



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
*Rosamond A. Tefft Council Chambers*  
**93 Narragansett Avenue**  
**Monday, October 16, 2023**  
**5:00 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. ROLL CALL**
- II. CALL TO ORDER, PLEDGE OF ALLEGIANCE**
- III. TOWN COUNCIL SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS**
- IV. 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: CLP TRUST – 2016, by and through its Trustee, Joseph R. Paolino, Jr., vs. Town of Jamestown, C.A. No. 1:22-cv-00339.
- V. THE BOARD OF WATER AND SEWER COMMISSIONERS ADJOURNS FROM THE EXECUTIVE SESSION AND THE TOWN COUNCIL CONTINUES THE OPEN SESSION.**

**VI. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council will meet to conduct interviews of applicants for the committee vacancies as follows:**

TIME	NAME	COMMITTEE
5:30 PM	Jennifer Thran	Board of Canvassers- Republican Alternate
5:40 PM	Mark D'Arrezzo	Discover Newport
5:50 PM	Marla Romash	Discover Newport
6:00 PM	Karl Seeling	Harbor Management Commission
6:10 PM	Tom Alexander	Harbor Management Commission
6:20 PM	Jim Archibald	Harbor Management Commission

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

- A) Awards, Presentations, and Acknowledgments:
- 1) Presentation by Pare Corporation re: Water Supply System Management Plan-5 Year Update (October 2023)
- B) Approval of Minutes; Review, Discussion, and/or Action and/or Vote:
- 1) September 18, 2023 (regular meeting)
- C) Open Forum – Water & Sewer Matters  
Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibit the Town Council from discussing, considering, or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.
- 1) Scheduled request to address - none
  - 2) Non-scheduled request to address
- D) Report of Town Officials: Review, Discussion, and/or Action and/or Vote:
- 1) Pumping Report
  - 2) Town Project Reports
    - a) Town Wells
    - b) Water Treatment Plant
    - c) Transfer Pumping/Reservoir
    - d) Distribution System
    - e) Wastewater Treatment Facility
- E) Letters and Communication: Review, Discussion, and/or Action and/or Vote:
- 1) No items at this time.
- F) Unfinished Business: Review, Discussion, and/or Action and/or Vote:
- 1) No items at this time.

- G) New Business: Review, Discussion, and/or Action and/or Vote:
  - 1) No items at this time.

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

**VIII. OPEN FORUM**

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

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

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

- A) Resolution 2023-17, reinstating the Jamestown Tick Task Force.

**X. PUBLIC HEARINGS, LICENSES, AND PERMITS**

*The Town Council will review each license application and vote on it individually. All approvals for licenses and permits are subject to the resolution of debts, taxes, and appropriate signatures as well as, when applicable, proof of insurance.*

- A) Public Hearings
  - 1) Review, Discussion, and/or Action and/or Vote: Pursuant to the relevant provision of the Jamestown Code of Ordinances, Section 22-91, Tree Preservation and Protection, regarding an appeal by Joseph Rosati of a decision rendered on August 16, 2023 of the Tree Preservation and Protection Committee for the removal of a tree at the Steamboat Street Right of Way, duly advertised in the September 21<sup>st</sup> edition of the Jamestown Press and continued from the October 2, 2023 Public Hearing.
- B) Town Council Sitting as the Alcohol Beverage Licensing Board.
  - 1) Pursuant to RIGL §3-7-14, the following license application has been received under said Act for a one-day license on October 26th, October 27th, October 28<sup>th</sup>, November 9<sup>th</sup>, November 15<sup>th</sup>, and December 9<sup>th</sup>, 2023:  
CLASS F (NON-PROFIT)  
Jamestown Arts Center  
18 Valley Street  
Jamestown, RI 02835
    - a) Review, Discussion, and/or Action and/or Vote for Approval of the CLASS F (NON-PROFIT) LIQUOR LICENSE

- 2) Pursuant to RIGL §3-7-14, the following license application has been received under said Act for a one-day license on October 20, 2023 to take place at the Jamestown Senior Center, 6 West Street:

CLASS F (NON-PROFIT)

Jamestown Yacht Club  
9 B Arnold Avenue  
Jamestown, RI 02835

- a) Review, Discussion, and/or Action and/or Vote for Approval of the CLASS F (NON-PROFIT) LIQUOR LICENSE

**XI. COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS**

*Please Note the Following Items are Status Reports and Matters of Interest to the Council and are for Informational Purposes unless Indicated Otherwise:*

- A) Town Administrator's Report: Edward A. Mello
- 1) Short-Term Rental Registration update
  - 2) Beavertail Lighthouse Ceremony to recognize the transfer of Beavertail Lighthouse and property.
  - 3) Tax Abatement Update.
  - 4) Code Enforcement Officer announcement.

**XII. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Recommendation from the Jamestown Planning Commission on the final draft of the 2023 Zoning Ordinance Update and Rewrite. *Permission to schedule Public Workshops to review recommended updates and amendments.*
- 1) Memorandum from Town Planner regarding the Zoning Ordinance Update/Rewrite and copy of the final draft prepared by Horsley Witten Group.

**XIII. NEW BUSINESS**

- A) No items at this time.

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

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
- 1) Board of Canvassers – One (1) unexpired six-year term Republican Alternate Member vacancy (March 2023- March 2029):
    - a) Interest Applicant:
      - i) Jennifer Thran
        - i. Jamestown Republican Town Committee recommendation received September 18, 2023
        - ii. Interview scheduled for October 16, 2023

- 2) Discover Newport, One (1) member vacancy, with a three-year term ending September 1, 2026 and shall be associated with the hospitality industry, duly advertised in the September 14<sup>th</sup> & 21<sup>st</sup> edition(s) of the Jamestown Press with a request to submit applications prior to September 26, 2023:
- a) Interested Applicant(s):
    - i) Marla Romash
      - i. Application received September 19, 2023
      - ii. Interview scheduled for October 16, 2023
    - ii) Mark D'Arezzo
      - i. Application received September 26, 2023
      - ii. Interview scheduled for October 16, 2023
- 3) Harbor Management Commission, One (1) member, unexpired three-year term ending 12/31/2025, duly advertised in the September 21<sup>st</sup> and 28<sup>th</sup> editions of the Jamestown Press with a request to submit applications prior to October 12, 2023:
- a) Interested Applicant(s):
    - i) Paul Sprague
      - i. Initial application November 29, 2021
      - ii. Interviewed on January 10, 2022
      - iii. Confirmed continued interest July 10, 2023, and resubmitted an application October 2, 2023
    - ii) Stephen Santoro
      - i. Initial application April 3, 2023
      - ii. Interviewed on May 1, 2023
      - iii. Confirmed via email continued interest August 9, 2023
    - iii) Kristopher Matthews
      - i. Initial application March 30, 2023
      - ii. Interviewed on May 15, 2023
      - iii. Confirmed via email continued interest August 7, 2023
    - iv) Tom Alexander
      - i. Received an email of interest on August 10, 2023
      - ii. Interview scheduled for October 16, 2023
    - v) James (Jim) Archibald
      - i. Received an application on September 15, 2023
      - ii. Interview scheduled for October 16, 2023
    - vi) Karl Seelig
      - i. Received an application on September 27, 2023
      - ii. Interview scheduled for October 16, 2023

**XV. CONSENT AGENDA**

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

- A) Adoption of Town Council Meeting Minutes
  - 1) October 6, 2023
  
- B) Minutes of Jamestown Boards/Commissions/Committees
  - 1) Affordable Housing Committee (July 19, 2023)
  - 2) Affordable Housing Committee (August 16, 2023)
  - 3) Planning Commission (September 6, 2023)
  
- C) One-Day Event/Entertainment Applications
  - 1) Applicant: Jamestown Yacht Club  
Event: Annual General Meeting  
Date: October 20, 2023  
Location: Senior Center, 6 West Street
  
  - 2) Applicant: Jamestown Arts Center (JAC)  
Event: JAC Talk: Afrofuturism  
Date: October 24, 2023  
Location: 18 Valley Street
  
  - 3) Applicant: Jamestown Arts Center (JAC)  
Event: "The Moment Before"  
Date: October 28, 2023  
Location: 18 Valley Street
  
  - 4) Applicant: Jamestown Arts Center (JAC)  
Event: Member's Show/Exhibition Opening  
Date: November 9, 2023  
Location: 18 Valley Street
  
  - 5) Applicant: Jamestown Arts Center (JAC)  
Event: Holiday Arts Market  
Date: December 8, 2023  
Location: 18 Valley Street
  
  - 6) Applicant: Town of Jamestown Police Department  
Event: Halloween/Halloween Parade  
Date: October 31, 2023  
Location: Narragansett Avenue
  
  - 7) Applicant: Jamestown Parks & Rec Department  
Event: Christmas Tree Lighting Ceremony  
Date: December 2, 2023  
Location: East Ferry

- D) One-Day Vendor Peddler
  - 1) Applicant: Little B's BBQ
  - Event: Halloween/Halloween Parade (sub-applicant)
  - Date: October 31, 2023
  - Location: 20 Clinton Avenue

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

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

- A) Communications Received:
  - 1) Copy of letter to: Christine Brochu
  - From: Jamestown Arts Center
  - Dated: August 21, 2023
  - Re: Request for Property Tax Abatement
  
  - 2) Copy of letter to: Town Council
  - From: Christopher Powell
  - Dated: October 2, 2023
  - Re: Open Space and Pickleball Courts

**XVII. ADJOURNMENT**

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

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

*Posted on the RI Secretary of State website on October 12, 2023.*





**TOWN OF JAMESTOWN  
TOWN COUNCIL MEETING  
for  
TOWN, WATER AND SEWER MATTERS**

**Monday, September 18, 2023**

A regular meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 6:32 PM by Commission President Nancy A. Beye.

The following members were present:

Mary E. Meagher, Commission Vice-President  
Michael G. White  
Randall White

Also, present were:

Edward Mello, Town Administrator  
Roberta J. Fagan, Town Clerk  
Michael Gray PE, Public Works Director  
Peter D. Ruggiero Esq., Town Solicitor  
Denise Jennings, Water and Sewer Clerk

Absent:

Commissioner Erik G. Brine  
Christina D. Collins, Finance Director

**AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS**

(None)

**READING AND APPROVAL OF MINUTES**

1) 07/11/23 (regular meeting)

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to accept the 07/11/23 regular meeting minutes. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

2) 08/07/23 (regular meeting)

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to accept the 08/07/23 regular meeting minutes. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye. Commissioner Randall White abstained, as he was absent from said meeting.

**OPEN FORUM**

Commission President Beye noted that this open forum would be for water and sewer matters only.

1) Scheduled requests to address:

(None)

- 2) Non-scheduled request to address: (None)

**REPORT OF TOWN OFFICIALS**

- 1) Pumping Report:  
The Public Works Director reported the following:
  - JR-1 well is in service.
  - Pumping was down for the month of August, compared to previous years.
  - Rainfall was down.
  - North Reservoir is @ 49 MG, usable storage-60 MG.
  - South Pond is @ capacity, usable storage- 6 MG

- 2) **Town project reports:** *(See attached Project Update Report dated September 2023)*  
The Public Works Director reported that a presentation will be made by Pare Corporation re: Water Supply System Management Plan-5 Year Update (October 2023) at the next Water and Sewer meeting in October.

It was the consensus of the Commission, to accept the Public Works Director’s report, as submitted.

**LETTERS AND COMMUNICATIONS**

- 1) Copy of email to: Town Council sitting as the Board of Water and Sewer Commissioners  
From: Chuck Masso, Chopmist Charlies, 40 Narragansett Avenue  
Dated: September 6, 2023  
Re: Request for a partial discount on the July 2023 Water and Sewer bill, specifically the sewer discharge fee.

The Public Works Director reported that in the past the Commission has granted relief on the sewer usage side only and has not granted relief on the water side. as money was used to treat the excess water usage. Historically, if it is determined that the excess water goes outside or in a basement, relief has been given.

