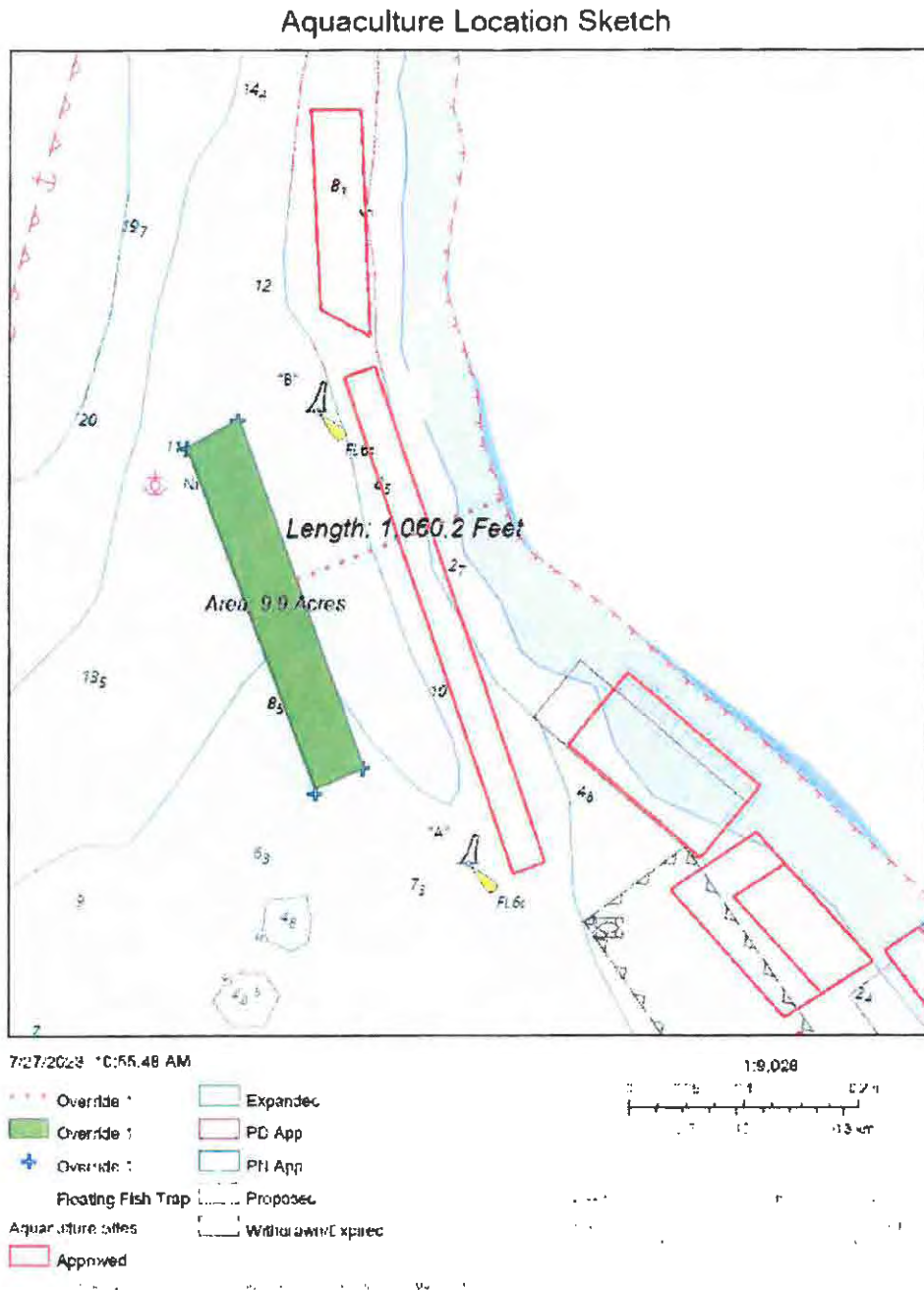
4. Location Map(s)

Figure M: Wide Location Map



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18

Figure N: Zoomed Location Map



5. Operational Plan

1. Name and mailing address of individual, firm, partnership, association, academic institution, municipality, or corporation who is principally responsible for the aquaculture operation or activity; if corporation, specify and include names of all owners/partners:

**Wickford Oyster Company
Harry F. Whilden III
1026 Ten Rod Rd.
North Kingstown, RI 02852**

2. CRMC file number for the facility; new applications will be assigned a file number by CRMC:

D2023-02-078

3. DEM Aquaculture License number (applicable if products are offered for sale); new applicants will need to obtain the DEM aquaculture license:

Harry F. Whilden III Aquaculture License number: AQUA 000138R POT

4. Type of facility (e.g., commercial lease site, upweller, experimental site, restoration site) and nature of operation (i.e., methodology used).

