

TOWN COUNCIL MEETING MINUTES September 5, 2023

A motion was made by Vice President Meagher to move into Executive Session at 6:02 p.m. with a second by Councilor R. White. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

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

A motion was made by Vice President Meagher to seal the minutes and adjourn from Executive Session with a second by Councilor R. White. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

It was announced that no votes were taken.

The Town Council convenes the regular meeting.

II. ROLL CALL

A regular meeting of the Jamestown Town Council was held on September 5, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Randy White, and Erik Brine. Michael White was absent.

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Public Works Director Michael Gray, Town Planner Lisa Bryer, Fire Chief Howie Tighe, Interim Superintendent Katherine Sipala, Director of Buildings/Grounds Jamestown Schools Peter Anderson and Town Clerk Roberta Fagan.

III. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:35 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

IV. OPEN FORUM

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

Jack Civic, 95 Melrose Avenue, addressed the Town Council concerning waterfront aquaculture impacts, which he has a special interest in as a waterfront property owner. He also commented on the Harbor Management Commission vacancy agenda item and the process of appointing an applicant. He questioned and expressed concern on how an application for a Committee could be

considered after the advertised deadline for submittal; and the decision not to appoint the candidate that submitted the application on time.

Joe Rosati, 173 Seaside Drive, made the request to the Town Council to place on a future agenda, in reference to saving a tree on the Town-owned Steamboat Street Right of Way. Mr. Rosati has hired two expert tree arborists who determined the tree is in very good health and would stand for many years with pruning and cabling. He agrees with the suggestion to remove one of the hollow trunks and the cabling of two remaining trunks. Removal of the tree would be costly and would have negative environmental effects. Mr. Rosati has volunteered to pay for all work done by the arborists and at no cost to the Jamestown taxpayers. In closing, Mr. Rosati made the request to be heard at the next Town council meeting where he will provide documentation and expert testimony of this being a safe tree; and put the removal of the tree on hold until expert testimony has been heard.

BJ Whitehouse, 61 Steamboat Street, concurred with Mr. Rosati. An application was submitted to amend and improve the Steamboat Street Right-of-Way to the Coastal Resource Management Council (CRMC). The request was to modify to the appropriate Town specifications so the location can be easily located and used. Mr. Whitehouse stated the tree is a spectacular specimen, and he is pleased to hear the delay of its removal so as to listen to expert arborist testimony.

V. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, PRESENTATIONS, RESOLUTIONS AND PROCLAMATIONS

A) No items at this time.

VI. PUBLIC HEARINGS, LICENSES AND PERMITS

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

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

A) Town Administrator's Report: Edward A. Mello

1) Senior Center Facility update

A meeting was held on Thursday, August 10 at 6 West Street hosted by the Senior Services Advisory Committee. The event was well attended with approximately 40 people. The feedback and programming information will be coordinated, and forwarded to Union Studios. Union Studios has visited the current senior center and 11 Knowles Court. Town staff continue to explore other potential sites as they become aware of them.

2) Town Facility Automated External Defibrillator (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.

3) Town Policies (consent agenda)

Town staff have been working to create and update a variety of Town policies. The request for approval of three (3) policies, 200.01 Employment Hiring; 240.01 Harassment and Discrimination; and 240.10 Work Related Injuries are part of the consent agenda.

4) Short-Term Rental Registration and Inspection update

Town Administrator Mello reported the short-term rental registration online platform is nearing completion and is expected to be offered publicly in the coming weeks. Town staff are finalizing the inspection process with both the fire and building officials. Additionally, interviews are being conducted for the part-time position of a code enforcement officer who will assist with these inspections.

5) PFAS Testing update

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. Town staff expect to conclude the testing and provide a formal report in early fall.

6) Jamestown Fire Department Tax Relief legislation and subsequent requirements

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

7) Jamestown Housing Authority fire alarm system update

In early August, the Jamestown Housing Authority fire alarm system was damaged, apparently a result of a lightning strike. The Jamestown Fire Department has worked 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. Executive Director Vazquez has been working with an electrician to make the necessary repairs. Power was restored within 24 hours.