Following clarification, motion was made by Commission Vice- President Meagher, seconded by Commissioner Randall White to grant sewer relief to Chuck Masso, Chopmist Charlies of 40 Narragansett Avenue, as reported by the Public Works Director.

Vote: President Beye, Aye; Vice President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

**UNFINISHED BUSINESS**

(None)

**NEW BUSINESS**

(None)

**RECESS**

Motion was made by Commissioner Vice-President Meagher, seconded by Commissioner Michael White to recess the meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners and move on to the regular meeting of the Town Council at 6:41 PM. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White. Commission President Beye noted that the Board of Water and Sewer Commissioners will resume their meeting, later in the evening under Executive Session.

**RECONVENE**

Motion was made by Council Vice-President Meagher, seconded by Councilor Michael White to reconvene as the Board of Water and Sewer Commissioners to Executive Session pursuant to RIGL 42-46-5(a) Subsection (1) Personnel and (2) Pending or Potential Litigation. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White; Aye.

Motion was made by Commission Vice-President Meagher and seconded by Commissioner Michael White to adjourn from Executive Session-Sitting as the Board of Water and Sewer Commissioners and return to the regular meeting of the Town Council. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

It was announced that no votes were taken.

**ADJOURNMENT**

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to adjourn the meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners at 9:15 PM. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

Attest:

Denise Jennings  
Water and Sewer Clerk

## Project Update September 2023

### WELLS

JR-1, JR-3

- JR-1 is in service.

### TREATMENT PLANT

- Veolia started the week of September 11<sup>th</sup> with staff reviewing operations at the water treatment facility. A senior level manager and operator has begun the process of reviewing all of our procedures for safety and treatment operation. They will be assisting the Town with updating and developing standard operating procedures for the facility.
- Water department staff worked with our process control engineering consultant with installing a new chemical feed pump and integrating it with our SCADA system. This new pump replaces an older generation of equipment that is no longer supported by the manufacturer.

### TRANSFER PUMPING/RESERVOIR

- The water department suspended transferring water from south pond to north pond.

### DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 49 MG

Usable Storage 60 Million Gallons

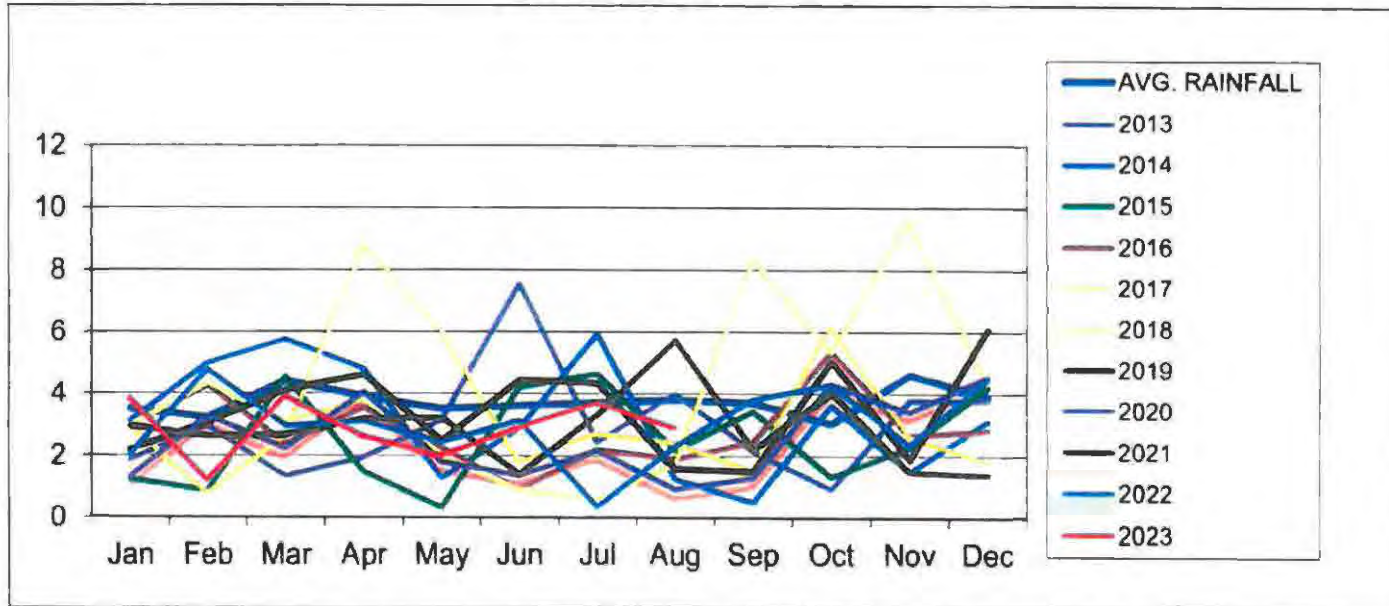
- Service line installation is complete on High Street. The water department staff connected 9 existing residential services to the new watermain. Crews will complete the distribution main switch over at Clinton Avenue intersection and then the disconnecting of the old main from the water tower.
- Crews from Atlas Painting have been onsite erecting the staging for preparing and painting the south tower. Contractors for Verizon have also been onsite installing new equipment on the North Tower that was recently painted and decommissioning the equipment on the south tower. The Contractor for AT&T will be onsite the week of September 18<sup>th</sup> to temporarily locate the antenna to the staging so that Atlas can install tarps to contain the painting work.

### WASTEWATER TREATMENT PLANT

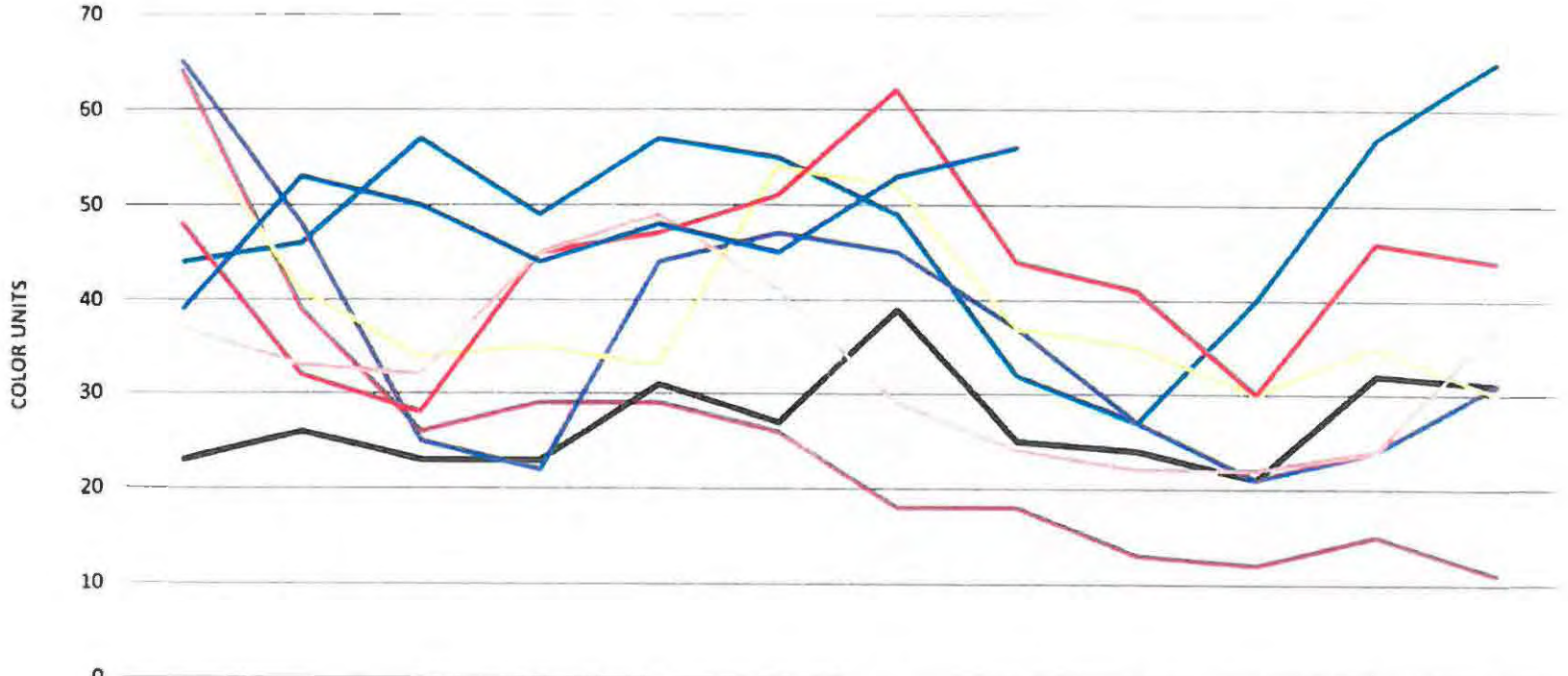
- The monthly average daily flow at the treatment plant for July was 0.22 million gallons per day. The monthly average allowed by our discharge permit is 0.73 million gallons per day. The peak daily flow was 0.40 million gallons.
- We received 8 statements of qualifications from engineering consultants responding to the advertisement. Staff has reviewed the statements and we have narrowed the field for interviews. Work will include assessing all of our wastewater facilities including collection system, pump stations, and wastewater treatment plant and providing recommendations for improvements, design and permitting, and assisting the Town through construction.

	AVG. RAINFALL	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan	3.5	1.85	3.1	1.22	2.94	2.94	2.94	2.19	1.3	2.94	2.04	3.84
Feb	3.2	2.94	4.98	0.86	4.25	0.76	4.33	3.06	3.26	2.62	4.77	1.18
Mar	4.4	1.32	5.74	4.53	2.36	2.62	3.07	4.11	2.21	2.66	2.94	3.9
Apr	3.9	1.92	4.8	1.47	3.53	8.8	3.79	4.61	4.03	3.18	3.08	2.6
May	3.5	3.11	1.27	0.32	2.24	6.03	2.03	2.46	1.79	3.2	2.43	1.99
Jun	3.6	7.55	2.86	4.2	0.89	1.79	0.89	4.44	1.36	1.4	3.11	2.88
Jul	3.7	2.42	5.93	4.63	2.19	2.7	0.61	4.33	2.16	3.3	0.35	3.71
Aug	3.8	3.98	1.23	2.17	1.88	2.4	1.73	1.58	0.91	5.71	2.29	2.87
Sep	3.7	2.13	0.5	3.41	2.42	1.54	8.35	1.49	1.27	2.19	3.81	
Oct	3	0.9	3.61	1.31	5.33	6.18	5.34	5.04	4.29	4.03	4.28	
Nov	4.6	3.76	1.47	2.27	2.63	2.61	9.61	1.89	3.39	1.47	2.33	
Dec	3.9	3.76	3.1	4.2	2.79	1.81	4.33	6.09	4.53	1.38	4.48	
Total	44.8	35.64	38.59	30.59	33.45	40.18	47.02	41.29	30.5	34.08	35.91	22.97