The type of facility for which the proposed lease site will be used is a commercial Sugar Kelp farming operation. Two separate 1700 foot grow lines, anchored by fishtrap anchors at either end, will be deployed 250 ft. apart from one another. Each grow line will support kelp seed will be planted and grow throughout the season.

5. Location of facility (include aerial or chart depicting exact location):

Town: Adjacent to Jamestown, RI

Water body: West Passage Narragansett Bay – See Figures M and N

Lat/long coordinates of facility:

- NWC 41°30'56.7"N 71°23'48.3"W**
- NEC 41°30'58"N 71°23'45.3"W**
- SEC 41°30'42.2"N 71°23'37.6"W**
- SWC 41°30'41.1"N 71°23'40.5"W**

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6. Identification of all species of shellfish grown at the facility. Acknowledgement that the applicant will follow Biosecurity Board seed protocols should be included.

No species of shellfish will be grown at this facility. The sole species the applicant intends to grow at the proposed lease site is *Saccharina latissima*, Sugar Kelp. The applicant will follow all Biosecurity Board seed protocols.

7. Description of types of structures, gear and methods used at the facility (e.g., rafts, pens, cages, tanks, upwellers, docks) and their locations on the site. (Include a sketch/site plan that details a cross-section of structures as they appear in water column including proximity to surface and bottom.):

The primary structures that will be used to grow Sugar kelp at the proposed lease site are two grow lines which will be anchored at each end by 1000lb fish trap anchors, for a total of 4 fish trap anchors in the water. The grow lines will be suspended from polyballs and GoDeep buoys. The polyballs will be moored to the bottom using 250 lb mushroom moorings. We anticipate setting seven polyballs per 1700 foot line, for a total of fourteen polyballs and mushroom moorings at the site. Site corners will be marked on the surface by 6ft tall radar reflectors. (See figure F).

8. Description of the methods and equipment used to identify and mark site.

The site corners will be marked by 6-foot tall radar reflector poles which will be branded with the assigned lease number for visual identification. The grow lines will be suspended from and marked by polyballs and GoDeep buoys (See Figures E, F, and G). All buoys and markings will be labeled according to regulation.

9. DEM Shellfish Harvesting Classification at site.

The proposed lease site is in Growing Area 7 - West Passage as classified on the DEM RI Shellfish Harvest Restrictions map.

10. Description of practices and procedures used during the growth, harvest, storage, transportation, and sale of the cultured species.

The applicant will plant Sugar kelp seed in ideal weather conditions after Nov. 1st. Once the two anchor systems are set, the applicant will deploy the seed onto the mainlines, which will be 1 fathom (6 feet) under the surface, for optimal kelp growth. The seed will be strung along a line denoted the "seed line," which will subsequently wrap around the mainline of each system. Once all the kelp seed is deployed, the applicant will ensure the healthy growth of the crop by checking the site once every two weeks throughout the season, barring severe weather conditions. The crew will perform these routine checkups and maintenance up until the last two weeks of April,

at which time they will harvest all the Sugar kelp. At the time of the harvest, they will untie the mainline of the first anchor system from the selected anchor point (either the North or South anchor, depending on weather and tide), then pull the mainline into the boat. They will trim all the Sugar kelp off of the mainline into totes, where the product will be cleaned and prepared for shipment. Upon returning to the dock, the crew will transfer the kelp to shipping containers and send the product off with the buyer. They will then repeat the same process with the second anchor system, harvesting all of the kelp grown throughout the season. All of the product will be shipped to the sole buyer, Point Judith Kelp Company.