8) Fort Getty Bathroom update

Town staff continue to work with Union Studios on the floor plan and location. Informal meetings with CRMC indicate that the project lies 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.

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

Interim Superintendent Katherine Sipala gave opening remarks regarding the School Infrastructure Project Application Stage 2. Also, in attendance were Director of Buildings/Grounds of Jamestown Schools Peter Anderson, School Committee Chair Kristine LaPierre, and Member Agnes Filkins. The School Department is required by State Statute, to receive local approval for improvements to buildings. These projects would be funded through the regular capital improvement budget

Kyle Robinson of Saccocci & Associates Architect made a presentation (attached) to the Town Council on the three-stage process for building improvements for the five-year period and specifically the Stage II details; as well as the process for qualifying reimbursable capital improvement projects. Stage 1 was submitted in February 2023 and outlined the school department's determination of issues that needed to be addressed, Stage 2 outlined how to resolve those issues, and Stage 3 actual construction/completion of projects.

Discussion ensued.

Vice President Meagher made clarifying statements regarding the cost estimates and budget.

Councilor Brine questioned if there are larger reimbursements available; and if there could be more ambitious efforts to address other capital improvement projects.

Kyle Robinson explained that multiple Capital Improvement Projects can be concurrent. The RIDE Necessity of School Construction program/School Infrastructure Application Stage I, and II are open each February and September, respectively.

A motion was made by Vice President Meagher with a second by Councilor Brine to approve the School Infrastructure Project Application Stage II. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

- 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.

Town Administrator Mello gave a brief overview of the town cooperative hunting program for residents and employees to hunt on town-owned property. There are approximately nine hunters in the program. In 2019 with the opening of the bike path adjacent to the North Reservoir, hunting in that area was restricted. Modification of that program to allow for bowhunting in the designated area on a limited basis is being requested.

Vice President Meagher asked a clarifying question if the 200-foot restriction was from a residential building or from any residential property line.

A motion was made by Vice President Meagher with a second by Councilor R. White to approve re-opening a portion of the land on the North side of the North Reservoir for bowhunting only; with a 200-foot restriction from any residential property line. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

- 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.

Town Administrator Mello provided background on the ordinance and what provisions are allowed. A temporary permit may be issued by the Chief of Police to a resident and an extension may be granted by the Town Council. (Town Code of Ordinance Sec 34-42).

Applicant Anastasia Frankart explained that a broken pipe in the shower wall has caused mold issues and they have been waiting for their insurance company to assess the damage. They currently are only using the trailer for showers only. The 45-gallon black tank can be emptied at an offsite dump station.

Susan Hoagland, 45 Reservoir Circle, expressed concern with the disposal of sewage waste from the trailer and its effect on their well. She stated when the Frankarts bought the house the septic system pipe was cracked.

Ms. Frankart was not aware of a problem with their septic system. She clarified that she received an email that their septic system is due for an inspection

President Beye asked if the removal of sewage guidelines is known when these types of temporary permits are issued.

Town Administrator Mello will consult with the Building Official to determine how to properly and legally remove both the gray water and where to empty the backwater tank at a dump station.

Vice President Meagher stated provisions need to be written to deal with the disposal of the waste.

Jean Hickox, 87 Reservoir Circle, expressed concern regarding the length of time of the temporary permit. She noted that there are two trailers on the Frankart property. Ms. Hickock did not know that she had the ability to write an opposition letter. She hopes that the Frankarts are able to remedy the issues with their home, but remains concerned regarding additional temporary permit extensions.

A motion was made by Vice President Meagher with a second by Councilor Brine to conditionally approve 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 for Noreen and Bob Hoyle, 31 Washington Street until October 15, 2023; and for Anastasia Frankart, 77 Reservoir Circle, for the period September 5, 2023 to September 19, 2023, so the Town Administrator can address the waste disposal issues. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

- 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.

Finance Director Tina Collins addressed the Town Council. The Town successfully sold \$5.6 million of bonds for the library renovation, highway equipment, building equipment for the police station, and repairs and maintenance to the water system. The bids were very successful between the seven bidders; fiscal advisors were impressed with how competitive it was. For a community with this rating, the Town faired very well.