### RAINFALL



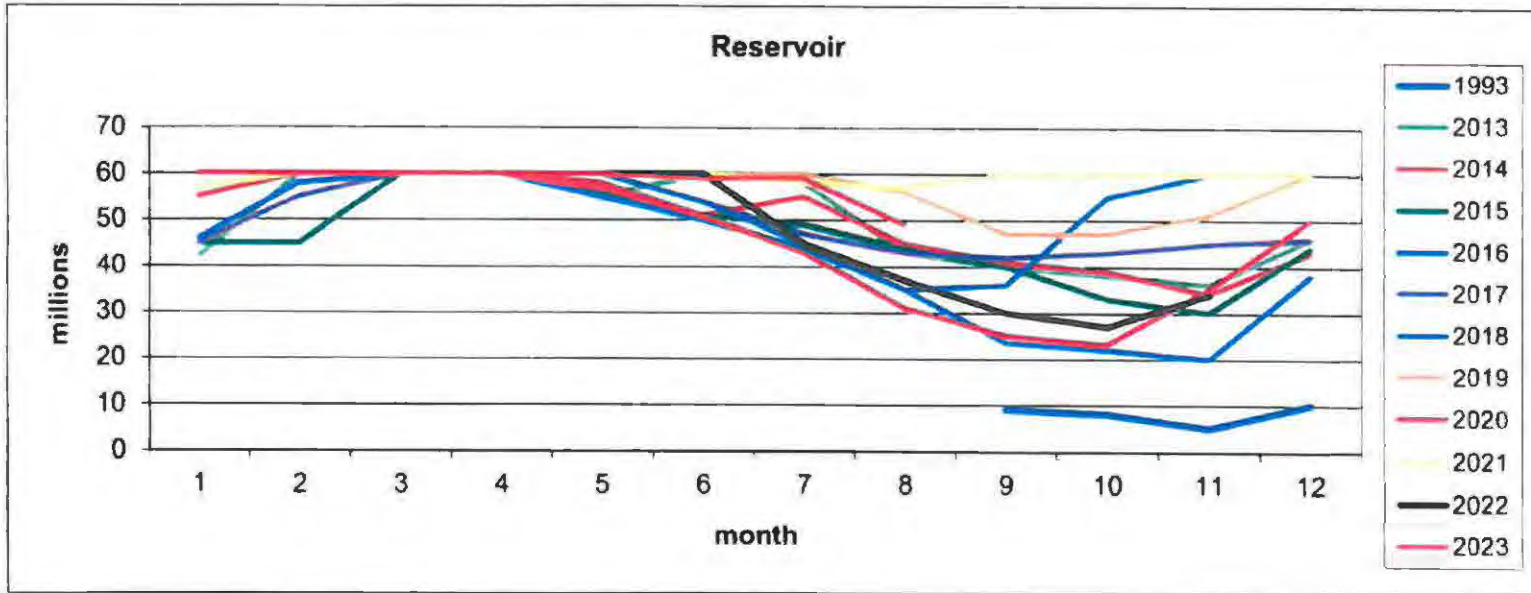
## Transfer Pumping NORTH POND WATER QUALITY



	1	2	3	4	5	6	7	8	9	10	11	12
2016	64	39	26	29	29	26	18	18	13	12	15	11
2017	23	26	23	23	31	27	39	25	24	21	32	31
2018	44	46	57	49	57	55	49	32	27	40	57	65
2019	65	48	25	22	44	47	45	37	27	21	24	31
2020	59	41	34	35	33	54	52	37	35	30	35	30
2021	48	32	28	45	47	51	62	44	41	30	46	44
2022	37	33	32	45	49	41	29	24	22	22	24	37
2023	39	53	50	44	48	45	53	56				

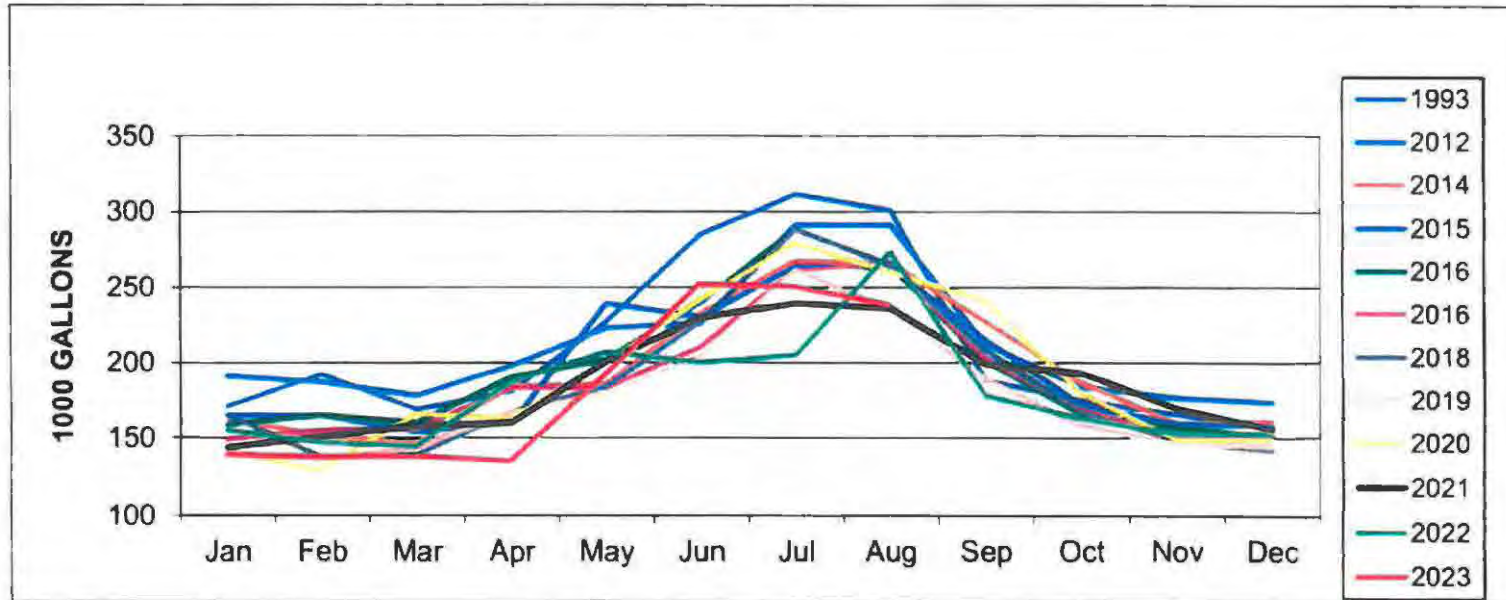
## RESERVOIR LEVEL

	1993	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan		42	55	45	46	45	60	60	60	57	60	60
Feb		60	60	45	58	55	60	60	60	60	60	60
Mar		60	60	60	60	60	60	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60	60	60	60
May		55	58	56	55	60	60	60	57	60	60	60
Jun		60	51	51	50	54	54	60	51	60	60	59
Jul		58	55	49	44	47	45	60	43	58	45	59
Aug		43	45	44	35	43	35	56	31	57	37	49
Sep	9	40	41	40	23.5	42	36	47	25	60	30	
Oct	8	38	39	33	22	43	55	47	23	60	27	
Nov	5	36	34	30	20	45	60	51	35	60	34	
Dec	10	46	43	44	38	46	60	60	50	60	48	



	1993	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan	171	239	172	155	191	163	165	159	149	165	141	141	144	155	139
Feb	192	210	158	156	187	151	165	165	155	137	135	129	151	147	138
Mar	169	198	157	155	178	147	154	160	156	139	144	166	158	145	138
Apr	181	210	180	170	198	184	160	190	183	167	167	163	160	187	135
May	227	180	212	190	223	185	239	202	183	184	179	200	201	207	192
Jun	285	218	226	221	226	232	230	240	210	227	204	242	230	200	252
Jul	311	274	279	278	291	267	264	288	261	288	261	279	239	205	250
Aug	301	251	254	242	291	266	263	264	266	265	235	260	236	273	238
Sep	188	193	205	210	212	227	215	201	203	208	189	241	199	178	
Oct	175	182	175	175	184	187	172	166	170	168	158	180	193	163	
Nov	166	160	164	167	177	160	160	157	151	148	146	149	170	153	
Dec	158	167	158	180	174	161	158	151	151	142	145	149	156	153	

**PUMPING REPORT**







TOWN Of JAMESTOWN WWTF  
MONTHLY REPORT  
AUGUST 2023

Douglas Ouellette, Superintendent

**Parameters**

	<u>Monthly Avr.</u>	<u>Permit Limit</u>	<u>Notes</u>
Flow	.2204	MGD .73 MGD	
Daily Max	.4030		
BOD Removal	99.6%	85%	% Removed
TSS Removal	98.1%	85%	% Removed
Fecal Coliform	1.0	No limit, report only	
Enterococci	1.0	(<35 cfu/100ml Monthly)	(<276 cfu/100ml Daily)

**Environmental Compliance (Violations)**

There are no violations to report for the month of August 2023

**Complaints**

There is one complaint reported for August, 92 High St complained about a noisy manhole cover in front of the property. A manhole gasket was put in place to quiet the clanking.

**Alarms**

The facility had 1 alarm that was caused by a power blip during a lightning storm August 26th.

**Septage**

The facility received 0 gallons for August.

### **Sludge Production**

The facility processed 79,500 gallons of sludge through Wastewater Services Incorporated.

### **Maintenance Management**

The main discharge valve at PS#2 was repacked by IPS.

### **Chemical Use**

The facility used 514.4 gallons of Sodium hypochlorite and 0 pounds of lime for process control.

### **Collection System**

31 pump station inspections were completed. All stations are operating as designed.

### **Energy Use**

Energy use for August was: 18,013 KWH

### **Precipitation**

Precipitation for August was 2.87"

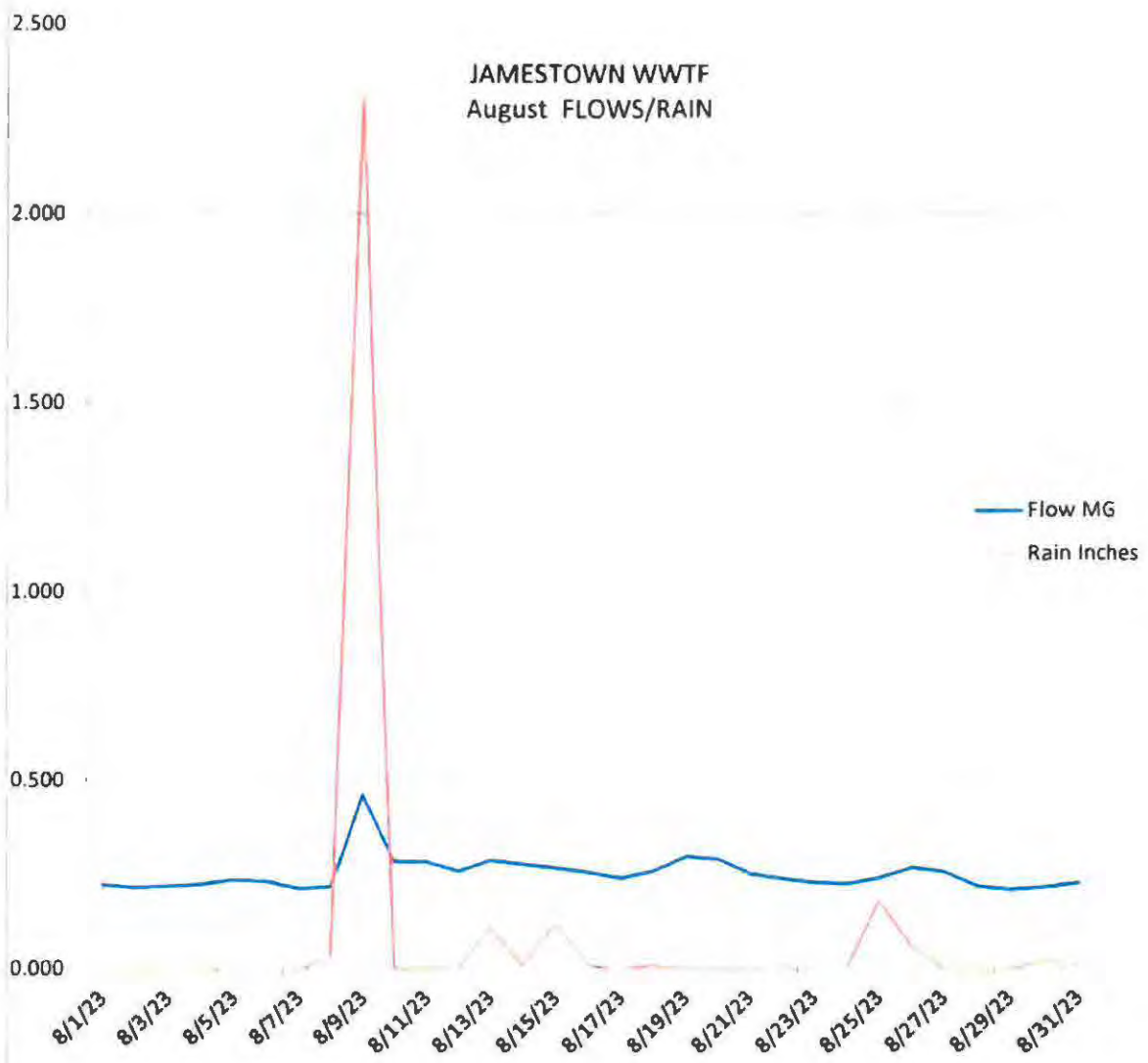
### **Golf Course**

978,000 gallons of effluent was pumped to the pond in August.