11. Procedures for maintaining records: for operations using seed acquired from out-of-state: description of notification, disease certification, and labeling/tagging procedures:

We will follow all health regulatory procedures for processing Sugar kelp.

12. Procedures for maintaining records: for upwellers/seed-growing facilities in prohibited waters: description of procedures, including frequency of grading (with particular reference to requirements that seed must be removed before it exceeds maximum "seed" size threshold, i.e., <32 mm for oysters, <25 mm for quahogs):

Not applicable for this operation.

13. Procedures for maintaining records: for operations using seed from prohibited waters, or operations using shellfish obtained from a third party that originated as seed from prohibited waters:

Not applicable for this operation.

Detailed description of demarcation methods and record-keeping practices used at the lease site to ensure that animals have been cultured at least twelve (12) months in approved waters, prior to sale, including:

- a. Detailed record-keeping practices specifying date, source, average size, and amount of seed; and
- b. Protocols and associated record keeping for tracking product, e.g., use of tagged/numbered cages and/or bags, use of marked trawls, and/or use of marked, segregated portions of lease sites.

Not applicable for this operation.

Description of the process for notifying the third party that (a) seed came from prohibited waters, (b) the date of that transfer, and (c) the remaining time needed to maintain the animals in approved waters prior to sale.

Not applicable for this operation.

6. Category B Questions

Coastal Resources Management Program - Section 1.3.1(A) - Category B Requirements

All persons applying for a Category B Assent are required to:

- (1) demonstrate the need for the proposed activity or alteration;

The applicant's need for applying for the proposed lease site is to obtain a commercially viable space in which they can farm *Saccharina latissima*, Sugar kelp, at a higher capacity. Though the applicant has produced a successful harvest of kelp at the Fox Island site for multiple seasons, they seek a larger space solely for kelp operations at a site that is optimal for kelp growth.

- (2) demonstrate that all applicable local zoning ordinances, building codes, flood hazard standards, and all safety codes, fire codes, and environmental requirements have or will be met; local approvals are required for activities as specifically prescribed for non-tidal portions of a project in Sections 1.3.1(B), 1.3.1(C), 1.3.1(F), 1.3.1(H), 1.3.1(I), 1.3.1(K), 1.3.1(M), 1.3.1(O) and 1.3.1(Q); for projects on state land, the state building official, for the purposes of this section, is the building official;

Not applicable for this operation.

- (3) describe the boundaries of the coastal waters and land areas that are anticipated to be affected;

The applicant does not anticipate that any coastal waters nor land areas will be affected by operations at the proposed lease site, as the closest gear to adjacent land will always be at least 1000 feet from shore.

- (4) demonstrate that the alteration or activity will not result in significant impacts on erosion and/or deposition processes along the shore and in tidal waters;

All kelp farming operations at the proposed lease site will take place over 1000 feet from shore, thus, erosion and deposition along the shore should not occur.

- (5) demonstrate that the alteration or activity will not result in significant impacts on the abundance and diversity of plant and animal life;

The farming of Sugar kelp should not pose any negative impact on the diversity of plant and animal life in the water body. Rather, the applicant anticipates that the kelp operations will benefit surrounding habitats and should increase the diversity of animal and plant life.

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(6) demonstrate that the alteration will not unreasonably interfere with, impair, or significantly impact existing public access to, or use of, tidal waters and/or the shore;

Given that the proposed lease site is over 1000 feet from shore, there should be no interference with public access and use of the adjacent shoreline. Additionally, the applicant does not anticipate any negative impact to existing public access to the water area; they are aware of commercial fishing and lobstering that occurs in the area, and will take the necessary precautions to avoid interference. Additionally, the seasonal nature of Kelp aquaculture should prevent major impairments to summer time public access to the waters, as the season only lasts from November to April.

(7) demonstrate that the alteration will not result in significant impacts to water circulation, flushing, turbidity, and sedimentation;

Kelp aquaculture operations at the proposed lease site should not pose any impact to water circulation, flushing, turbidity nor sedimentation in the surrounding waters.

(8) demonstrate that there will be no significant deterioration in the quality of the water in the immediate vicinity as defined by DEM;

Kelp aquaculture is not known to diminish water quality, thus, the applicant does not anticipate any deterioration of the water quality in the immediate vicinity. The applicant is hopeful that the Kelp operations will have a positive impact on surrounding water quality.