X. ORDINANCES, APPOINTMENTS, VACANCIES AND EXPIRING TERMS

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.

Town Administrator Mello stated following up on last month's meeting related to the Harbor Commission appointment, there were concerns regarding the timing of when individuals re-express interest in a vacancy. He drafted a suggested protocol for the council to consider for consistency, fairness, and transparency:

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 who have renewed their interest
 - Include the 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 who 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.

A lengthy discussion ensued.

Vice President Meagher thanked Town Administrator Mello for preparing the guidance document. She agreed that a clear policy is needed and requested that the application include a statement that asks the applicant to opt to keep their application on file for a year or something to that effect. Advertising dates and deadline dates need to be clearly noticed. She also agreed that allowing the Clerk to advertise vacancies without Town Council approval will help improve the timing of filling vacancies.

Councilor R. White asked if the expectation would be to have applicants reapply or for the applicant to be automatically reconsidered.

President Beye encouraged the current Committee/Board/Commission members to make recommendations for potential candidates.

Jack Civic, asked if an application can be on file for future opportunities.

Councilor R. White expressed a desire to streamline the interview process.

Vice President Meagher agreed and stressed the importance of having more time to interview candidates for expiring terms.

Antonio Pinheiro, 161 Beacon Avenue, asked what the current policy is for appointing candidates. He questioned why the applicant for the Harbor Commission vacancy was not appointed.

Town Clerk Roberta Fagan stated that the current practice is very similar to Town Administrator Mello's policy recommendations, although the practice of contacting previous applicants has been inconsistent. She apologized for the inconsistency and for the confusion at the August 7th Town Council meeting.

Jeff Bush, 28 Clinton Avenue, made the request that the Town Council enforce the policy moving forward; not retroactive.

Councilor R. White stated that due to an administrative error, the other Harbor Commission applicants were not contacted; he feels they should be considered as well.

Solicitor Peter Ruggiero stated there are no current policies in place, only past practices. The Town Council has the ability to reject every applicant and is not obligated to appoint applicants. If the Town Council decides to adopt the proposed policy, it will change things, but presently no policy regarding deadlines, requirement to appointment, etc.

Councilor R. White stated the policy recommendations are an effort to make the process more predictable, refined, and fair for all.

Vice President Meagher stated the Town Council strives to appoint the best-qualified applicant.

Paul Sprague, 11 Mast Street, referenced Council Rules & Procedures, Rule 10, Appointments to Boards & Commission, "The Town Council will continue the practice of appointing the best qualified persons to boards, commissions and committees without regard to personal or political affiliations, except as may be otherwise required by State law. Once appointed to a board or commission, citizens shall conduct themselves in a manner respectful of fellow committee members and the public." Mr. Sprague stated he has the necessary qualifications and respectfully requested the appointment to the Harbor Management Commission. He has been involved in the waterfront for many years and has an interest in issues such as aquaculture, and maintaining waterfront infrastructure.

Councilor R. White responded it is his opinion that a qualified applicant has to be a proper fit for a specific commission, specifically an applicant's personal and/or professional conflict may interfere with their ability to be objective, and needs to be considered.

The Town Council requested the Committee/Board/Commission Appointment proposed policy, including suggested amendments, to be reviewed at a future meeting

- 2) Affordable Housing Committee, One (1) member, unexpired three-year term ending May 31, ~~2023~~, 2025 (scrivener's error) 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)

Town Clerk Roberta Fagan made note of a scrivener's error. The unexpired term is set to expire on May 31, 2025. A motion was made by Vice President Meagher with a second by Councilor R. White to appoint Susan Shim Gorelick to the Affordable Housing Committee for the unexpired three-year term ending May 31, 2025. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

- 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

Vice President Meagher stated that Jessica McCarthy determined that she did not qualify according to the Discover Newport requirements, specifically “shall be associated with the hospitality industry”.

A motion was made by Vice President Meagher with a second by Councilor R. White to re-advertise the Discover Newport member vacancy. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

- 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.

Discussion ensued.

Councilor R. White recommended resolving the procedural debate on who was an appropriate candidate.