### **Work Orders**

63 work orders were completed.

### Graphs



## Project Update October 2023

### WELLS

JR-1, JR-3

- JR-1 is in service.

### TREATMENT PLANT

- Water department staff continue to work with managers from Veolia developing standard operating procedures for the facility. Once they have prepared the documents they will begin introducing operators into the facility for training with the goal of having their staff assisting with the operation of the treatment plant.
- I have provided a draft of the Water Supply System Management Plan update for the Commissioners review and approval. Pare Corporation will be at the October 16<sup>th</sup> meeting to give a presentation of the plan.

### TRANSFER PUMPING/RESERVOIR

- The water department suspended transferring water from south pond to north pond.

### DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 49 MG

Usable Storage 60 Million Gallons

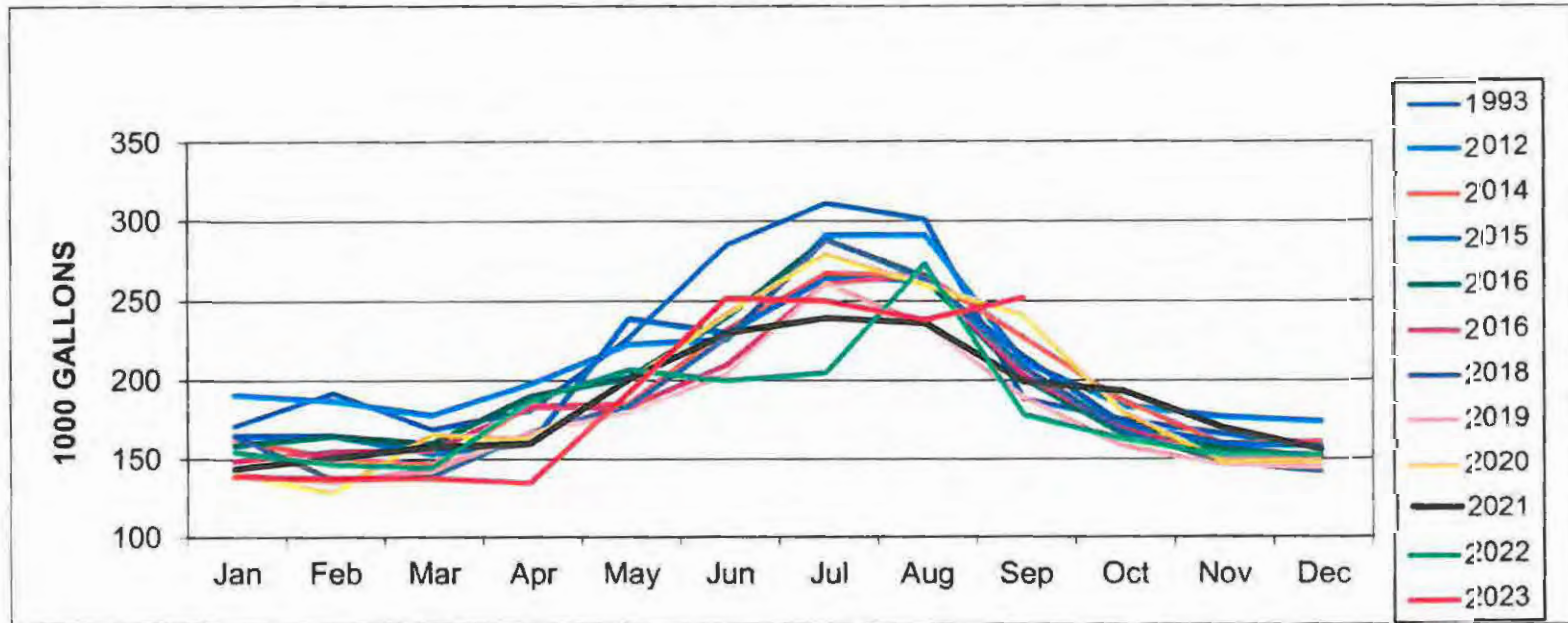
- Crews from Atlas Painting started sandblasting the south water tower on October 2<sup>nd</sup>. They are removing the paint and primer coats to clean steel to prepare for 3 new coats of primer and paint. Sandblasting and the first primer coat will be complete on Friday. The remaining coats will be applied over the next week or two based upon weather conditions.
- A water service upgrade was completed for 115 Melrose Avenue to the newly constructed home on the property.

### WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for September was 0.25 million gallons per day. The monthly average allowed by our discharge permit is 0.73 million gallons per day. The peak daily flow was 0.53 million gallons.
- We have interviewed two of the eight consultants that provided statements of qualifications for wastewater facilities assessment and improvements. The staff has recommended one of the firms and I am working with the project manager to develop a scope of work, fee, and terms for a contract. Unfortunately I am not prepared to make a recommendation to the Commission for the October 16<sup>th</sup> meeting. Work will include assessing all of our wastewater facilities including collection system, pump stations, and wastewater treatment plant and providing recommendations for improvements, design and permitting, and assisting the Town through construction.

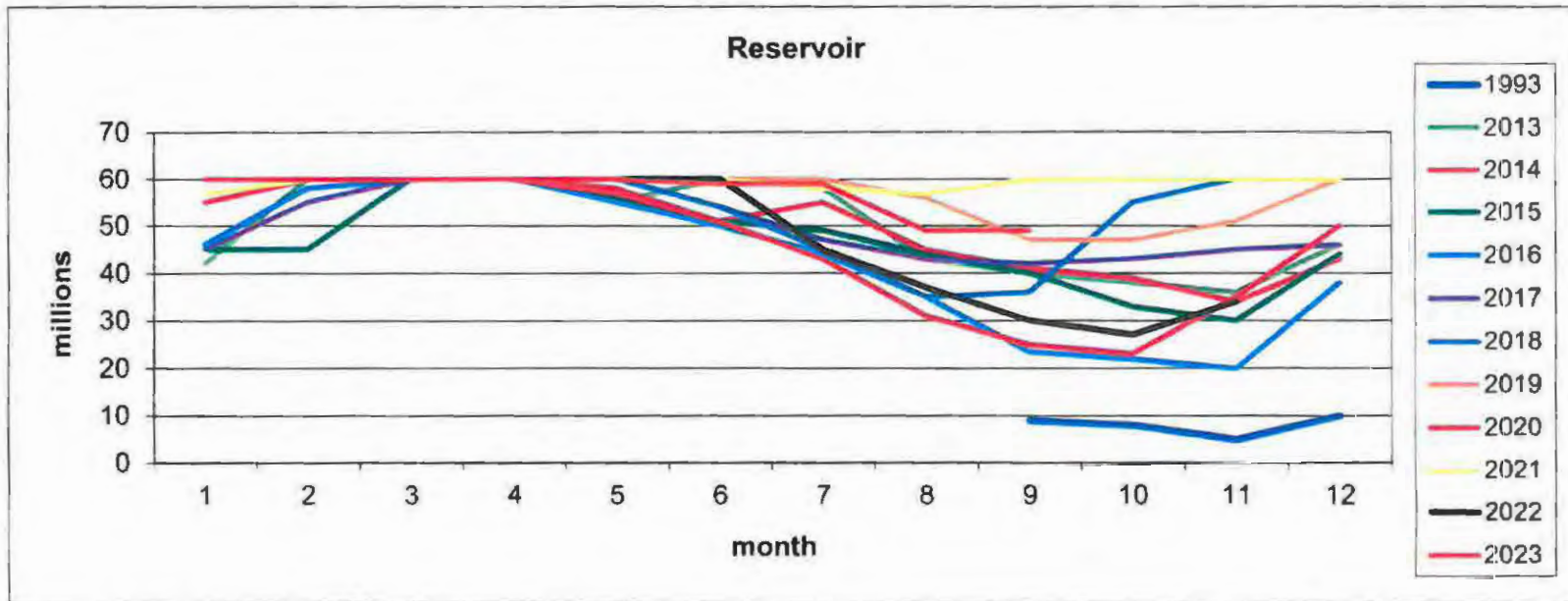
	1993	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan	171	239	172	155	191	163	165	159	149	165	141	141	144	155	139
Feb	192	210	158	156	187	151	165	165	155	137	135	129	151	147	138
Mar	169	198	157	155	178	147	154	160	156	139	144	166	158	145	138
Apr	181	210	180	170	198	184	160	190	183	167	167	163	160	187	135
May	227	180	212	190	223	185	239	202	183	184	179	200	201	207	192
Jun	285	218	226	221	226	232	230	240	210	227	204	242	230	200	252
Jul	311	274	279	278	291	267	264	288	261	288	261	279	239	205	250
Aug	301	251	254	242	291	266	263	264	266	265	235	260	236	273	238
Sep	188	193	205	210	212	227	215	201	203	208	189	241	199	178	252
Oct	175	182	175	175	184	187	172	166	170	168	158	180	193	163	
Nov	166	160	164	167	177	160	160	157	151	148	146	149	170	153	
Dec	158	167	158	180	174	161	158	151	151	142	145	149	156	153	

**PUMPING REPORT**



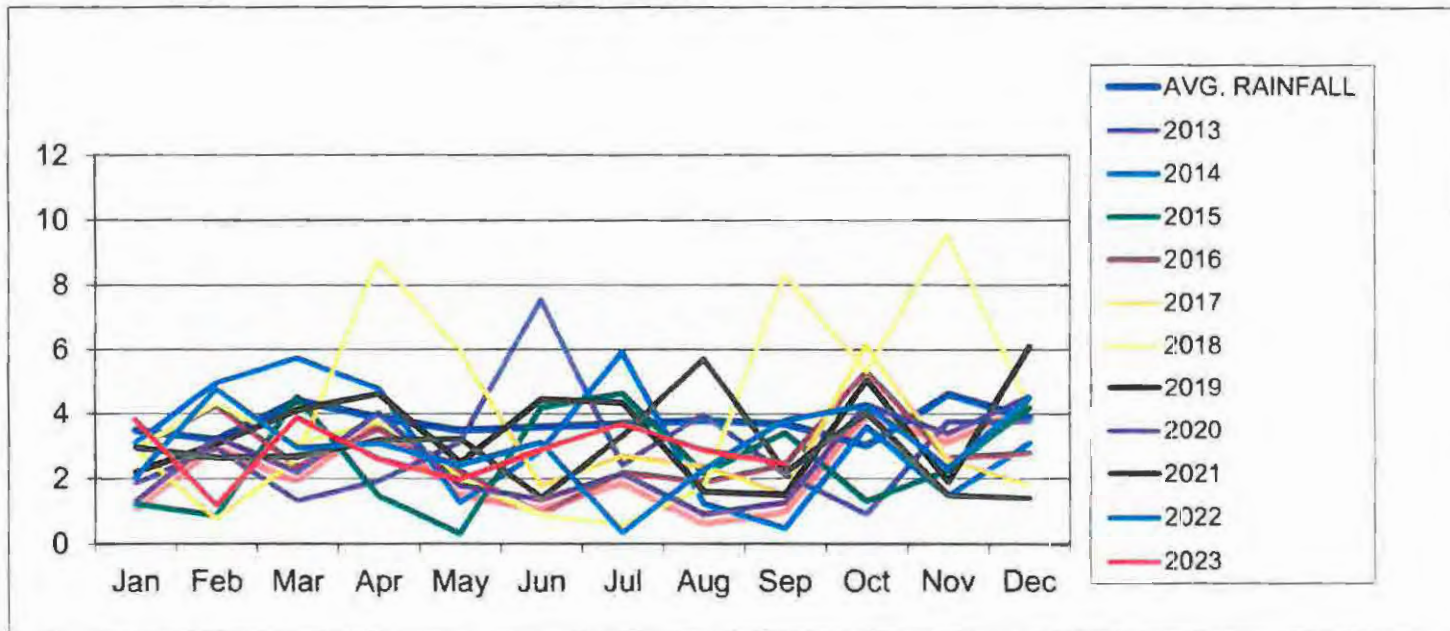
## RESERVOIR LEVEL

	1993	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan		42	55	45	46	45	60	60	60	57	60	60
Feb		60	60	45	58	55	60	60	60	60	60	60
Mar		60	60	60	60	60	60	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60	60	60	60
May		55	58	56	55	60	60	60	57	60	60	60
Jun		60	51	51	50	54	54	60	51	60	60	59
Jul		58	55	49	44	47	45	60	43	58	45	59
Aug		43	45	44	35	43	35	56	31	57	37	49
Sep	9	40	41	40	23.5	42	36	47	25	60	30	49
Oct	8	38	39	33	22	43	55	47	23	60	27	
Nov	5	36	34	30	20	45	60	51	35	60	34	
Dec	10	46	43	44	38	46	60	60	50	60	48	