(9) demonstrate that the alteration or activity will not result in significant impacts to areas of historic and archaeological significance;

The applicant does not know of any objects of historical impact in the area neighboring the proposed lease site, however, the kelp operations should pose no threats to the purity of the surrounding waters nor the adjacent land. However, the applicant shall defer to the Rhode Island Historic Preservation to ensure that there are no negative impacts towards any area of historic/archaeological significance.

(10) demonstrate that the alteration or activity will not result in significant conflicts with water-dependent uses and activities such as recreational boating, fishing, swimming, navigation, and commerce, and;

The seasonal nature of this Sugar kelp operation will minimize any conflict or interference with recreational water uses, considering the season only lasts from November to April.

(11) demonstrate that measures have been taken to minimize any adverse scenic impact (see Section 1.3.5).

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The proposed kelp operation will employ a minimum number of surface floats, all of which are unrecognizable from the shoreline. These floats are the only part of the operation that are visible above the surface. Thus, the proposed lease site will effectively prevent any adverse scenic impact of the surrounding areas.

7. Additional Category B Requirements:

1. Describe the location and size of the area proposed.

The site proposed is 9.9 acres of water west of Jamestown.

2. Identify the species to be managed or cultivated within the permitted area and over which the applicant shall have exclusive right.

***Saccharina latissima*, commonly known as sugar kelp, is a species native to North America and is the sole species to be grown at the site.**

3. Describe the method or manner of management or cultivation to be utilized, including whether the activities proposed are experimental, commercial, or for personal use.

The applicant proposes to grow kelp for commercial use to meet growing sea weed demand nationwide. The cultivation cycle runs between November 1 and May 1. Barring inclement weather, the applicant will deploy gear consisting of two ½ inch rope grow lines approx. 1700 feet in length, which will be suspended 6' under the water for optimal kelp growth. The lines will be moored at each end by 1000 lb fish trap anchors, and supported by polyball buoys and GoDeep buoys. The polyball buoys will be secured to the bottom by 250 lb mushroom moorings. The seed, purchased from approved grower Point Judith Kelp Farm, will be wrapped around each grow line, and left to grow. Maintenance includes biweekly check ups of the lines to ensure no tangling. Routine checkups can be conducted from a small boat to minimize visual impact to coastal residents. Harvest occurs in late April, and typically completes May 1. After harvest, all gear including moorings, grow lines, and buoys will be removed and stored onshore during the summer months.

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4. Provide such other information as may be necessary for the Council to determine the compatibility of the proposal with other existing and potential uses of the area and areas contiguous to it, including navigation, recreation, and fisheries.

a. In addition, please provide the following necessary information as required in the 1000' Contiguous Area Map:

1. list of all property owners within 1000';

Not applicable for this operation.

2. list of all approved aquaculture leases within 1000';

The aquaculture leases approved within 1000 ft. of the proposed site include the Silkes Site and the Goerner site. The Walrus & Carpenter Oyster site sits just outside the 1000 ft contiguous area.

3. list of CRMC designated ROW(s) within 1000';

Not applicable for this operation

4. CRMC water use types within 1000'; and

The predominant CRMC water use type within 1000' is multi purpose, or Type 4 water. At the outer limits of the 1000 ft. circle there are conservation and low intensity water types.



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5. any shoreline(s) within 1000' which have been preserved for conservation, recreation and/or public access through easements, purchased by the state or municipality, or are owned by a land trust or state-recognized conservation organization.)

Not applicable for this operation.

b. The degree of exclusivity required for aquacultural activities on the proposed site. (In support of this requirement and in accordance with 1.3.1(K)(b), the applicant must include a plan demonstrating reasonable public ingress and egress to and from the proposed site for traditional water activities such as boating, swimming, and fishing. The ingress/egress plan may be notated on a copy of the site plan or other map.)

Not applicable for this operation.

c. The safety and security of equipment, including appropriate marking of the equipment and/or lease area.

All equipment will be marked according to local and state regulations. Site corners are marked with Reflective radar poles.

d. The projected per unit area yield of harvestable product.