Vice President Meagher advocated for Paul Sprague, based on his knowledge and experience. She stressed the importance of adhering to the Ethics Commission's conflict of interest rules and recusing when required. Representatives of the Town's Committee/Board/Commission and their interactions with the public are an important consideration.

Councilor R. White disagreed with Vice President Meagher. He expressed his opinion that Paul Sprague had a conflict of interest and would not qualify as a member of the Harbor Management Commission. He continued, that the Town Council still needed to agree on which candidates were considered viable candidates.

Solicitor Peter Ruggiero reiterated the Town Council has the prerogative and discretion to appoint a candidate or delay their decision.

Councilor Brine referenced a past applicant for the Harbor Commission who had a conflict of interest and was not selected.

Philip Allen, 1180 North Road, stressed the importance of having a member of the Harbor Management Commission with true hands-on experience for managing the function of the waterfront.

Charlotte Zarlengo, Seaside Drive, would like to be recognized as a resident of the island, as a non-boat owner. She requested fair and respectful consideration of all residents.

A motion was made by Vice President Meagher with a second by Councilor Brine to continue the selection of a candidate for the Harbor Management Commission until the next meeting and to schedule an interview with Tom Alexander. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

- 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

A motion was made by Vice President Meagher with a second by Councilor Brine to grant permission to advertise the unexpired and expiring vacancies for the various Committee/Boards/Commissions. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

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

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 cstaff1@crmc.ri.gov .

Vice President Meagher referenced Mr. Bianchi's correspondence.

A motion was made by Vice President Meagher to review Mr. Bianchi's recommendations regarding the topic of water usage at the first Town Council meeting in October with a second by Councilor Brine. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

Communications were acknowledged.

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).

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

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

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

XIV. EXECUTIVE SESSION- BOARD OF WATER AND SEWER COMMISSIONERS

- 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.

A motion was made by Vice President Meagher to seal the minutes and adjourn from Executive Session with a second by Councilor Brine. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

It was announced that no votes were taken.

A motion was made by Vice President Meagher to move into Executive Session with a second by Councilor Brine. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

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

A motion was made by Vice President Meagher to seal the minutes and adjourn from Executive Session with a second by Councilor Brine. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

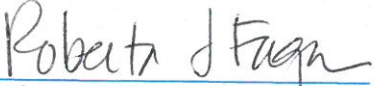
It was announced that no votes were taken.

The Town Council reconvenes the regular meeting.

XVIII. ADJOURNMENT

A motion was made by Vice President Meagher with a second by Councilor Brine to adjourn at 9:43 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor R. White, Aye.

Attest:


Roberta J. Fagan, Town Clerk

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



SACCOCCIO & ASSOCIATES
ARCHITECTS



- 01 RIDE Process
- 02 Timeline
- 03 5-Year CIP
- 04 Cost Estimates
- 05 Next Steps
- 06 Questions

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 II: Develop Solution

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

Approvals and Beyond...

STATE approvals



Timeline

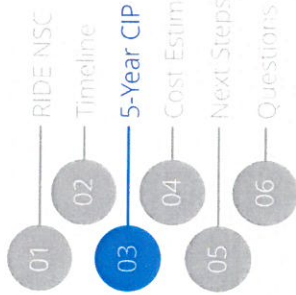
- 01 RIDE NSC
- 02 **Timeline**
- 03 5-Year CIP
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Stage I Submitted February 2023	Stage II Submission September 15, 2023	RIDE Preliminary Approval October 2023	RIDE Council Approval December 2023	Memorandum of Agreement January 2024	All Projects Complete by December 31, 2028
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JAMESTOWN SCHOOL DISTRICT
RIDE Stage II - Submission
September 15, 2023



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



SACCOCCIO & ASSOCIATES
 ARCHITECTS



Cost Estimates

- 01 RIDE NSC
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FISCAL YEAR	Estimated Cost	Capital Reserve Funded
July 2023- June 2024		
Meirose 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
TOTALS:	150,000	150,000
July 2024- June 2025		
Meirose 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
TOTALS:	366,000	366,000
July 2025- June 2026		
Meirose 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
TOTALS:	366,000	366,000
July 2026- June 2027		
Meirose 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
TOTALS:	216,000	216,000