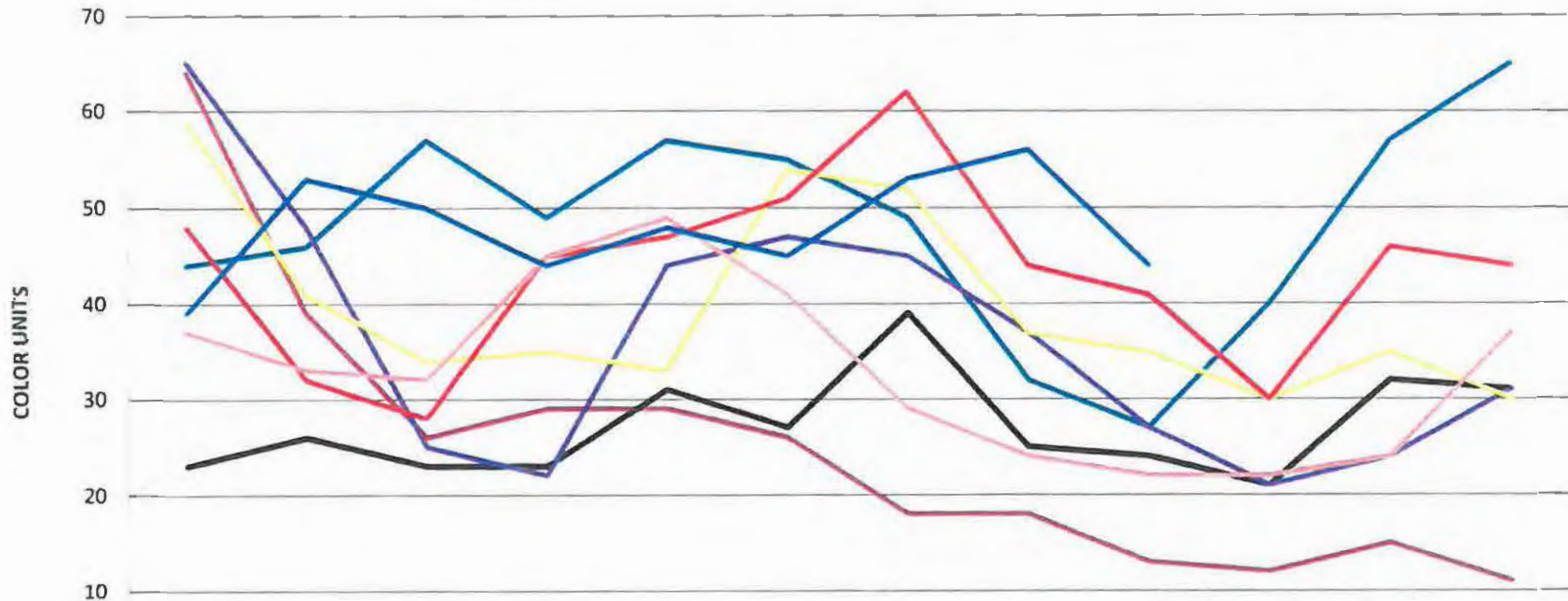
	AVG. RAINFALL	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Jan	3.5	1.85	3.1	1.22	2.94	2.94	2.94	2.19	1.3	2.94	2.04	3.84
Feb	3.2	2.94	4.98	0.86	4.25	0.76	4.33	3.06	3.26	2.62	4.77	1.18
Mar	4.4	1.32	5.74	4.53	2.36	2.62	3.07	4.11	2.21	2.66	2.94	3.9
Apr	3.9	1.92	4.8	1.47	3.53	8.8	3.79	4.61	4.03	3.18	3.08	2.6
May	3.5	3.11	1.27	0.32	2.24	6.03	2.03	2.46	1.79	3.2	2.43	1.99
Jun	3.6	7.55	2.86	4.2	0.89	1.79	0.89	4.44	1.36	1.4	3.11	2.88
Jul	3.7	2.42	5.93	4.63	2.19	2.7	0.61	4.33	2.16	3.3	0.35	3.71
Aug	3.8	3.98	1.23	2.17	1.88	2.4	1.73	1.58	0.91	5.71	2.29	2.87
Sep	3.7	2.13	0.5	3.41	2.42	1.54	8.35	1.49	1.27	2.19	3.81	2.47
Oct	3	0.9	3.61	1.31	5.33	6.18	5.34	5.04	4.29	4.03	4.28	
Nov	4.6	3.76	1.47	2.27	2.63	2.61	9.61	1.89	3.39	1.47	2.33	
Dec	3.9	3.76	3.1	4.2	2.79	1.81	4.33	6.09	4.53	1.38	4.48	
Total	44.8	35.64	38.59	30.59	33.45	40.18	47.02	41.29	30.5	34.08	35.91	25.44

### RAINFALL





## Transfer Pumping NORTH POND WATER QUALITY



	1	2	3	4	5	6	7	8	9	10	11	12
2016	64	39	26	29	29	26	18	18	13	12	15	11
2017	23	26	23	23	31	27	39	25	24	21	32	31
2018	44	46	57	49	57	55	49	32	27	40	57	65
2019	65	48	25	22	44	47	45	37	27	21	24	31
2020	59	41	34	35	33	54	52	37	35	30	35	30
2021	48	32	28	45	47	51	62	44	41	30	46	44
2022	37	33	32	45	49	41	29	24	22	22	24	37
2023	39	53	50	44	48	45	53	56	44			



TOWN OF JAMESTOWN WWTF  
MONTHLY REPORT  
SEPTEMBER 2023

Douglas Ouellette, Superintendent

**Parameters**

	<u>Monthly Avr.</u>	<u>Permit Limit</u>	<u>Notes</u>
Flow	.2561 MGD	.73 MGD	
Daily Max	.5250 MGD		
BOD Removal	98.4%	85%	% Removed
TSS Removal	91.3%	85%	% Removed
Fecal Coliform	1.66	No limit, report only	
Enterococci	1.05	(<35 cfu/100ml Monthly) (<276 cfu/100ml Daily)	

**Environmental Compliance (Violations)**

There were 0 violations to report for the month of September.

**Complaints**

There are no complaints to report for the month of September.

**Alarms**

There were 4 alarms In September, two on 9-4-23 one alarm was for low Cl2 the second one 14 hrs later was for high Cl2. In both cases the chlorine feed was adjusted to correct the problem. The other two were on 9-12 & 13-23, both were caused by a buildup of grease and fats on the floats and the multitrode at PS#4. Staff cleaned the problem areas and the station is back to normal operation.

**Septage**

The facility received 2,000 gallons septage for the month of September.

### **Sludge Production**

The facility processed 54,000 gallons of sludge through Wastewater Services Incorporated.

### **Maintenance Management**

Started fall oil changes, cleaned out and degreased PS#4 wetwell

### **Chemical Use**

The facility used 631.4 gallons of Sodium hypochlorite and 0 pounds of lime for process control.

### **Collection System**

30 pump station inspections were completed. All stations are operating as designed. 16 Generator Set inspections were performed.

### **Energy Use**

Energy use for September was: 15333 KWH

### **Precipitation**

Precipitation for September was 2.47" of rain

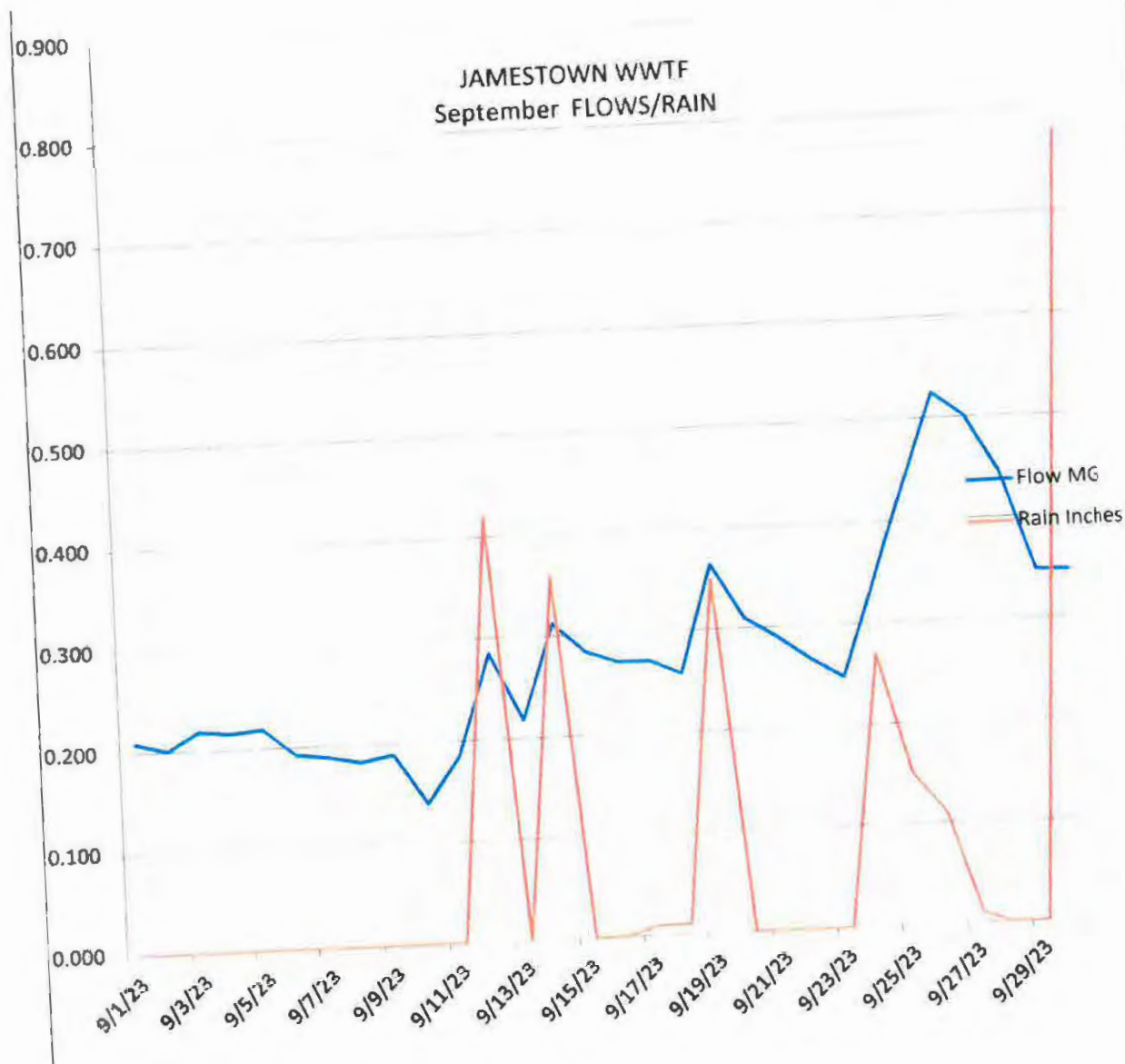
### **Golf Course**

.78 MG of effluent were sent to Golf Course for the month of September.