**1,666 lb/acre – (3000 feet of working grow line, 5 lbs per foot = 15,000 feet of kelp.
15,000/9 acres = 1,666 lbs/acre)**

e. The cumulative impact of a particular aquaculture proposal in an area, in addition to other aquaculture operations already in place. (At minimum, applicants should consider the impact of any other aquaculture operation within 1000' of the proposed site.)

We foresee minimal impact to neighboring aquaculture operations to the proposed site. Oyster processing and Kelp maintenance occur in opposite seasons, with oyster processing pausing when water temperatures reach below 50 degrees. Given the neighboring aquaculture producers farm oysters, we foresee minimal interference. Positive impacts of this proposal include improved water quality and economic development of Rhode Island's sea vegetable sector.

f. The capability of the applicant to carry out the proposed activities.

The applicant has had several successful seasons growing and harvesting sugar kelp on the site adjacent to Fox Island. The applicant is a lifelong waterman with thirty years experience successfully making a living on the water, and a decade of aquaculture experience.

g. The impact of the proposed activities on the scenic qualities of the area.

There should be minimal impact on the scenic qualities of the area. The proposed site is over 1000 feet from shore, and the only above-surface gear consists of small buoys. (See figures E and G).

8. Review of Sections 1.1.10 and 1.3.1(K) of the RICRMP

Already in ownership of an active RI Aquaculture license, the applicant is already familiar with Sections 1.1.10 and 1.3.1(K) of the RICRMP. The applicant has rereviewed these sections for the completion of this application.

9. Information regarding provisions for pedestrian access to the shore and availability of lease area for other uses, including but not limited to, boating, swimming, fishing, etc.

The proposed lease area shall not limit pedestrian access to the adjacent shore. The only portion of the kelp operation visible above the surface are the floats, which should not inhibit any recreational use of the surrounding waters such as boating, swimming, fishing, etc.

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Roberta Fagan

From: Joe Rosati [REDACTED] >
it: Thursday, August 24, 2023 9:25 AM
To: Nancy Beye
Cc: Roberta Fagan
Subject: Steamboat right of way tree appeal.

CAUTION: This email originated from outside the Jamestown email system. Please do not click links or open attachments unless you recognize the sender and determine the content is safe.

Councilor Nancy Beye,

I would like to be placed on the agenda for the next town council meeting on Tuesday September 5th. It is to appeal a decision by the town to remove a tree on the Steamboat right of way off of Seaside Drive.

It would be very much appreciated if you can respond back to me to confirm if we will be placed on the agenda for this meeting.

Please email or call me at [REDACTED]

Thank you very much,

Joe and Judy Rosati

Sent from my iPhone

Roberta Fagan

From: Mary Lou Sanborn [REDACTED] >
it: Monday, August 7, 2023 1:39 PM
To: Nancy Beye; Mary Meagher; Michael White; Randall White; Erik Brine
Cc: Edward Mello; Christina Collins; Roberta Fagan
Subject: Proposed 2023-2024 Water and Sewer Rate Increase

CAUTION: This email originated from outside the Jamestown email system. Please do not click links or open attachments unless you recognize the sender and determine the content is safe.

Good afternoon.....I am writing to you today to ask you to please not approve the proposed Water and Sewer Rate increase as suggested in this evening Town Council Meeting Agenda. This one year increase will have a significant impact on more expenses than people can afford in Jamestown (and I do not mean second homeowners) especially after just approving a 4% property tax increase for the second year in a row. I am concerned about the people who live here year round with no other choices and also businesses. This proposed increase would have a domino effect on personal and commercial property owners.

While you want people to conserve water, they should not be penalized by such an enormous increase for doing so. This rate increase should be further reviewed and not approved at this evening's meeting.

Thank you
Mary Lou Sanborn

Fermo A. Bianchi, Jr
[REDACTED] Shore Rd
Jamestown, RI 02835

Jamestown Town Council
Town Hall
93 Narragansett Avenue
Jamestown, RI 02835

Re: Water Usage

Dear Members of the Town Council,

Last year during a significant drought the Town Council, sitting as the Board of Water and Sewer Commissioners, touched upon the need to broaden and lengthen the restrictions for use of the municipal water system. During the same period the Commissioners denied the request of a taxpayer with a failed well to extend the municipal water system.