SACCOCCIO & ASSOCIATES
ARCHITECTS



Cost Estimates

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- 05 Next Steps
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FISCAL YEAR

July 2027- June 2028

Melrose School

	Estimated Cost	Capital Reserve Funded
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)

School Capital Reserve Fund

1,314,000 **1,314,000**

Summary

Total Estimated Cost **\$1,314,000**

RIDE Reimbursement – 35% **\$ 459,900**

Projected Cost to Jamestown **\$ 854,100**



SACCOCCHIO & ASSOCIATES
ARCHITECTS



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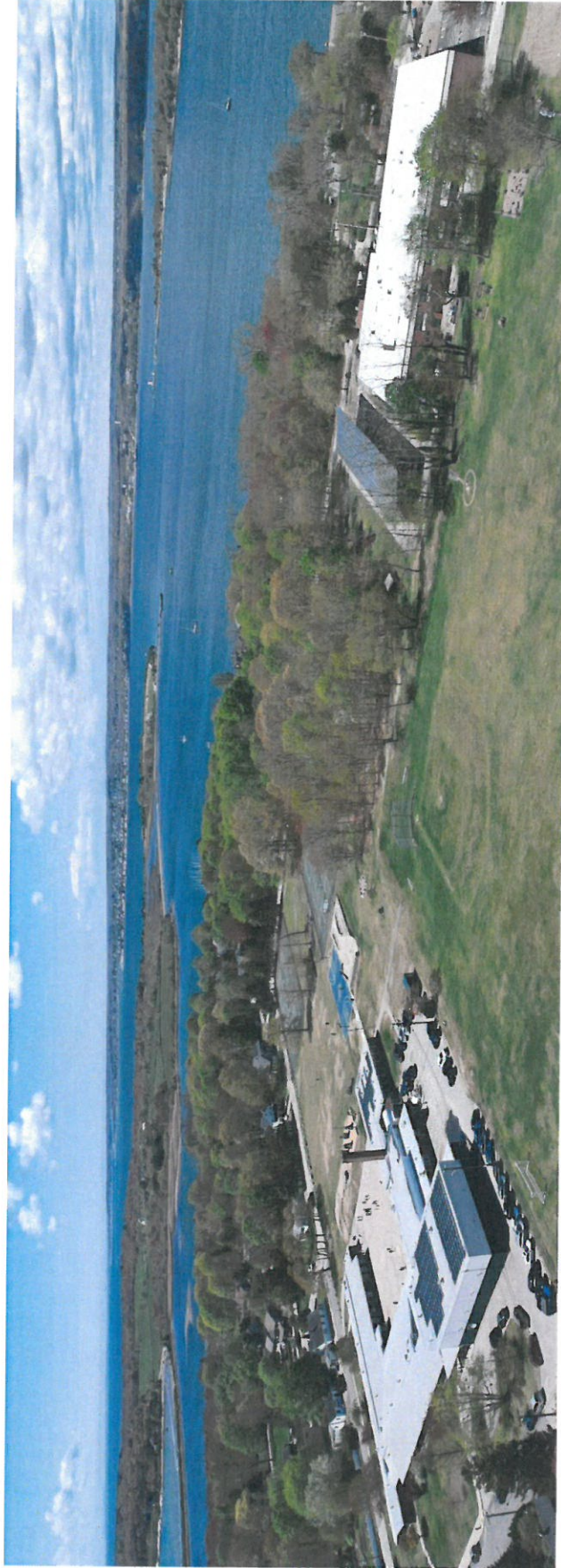
Next Steps

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



SACCOCCIO & ASSOCIATES
ARCHITECTS

CELEBRATING
50
YEARS

Questions

- 01 RIDE NSC
- 02 Timeline
- 03 5-Year CIP
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- 05 Next Steps
- 06 Questions**



SACCOCCIO & ASSOCIATES
ARCHITECTS

CELEBRATING
50
YEARS

Thank You

Get in touch with us:

1085 Park Ave, Cranston RI, USA
401.942.7970