### **Work Orders**

67 work orders were completed.

### Graphs







## Town of Jamestown Resolution of the Town Council

### TICK TASKFORCE: LYME AND TICK-BORNE DISEASE PREVENTION, EDUCATION, AND RESEARCH

No. 2023-17

**WHEREAS,** the Town of Jamestown along with all communities within the State of Rhode Island have very high incidences of Lyme disease and other tick-borne illnesses; and

**WHEREAS,** cases of Lyme disease and other tick-borne illnesses are increasing at an alarming rate; and

**WHEREAS,** surveillance has demonstrated a high correlation of the incidence of disease with the abundance of ticks and their geographic distribution; and

**WHEREAS,** the prevention of Lyme disease and other tick-borne illnesses is best accomplished by a combination of public awareness, personal protection, and environmental measures; and

**WHEREAS,** laboratory tests for Lyme disease and other tick-borne illnesses are not definitive and consensus guidelines for diagnosis and treatment of long-term Lyme disease have yet to be developed; and

**WHEREAS,** the Jamestown Town Council recognizes the seriousness and prevalence of Lyme disease and other tick-borne illnesses within southern New England; and

**WHEREAS,** the Jamestown Town Council encourages state and regional surveillance efforts and prevention initiatives that will provide a greater understanding of the transmission of Lyme disease and other tick-borne illnesses.

**NOW THEREFORE, BE IT RESOLVED** that the Jamestown Town Council will reinstate the Jamestown Tick Taskforce for the purpose of developing an education plan and a plan of action to address the increase in Lyme disease and other tick-borne disease cases, with a focus on the importance of public awareness, personal protection, and environmental measures.

**BE IT FURTHER RESOLVED,** that new membership and appointments are sought for the newly formed Tick Task Force and that the Jamestown Town Council encourages resident participation;

**BE IT FURTHER RESOLVED,** that the Jamestown Town Council calls for increased federal funding for studies pertaining to the development of improved testing and treatment for Lyme disease and other tick-borne illnesses.

**BE IT FURTHER RESOLVED,** that the Town of Jamestown asks for support from our State Legislature to direct the Rhode Island Department of Health to provide for the expansion of efforts concerning the prevention, education, treatment and research activities relative to Lyme and other tick-borne diseases.

By Order of the Jamestown Town Council

\_\_\_\_\_  
Nancy E. Beye, President

\_\_\_\_\_  
Mary Meagher, Vice President

\_\_\_\_\_  
Michael G. White

\_\_\_\_\_  
Randall White

\_\_\_\_\_  
Erik G. Brine

IN WITNESS WHEREOF, I hereby attach my hand and the official seal  
of the Town of Jamestown this 16<sup>th</sup> day of October, 2023.

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

# Tickborne Disease Data

## Purpose

To monitor the epidemiology, incidence and geographic distribution of tickborne diseases.

## Collection Period

2017-2022

## Key Points

- This data represents cases of [anaplasmosis](#), [babesiosis](#), [ehrlichiosis](#), and [Lyme disease](#). Other [tickborne diseases](#) are not displayed here due to the [Rhode Island Small Numbers Reporting Policy](#).

## About Lyme disease

- Lyme disease is a tickborne bacterial disease, causing symptoms such as fever, headache, fatigue, and a characteristic bullseye rash. Late symptoms can include arthritis, neurological problems, and heart disease. Lyme disease can be successfully treated with a course of antibiotics. Lyme disease is transmitted by the blacklegged (“deer”) tick, mostly in upper Midwest and Northeast states, in wooded or grassy areas, and during warm months. [MORE INFORMATION ABOUT LYME DISEASE](#)
- **Data Overview**
  - Reported cases of Lyme remained stable from 2017-2021, however reported cases increased by over 230% in 2022 with much of this significant increase attributed to the Council of State and Territorial Epidemiologists (CSTE) [case definition change](#) for Lyme disease.
  - In 2022, Rhode Island had 2,326 cases of Lyme disease, with an incidence rate of 212 cases per 100,000 people. The 5-year mean rate for Lyme disease for 2017-2021, reporting years before the CSTE case definition change, was 92 per 100,000 people.
  - Washington County consistently has the highest rate of Lyme disease in Rhode Island with a rate of 608 cases per 100,000 people in 2018. The five-year mean rate for Lyme disease in Washington County for 2017-2021, reporting years before the CSTE case definition change, was 204 per 100,000 people.
  - Most Lyme disease cases are reported during the summer months, with a peak observed during July.

## About Anaplasmosis and Ehrlichiosis

- Anaplasmosis and ehrlichiosis are tickborne, bacterial diseases that typically cause fever, headache, fatigue, and muscle aches one-two weeks following a tick bite. Anaplasmosis is most common in the upper Midwest and Northeast states, corresponding with the geographical distribution of Lyme disease. Co-infections are possible as the blacklegged (“deer”) tick that carries the bacteria can also transmit Lyme disease and babesiosis. Ehrlichiosis is most common in the Southeast and Southcentral US, corresponding with the geographical distribution of the Lone Star tick which transmits the disease. However, the range of the Lone Star tick has been expanding and these ticks have been found in Rhode Island and other Northeast states. [MORE INFORMATION ABOUT EHRLICHIOSIS](#)



- **Data Overview**

- In 2022, Rhode Island had 63 cases of anaplasmosis, with a rate of 5.7 cases per 100,000 people, and 16 cases of ehrlichiosis with a rate of 1.5 cases per 100,000 people. This calculates to a combined 79 cases, with a combined rate of 7.2 cases per 100,000 people.
- The five-year mean for combined anaplasmosis and ehrlichiosis cases for 2017-2021, reporting years before the CSTE case definition change, was 182.6 cases, with a five-year mean rate of 16.6 cases per 100,000 people.
- In 2022, RIDOH implemented the CDC case report form for Tickborne Rickettsial Diseases deployed for use in 2020, which isolates the patient clinical evidence of disease used for identifying case status in accordance with the CSTE case definition.
- Anaplasmosis and ehrlichiosis occur consistently at the highest rate in Washington County.
- The majority of anaplasmosis and ehrlichiosis cases are reported during the summer months, with a peak observed during June and July.

## About Babesiosis

- Babesiosis is a tickborne, parasitic disease caused by protozoa. Symptoms range from subclinical to life-threatening and mimic malaria, appearing one to nine weeks after the bite of an infected blacklegged (“deer”) tick. Many infected people have no symptoms; others experience flu-like symptoms such as fever, chills, sweats, headache, body aches, loss of appetite, nausea, or fatigue. Ticks that carry babesia are the most commonly found and cause disease in the Northeast and upper Midwest states, in wooded or grassy areas, and during warm months when they are in their nymphal life stage. [MORE INFORMATION ABOUT BABESIOSIS](#)

- **Data Overview**

- In 2018, there were 118 cases of babesiosis in Rhode Island, with an incidence rate of 10.81 cases per 100,000 people.
- Babesiosis is most commonly reported in older male adults, and Washington County has the highest case rate.
- Babesiosis in Rhode Island peaks in the summer months, with 77% of cases occurring between June and August in 2022.
- Babesiosis became nationally reportable in 2011. With more years of surveillance, an overall trend in disease distribution may become clearer. However, in recent years case counts have remained fairly consistent.

## Data Source

Extracted from Rhode Island National Electronic Disease Surveillance System in April 2023. Probable and confirmed cases are based on lab work reported to the Rhode Island Department of Health.

## Data Notes

- The 2022 Lyme disease case count increase is a direct result of the [Council of State and Territorial Epidemiologists \(CSTE\) Lyme disease case definition change](#) for 2022. Rhode Island

is a Lyme disease high incidence state and is reporting cases based on laboratory results per the new [case definition guidance](#).

- Data are reported based on MMWR year, which differs slightly from calendar year.
- Counts are only displayed if 5 or greater. Rates are only displayed if numerator is greater than 20 and denominator is greater than 100. Read [RIDOH's Small Numbers Policy](#) for additional information.



- Case counts
- Case rates
- Age data
- County data
- Municipality data

**Data notes & sources:** 2022 Lyme disease case count/rate increase is a direct result of the CSTE Lyme disease case definition change for 2022. RI is a Lyme disease high incidence state and is reporting cases based on laboratory results per the

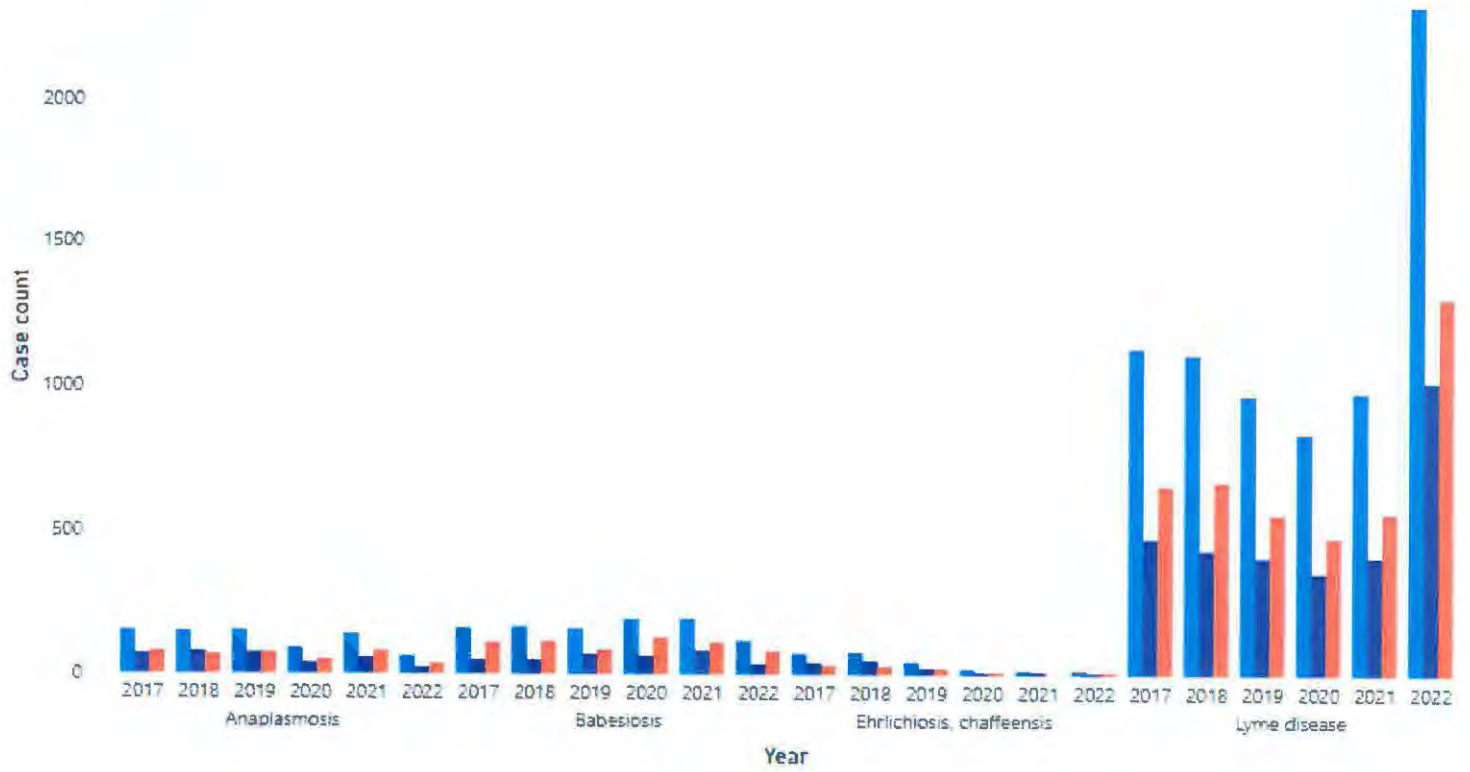
Use the control key to select multiple diseases and/or measures. Click the eraser icon to deselect all. Hover over the graph to see numbers.