In July of this year the Commissioners broadened their restrictions by banning the use of irrigation systems, within the municipal system, until September 15th.

All these rules and regulations serve to help guarantee that taxpayers connected to the municipal system will continue to have adequate potable water.

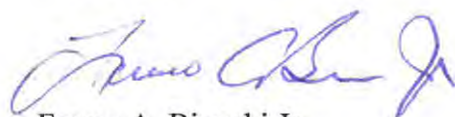
Although Conanicut Island's aquifer has been designated a sole source aquifer by the Federal government the Town Council does not appear to be looking for a way to assure that the taxpayers on private wells will continue to have adequate potable water. One might deduce that the resident who requested an extension previously had potable well water, but the aquifer has diminished and that is no longer the case. I find this alarming and perhaps a bellwether of coming problems. The neighborhood of that property has transformed from one of summer homes to year-round homes, many with irrigation systems. The North End has seen a similar transformation to larger homes, many with well irrigated lawns and shrubbery.

Take a ride up East Shore Road, through East Passage Estates, West Passage Estates or the Shores and you can see irrigation systems spraying water on lawns at all hours of the day and night. These irrigation demands on our aquifer are unsustainable. It is estimated that only 16% of annual rainfall finds its way to the aquifer while most runs off or is lost to evapo-transpiration. A Jamestown Press article references Daniel W. Urish, Phd. From URI who says that "deeper wells in the Northern Aquifer produce 3-5 gallons per minute, a sufficient amount for a private household if an excess is not used for lawn watering or other non-essential purposes". The article further has Urish stating that the Town has deep bedrock wells that produce 50 GPM or more. Those wells are only used seasonally, during the summer months, since surface water runoff is not adequate to supply the reservoirs. So, not only do well owners use the aquifer, but the Municipal system also draws water during the driest months of the year.

I am not a hydrogeologist, nor do I pretend to be one. I also do not typically believe in more government control. I do, however, believe that pumping water from a limited aquifer to spray on lawns and shrubbery is a foolish act. Those who believe that a lush green lawn is more important than maintaining an adequate potable water supply are wasting OUR water. Lawns will come back and flourish no matter how brown they get. In 20 plus years I have never watered my sundried lawn, but it always seems to come back when the weather cools down.

I am calling on the Town Council to implement the same restrictions for those who draw water from private wells as those tied into the municipal system. Even better, a total ban on irrigation systems on Conanicut Island unless cisterns or storage tanks that capture runoff provide the water.

Sincerely,

A handwritten signature in blue ink, appearing to read "Fermo A. Bianchi Jr.", written in a cursive style.

Fermo A. Bianchi Jr.

**RESOLUTION OF THE TOWN OF CHARLESTOWN IN SUPPORT OF THE
COASTAL RESOURCES MANAGEMENT COUNCIL'S (CRMC) POSSIBLE
DESIGNATION OF THE "SAND TRAIL" AS A CRMC RECOGNIZED RIGHT-OF-
WAY (ROW)**

WHEREAS, the Charlestown Town Council supports the public's right to access the shore; and

WHEREAS, the Charlestown Town Council wishes to refer the "Sand Trail" located in Charlestown, Rhode Island, to the Coastal Resource Management Council for possible designation as a State Right of Way.

WHEREAS, the "Sand Trail" can be described as the sand traveled way that runs nearly parallel to the Atlantic Ocean along the barrier beach south of Quonochontaug Pond, and to the westerly side of the Quonochontaug Breachway in Charlestown, Rhode Island.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Charlestown affirms its desire to see the CRMC's ROW designation process for the "Sand Trail" proceed consistent with the public's right to access its valuable coastal resources.

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized to provide a copy of this resolution to the Town of Charlestown's representatives in the R.I. General Assembly and to all Rhode Island City and Town Councils.

The RESOLUTION shall take effect upon passage. By resolution of the Charlestown Town Council at a meeting held on July 24, 2023.

ATTEST:

Amy Rose Weinreich, CMC

Amy Rose Weinreich, CMC Town Clerk