### Case Counts by Disease and Year, 2017-2022

Measure ● Total case count ● Female cases ● Male cases

- Disease**
- - Anaplasmosis
  - Babesiosis
  - Ehrlichiosis, chaffeensis
  - Lyme disease

- Measure**
- Total case count
  - Female cases
  - Male cases



August 26, 2013

To: Task Force Members  
From: Gene Mihaly  
Subject: Summary of Aims and a Suggested Campaign

I. Task Force Objective

The Jamestown Tick Task Force has one over arching objective. That is to reduce the incidence of Lyme and other tick borne diseases on Conanicut Island.

II. Summary of Action Steps

1. To shape and conduct a campaign to inform the Jamestown public of the extent of the public health crisis engendered by infected ticks.
2. And to inform the public on the nature of the disease and on ways to identify it early
3. And to inform the public on steps that individuals and families can take to protect themselves and their property.
4. Then, to identify means to reduce the presence of infected ticks by means other than deer herd management.
5. And, after ensuring that an island wide consensus has developed, and if deemed appropriate, to conduct a program of deer herd reduction.

III. Proposed Education Campaign Steps

- A yearlong campaign in the Jamestown Press that profiles individuals impacted by the disease, practitioners in the field who have treated hundreds/thousands of impacted patients, experts in the spread and control of Lyme disease.
- Weekly ½ page ad, ideally in the same position in the publication. Since this would be public service advertising, endeavor for free or reduced fees.

- The ads would be simple – close up photos, testimonial, hotline #, website address; finding 52 people will require a process of discovery.
- A continuously updated website and social media feed (Facebook, Twitter) are essential and serve to keep a continual focus on the concern.
- A package of information should be made available for free at outlets throughout the island such as the bank, the hardware store, drugstore, Cathryn Jameson, etc. The package should be a folder with information on how to prevent oneself from getting Lyme, treatment, websites and phone #s for more information, a visual on how to recognize the ticks, and broader issues such as how other locales have successfully eradicated/reduced the problem (if one of the options is to cull the herd and info unequivocally shows this has a positive outcome, here is where it would be introduced).
- The package should also be made available online and could be sent to anyone who requests it.
- A series of 4 panel discussions should take place at the library at strategic points throughout the year. The panelists should all be experts in the field and the focus is not the debilitating impact of the disease on humans nor treatment options for humans but should squarely be focused on what an island like Jamestown can do to bring the problem under control.

The campaign materials need to be hard hitting, as do the ads. Regardless of the approach the island ultimately takes (pesticides, culling, combination), if we don't have a shock value in the messaging people won't pay attention.

Think about the evolution of warnings on the side of cigarette packages. From "smoking may be harmful" to "smoking causes low birth weight" to basically "smoking will kill you". Only when the end game was ratcheted up did the smoking rate begin to come down in an appreciable way.

Same with texting. It kills if you're driving. And now that message is everywhere, in very powerful ways.





## Public Hearing Announcement

**October 2, 2023, 6:00 P.M., Town Hall**

Pursuant to the relevant provision of the Jamestown Code of Ordinances, Section 22-91, Tree Preservation and Protection, a public hearing will take place on October 2, 2023, at the Jamestown Town Hall, 93 Narragansett Avenue, at 6:00 p.m. regarding an appeal by Joseph Rosati of a decision rendered on August 16, 2023 of the Tree Preservation and Protection Committee for the removal of a tree at the Steamboat Street Right of Way.

**Roberta Fagan**

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**From:** Edward Mello  
**Sent:** Wednesday, October 11, 2023 12:23 PM  
**To:** Joe Rosati  
**Subject:** RE: Steamboat ROW Tree

Thank you

-----Original Message-----

**From:** Joe Rosati [REDACTED]  
**Sent:** Tuesday, October 10, 2023 9:03 PM  
**To:** Edward Mello <emello@jamestownri.net>  
**Subject:** Steamboat ROW Tree

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.

Hello Ed,  
In response to your letter dated October 3rd 2023 regarding my commitment on the Steamboat tree issues I promise to meet all conditions that are in my control.  
I have contacted Mike Swistak and he is currently working on an insurance plan to free the town of liability.  
I have contacted Herb Kaiser and he will submit a detailed cabling plan.  
I promise to have a licensed arborist inspect and submit a report to the town annually.  
I promise to pay for all future maintenance for the health and cabling expenses of this tree.  
I promise to transfer all responsibility in regards to this tree to any future owner of my property.  
I also agree to a MOU with the town.  
Please feel free to call me with any questions.  
Sincerely, Joe Rosati

Sent from my iPhone



10/10/23

Dear Joe,

Another overview of what we will do to secure the big old maple on town property. First we will remove the hazardous eastbound leader, then thin the remaining tops about 20%. Finally, we will secure the v crotch with 2 cables, each 5/16ths high tensile wire, dead ended with industry-standard "rig guide" fittings.

I hope this answers any questions.

Most sincerely,  
Herb Kaiser

**Roberta Fagan**

---

**From:** Edward Mello  
**Sent:** Tuesday, October 3, 2023 12:05 PM  
**To:** [REDACTED]  
**Cc:** Michael Gray  
**Subject:** Steamboat Tree

Good morning Joe;

Following last night's discussion regarding the tree located on the Steamboat ROW, I ask that you follow up with the below items as soon as possible. As indicated by the Town Council, they would like a final resolution on October 16. I would need a response on all matters from **you no later than October 11<sup>th</sup>**.

A detailed description of the cabling plan including details as to the equipment to be installed. This must be reviewed by the Tree Warden.

A commitment from you that you will contract with a licensed arborist to provide annual inspection and report such to the Town  
Annual inspections would be reviewed by the Town Tree Warden.

A commitment that any future cabling and/or maintenance of the tree would be at your expense.

A commitment that you will transfer all responsibilities associated with the tree to any future owner of your property.

If so agreed, the Town would require an MOU to include a date certain (10/23) of which the work must be performed.

Based upon the recommendations of our insurance carrier (RITRUST), I also ask that you contact your insurance company and ask that they develop a Hold harmless & Indemnification policy which would include all claims for liability related to this tree brought by you or third parties regardless if they on your property or within the right of way or nearby properties. Our current insurance limit requirements are \$2/\$5 Million. This policy must be provided to the Town and maintained for the life of the tree. Please feel free to have your agent contact me directly if necessary.

**Edward A. Mello**  
**Town Administrator**  
**Town of Jamestown**  
**93 Narragansett Avenue**  
**Jamestown RI 02835**  
**401-423-9805**



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

Mr. Joseph and Judith Rosati

[REDACTED]  
Jamestown RI 02835

May 30, 2023

Dear Mr. Rosati;

As you know, the Town of Jamestown through its tree warden, Steven Saracino, deemed the red maple located on the Town Right of Way at Steamboat Street to be a hazard and as such issued a notice that the tree would be removed.

You appealed this notice to the Jamestown Tree Preservation and Protection Committee. The Committee heard your position and that of an arborist hired by you and granted your appeal with the condition that the tree be made secure through cabling by a licensed arborist at your expense.

With that, I ask that you acknowledge the following by signing below and returning:

- Cabling plan to be submitted to Steve Saracino and Mike Gray for review and approval by June 15.
- Cabling to be installed by licensed arborist at your expense by July 1 and notice of confirmation to be sent to the address below.
- You release the Town from all liability as the result of the cabling system failing or any part of the tree causing damage or injury to your property or anyone located there on.
- You notify your insurance company of the above and request confirmation be sent to the below address.

I thank you in advance for your response.

Respectfully,

James Simmons

Chair Jamestown Tree Preservation and Protection Committee

**Please sign to acknowledge receipt and conditions by June 9:** \_\_\_\_\_

Joseph and Judith Rosati

Return one copy to: Mr. Michael Gray  
Town of Jamestown  
93 Narragansett Avenue  
Jamestown RI 02835

**Roberta Fagan**

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**From:** Christina Collins  
**it:** Monday, June 26, 2023 4:27 PM  
**To:** Edward Mello  
**Subject:** FW: Hazardous tree

CHRISTINA D. COLLINS  
 FINANCE DIRECTOR  
 TOWN OF JAMESTOWN  
 93 NARRAGANSETT AVE.  
 JAMESTOWN, RI 02835  
[ccollins@jamestownri.net](mailto:ccollins@jamestownri.net)  
 P)401-423-9809  
 F)401-423-7229

**From:** Russell Godin [REDACTED]  
**Sent:** Monday, June 26, 2023 11:26 AM  
**To:** Christina Collins <[ccollins@jamestownri.net](mailto:ccollins@jamestownri.net)>  
**Cc:** Andy Murray [REDACTED]; Aimee Reiner [REDACTED]  
**Subject:** RE: Hazardous tree

**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.

Tina:

Thanks for forwarding this to The Trust for a Risk Management opinion. We have also had Andrew Murray, Trust's General Counsel, look at this since it involves a written agreement, already executed, between the Town and Mr. & Mrs. Rosati.

In review of the attachments, a red maple tree in the Steamboat Street R-O-W was deemed to be a hazard by Town's Tree Warden and recommended for removal. This tree appears to be a Town-owned tree, on Town property that happens to be a R-O-W near a shoreline. To eliminate all risk of loss against the Town, the only proper risk management decision would be for the complete removal of the tree.

Based on the agreement already executed, the Town is allowing Mr. & Mrs. Rosati to "secure" the tree by method of cabling, through the services of a licensed arborists at their expense. While we understand the third bullet point cited in the May 30<sup>th</sup> agreement, The Town must understand that the Rosatis cannot release a third party's claim against the Town, whether or not that third party is on their property. The Rosatis can only release claims that they would have for property damage or bodily injury. The only proper way of securing that the Rosatis will remain responsible for third party actions contemplated by this bullet point, is for them to agree to defend and hold harmless the Town from those actions. A Hold Harmless & Indemnification Agreement should be drafted by the Town's solicitor memorializing this arrangement and the Rosatis should execute the same. The Trust would recommend that this agreement include all claims for this tree's liability brought by third parties regardless of where they are (on the Rosati's property or in the R-O-W). If they are not willing to go into the R-O-W, The Town remains responsible for all claims brought by a third party in the R-O-W.

Also, it is worth noting that the agreement is silent with respect to the Town's right of inspection of the cable installation by the licensed arborist and that it meets the Town's satisfaction. Even though the Town is the owner of this tree, given this arrangement, the Town should preserve its rights for this inspection as well as the rights to remove said tree, in the event the

Town is not satisfied with the installation/workmanship/integrity of the cabling by the arborist. The agreement is also silent about future cabling inspections, future costs to repair/adjust cables, etc.

Further, based on the agreement, The Town remains responsible for a tree it owns and has deemed hazardous. The Town will need to have regular inspections of the tree for maintenance and care including cable inspections. The documents exchanged do not transfer the Town's liability for injury or property damage caused by this tree to a third party who may use the R-O-W as shoreline access. While the 'cabling' of the tree can be assumed by Mr. & Mrs. Rosati, the agreement doesn't absolve the Town against claims by third parties at all.

Finally, The Town may also want to require that the Rosatis submit a Certificate of Insurance, on an annual basis, naming the Town as an additional insured to satisfy the fourth bullet point of this agreement.

If you or anyone at the Town have any questions, please do not hesitate to let us know.

Thanks,

**Russ Godin**  
Director of Claims



501 WAMPANOAG TRAIL, SUITE 301  
EAST PROVIDENCE, RI 02915  
Tel: (401) [REDACTED]  
[REDACTED]  
[REDACTED]@ritrust.com  
Web Site: [www.ritrust.com](http://www.ritrust.com)

**Confidentiality Notice:** This email message and any attachments may contain privileged and confidential information, including information protected by federal and state privacy laws. The information is intended for the use of the designated recipient(s) of the message. If you are not an intended recipient, please notify the sender immediately by telephone at (401) 438-6511 or reply email to [postmaster@ritrust.com](mailto:postmaster@ritrust.com), and delete the message from your email system, without retaining a copy. Unauthorized use, dissemination, distribution or reproduction of this message by other than the intended recipient is strictly prohibited and may be unlawful. Thank you.

**From:** Christina Collins <[ccollins@jamestownri.net](mailto:ccollins@jamestownri.net)>  
**Sent:** Thursday, June 22, 2023 3:16 PM  
**To:** Aimee Reiner [REDACTED]; Russell Godin [REDACTED]  
**Subject:** Hazardous tree

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Aimee-

Per my conversation with Russ, I am asking for review of the attached correspondence. There is a tree in the Town's right of way which has been deemed hazardous. An appeal was made to the Tree Committee and was granted. I do not think that the letter from Wolpert removes all liability and I would like to make sure we are acting in the best interest for the Town. Would the Trust please kindly opine on the matter.

Thank you,  
Tina

CHRISTINA D. COLLINS  
FINANCE DIRECTOR

Sec. 22-91. - Appeals and adjustments.

Any adjustment of the standards required by this article or an appeal of a decision of the tree warden shall be heard by the tree preservation and protection committee. All appeals shall be in writing to the tree preservation and protection committee. The tree preservation and protection committee shall hold a public hearing at some suitable time and place after giving notice to all persons known to be interested therein and posting the hearing in the town hall and also at the location the hearing is to be held seven days (including the day of the hearing) prior to the hearing. Within three days after the hearing, the tree preservation and protection committee shall render the decision granting or denying the appeal. Any appeal of a decision of the tree preservation and protection committee shall be heard by the town council.

(Code 2003, § 22-91; Ord. of 3-15-2002, § 08; Ord. of 12-10-2007)

Sec. 22-143. - Clearance of public rights-of-way.

- (a) Every person who is the owner of land abutting a public walkway shall keep such walkway free of all vegetation from ground level up to a height of at least eight feet above the walkway. This shall include any tree under public or private control, which overhangs a public walkway. A public walkway shall mean any walkway that is improved by gravel, asphalt or concrete. A public walkway shall also include established dirt paths in public rights-of-way.
- (b) Planting of trees along highways, rights-of-way, and on town land will take into consideration General Tree Planting Rules and Guidelines and Rules and Regulations for Subdivisions of Land, Town of Jamestown, Rhode Island. A notice to any abutter to a planting of a new tree, but not replacement of trees, that potentially would obstruct a property owner's view of Narragansett Bay shall be sent not less than 30 days in advance of the planting to the address on record in the tax assessor's office and shall advise the abutter of the appeal process outlined in section 22-143.

(Code 2003, § 22-143; Ord. of 3-13-2000, § .06(C); Ord. of 12-10-2007)

September 20, 2023

Dear Property Owner:

You are receiving this notice as an abutting property owner to the Steamboat Street Right of Way, Jamestown, RI 02835.

Pursuant to the relevant provision of the Jamestown Code of Ordinances, Section 22-91, Tree Preservation and Protection, a public hearing will take place on October 2, 2023, at 6 p.m., at a meeting of the Town Council at the Jamestown Town Hall Rosamond A. Tefft Council Chambers, 93 Narragansett Avenue in said Jamestown, at which time and place all those who wish to be heard may speak for or against. regarding an appeal by Joseph Rosati of a decision rendered on August 16, 2023, of the Tree Preservation and Protection Committee for the removal of a tree at the Steamboat Street Right of Way.

Please contact this office at (401)-423-9800 if you have any questions. Thank you.

Attest:

Roberta Fagan, Town Clerk

RECEIVED:  
SEP 28 2023 09:58 AM  
Robert J. Fagan  
TOWN OF Bruce J. Whitehouse  
61 Steamboat Street  
Jamestown, RI 02835

Members of the Jamestown Town Council  
Town Hall  
93 Narragansett Avenue  
Jamestown, RI

09/27/2023

RE: Removal of a red maple tree on the Steamboat Street ROW – to be read during the public hearing

Councilors,

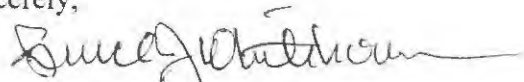
I understand that an old, stately red maple tree is slated for removal on the western section of the Steamboat Street right-of-way. It is been cited, as I understand, as a liability risk. I am aware that the town’s tree warden has rendered the decision to remove the tree based on his opinion of its condition. As I understand it, two other licensed arborists have declared the tree to be healthy. In addition, an abutter has offered to pay for pruning and cabling (at a personal cost of over \$2700.00) to preserve the tree and yet the tree is to come down.

I have attended a number of Tree Preservation and Protection Committee meetings over the past few months in defense of the tree. I have been told that the stump and root system will remain to prevent erosion of the coastal edge and ROW and that, at least, one tree will be planted to replace the red maple. Please let me say that I admire the work of that committee and believe that they have done their due diligence. But in the face of liability issues they had little choice but to support the tree’s removal.

I would like to know the extent of the danger the tree may provide. It has been there a very long time. The tree has weathered any number of storms and hurricanes and yet is still standing. I have no interest in seeing persons injured or property damaged but I am concerned that cutting down the tree may be a tad drastic. Especially, when a private citizen has offered to pay for a licensed arborist to remove the trunk noted as ‘rotten’ and provide cabling to secure the upper limbs.

I apologize that I cannot be at the meeting in person (I am leading a rehearsal next door at the C.B.C.) But, please, for record, cite the specifics of the liability issues and why those specifics cannot be addressed by pruning and cabling.

Sincerely,



Bruce J. Whitehouse





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

Mr. Joseph and Judith Rosati  
[REDACTED]  
Jamestown RI 02835  
May 30, 2023

Dear Mr. Rosati;

As you know, the Town of Jamestown through its tree warden, Steven Saracino, deemed the red maple located on the Town Right of Way at Steamboat Street to be a hazard and as such issued a notice that the tree would be removed.

You appealed this notice to the Jamestown Tree Preservation and Protection Committee. The Committee heard your position and that of an arborist hired by you and granted your appeal with the condition that the tree be made secure through cabling by a licensed arborist at your expense.

With that, I ask that you acknowledge the following by signing below and returning:

- Cabling plan to be submitted to Steve Saracino and Mike Gray for review and approval by June 15.
- Cabling to be installed by licensed arborist at your expense by July 1 and notice of confirmation to be sent to the address below.
- You release the Town from all liability as the result of the cabling system failing or any part of the tree causing damage or injury to your property or anyone located there on.
- You notify your insurance company of the above and request confirmation be sent to the below address. *our liability ends upon the sale of our property, if we should ever sell.*

I thank you in advance for your response.

Respectfully,

James Simmons

Chair Jamestown Tree Preservation and Protection Committee

Please sign to acknowledge receipt and conditions by June 9:

Joseph and Judith Rosati

Return one copy to: Mr. Michael Gray  
Town of Jamestown  
93 Narragansett Avenue  
Jamestown RI 02835

From: Joe Rosati [vjrjoe@cox.net]

Date: Aug 28, 2023 at 5:56:48 AM

To: mark@lp.legal

Sent from my iPhone

Begin forwarded message:

From: Claudia Verdolino [REDACTED]  
Date: March 8, 2023 at 12:22:47 PM EST  
To: [REDACTED]  
Cc: Herb Kaiser [REDACTED]  
Subject: Savatree Assessment

Dear Joe,

Thank you for the opportunity to assess the health of the big old acer rubra located on town property and presently condemned prematurely. After close inspection, the tree will be stabilized with 3 procedures.

1<sup>st</sup>- remove entire horizontal Eastbound lead. This will move the center of mass more to the West.

2<sup>nd</sup>- thin out 15% of the 2 remaining leads.

Finally install 1 or possibly 2 cables.

Because there is a total lack of die back, it is clear the trees overall health is very good. The structural fault will be strengthened with thinning and cabling. Notwithstanding major hurricanes, I see the tree standing majestically for years to come.

Most sincerely,

Herb Kaiser

Rhode Island licensed arborist number 192

Sales arborist Savatree

Founder Kaiser tree preservation company

09/13/20

23

Dear Joe Rosati,

I'm glad to hear that the town is still considering keeping this big, old red maple. At your request, I have made a recent reassessment. All things look good. Specifically, I was looking for recent die back in the top, I saw none. Hence, my recommendation to prune and brace the maple stands, as before.

Respectfully submitted,

Herb Kaiser

Herb Kaiser

RI Arborist License #192



9 June 2023

Town of Jamestown  
Town Administrator  
93 Narragansett Avenue  
Jamestown RI 02835

Re: Rosati – Tree Committee Request – Steamboat Street Right of Way

Dear Mr. Mello,

On behalf of Joseph and Judith Rosati of [REDACTED], I confirm that they have notified me of the pending agreement with the Town of Jamestown, to attempt to preserve a red maple tree, growing in the Steamboat Street right of way with a cabling system.

The agreement has been reviewed with respects to their insurance coverage, and it is acknowledged that the Town will not be responsible for property damage or bodily injury caused by the tree on the Rosati premises at 173 Seaside Drive if the cabling plan is unsuccessful.

It is further understood that the Town will continue to accept liability for property damage or bodily injury caused by the tree in the right of way or on other properties.

Sincerely,

*Michael Swistak*

Michael Swistak

14 Clinton Avenue, Jamestown RI 02835  
401-862-0430 [mawistak@wolpert.com](mailto:mawistak@wolpert.com)

From: Largess Forestry [largessforestry@gmail.com](mailto:largessforestry@gmail.com)  
Subject: Red maple assessment  
Date: Aug 24, 2023 at 11:22:59 AM  
To: [REDACTED]

---

Hello Joe,

I was saddened to hear the news that Jamestown has decided to cut down the ancient old growth Red maple; Rhode Island's state tree. This tree is a wildlife habitat, carbon sink, flood control tree, and adds great aesthetic value to the land around it. This is an environmental catastrophe and is contributing to the climate change issue. Though this tree is not in perfect health, it is far from death's doorstep. I have records of maple living over 300 years as I am a nationally known old growth forest expert. Jamestown should stand up for its champion forest trees and take pride in being a real tree city in the USA. Let me know if you have any further concerns.

Matthew "Twig" Largess  
ISA Certified Arborist NE 0802A  
Voice of the Forest  
Office: [\(401\) 294-7444](tel:(401)294-7444) / [\(401\) 849-9191](tel:(401)849-9191)  
Cell: [\(401\) 533-2722](tel:(401)533-2722)  
Largess Forestry, Inc.  
7395 Post Rd.  
North Kingstown, RI 02852

Bruce J. Whitehouse  
61 Steamboat Street  
Jamestown, RI 02835

Members of the Jamestown Town Council  
Town Hall  
93 Narragansett Avenue  
Jamestown, RI

09/27/2023

RE: Removal of a red maple tree on the Steamboat Street ROW – to be read during the public hearing

Councilors,

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I have attended a number of Tree Preservation and Protection Committee meetings over the past few months in defense of the tree. I have been told that the stump and root system will remain to prevent erosion of the coastal edge and ROW and that, at least, one tree will be planted to replace the red maple. Please let me say that I admire the work of that committee and believe that they have done their due diligence. But in the face of liability issues they had little choice but to support the tree's removal.

I would like to know the extent of the danger the tree may provide. It has been there a very long time. The tree has weathered any number of storms and hurricanes and yet is still standing. I have no interest in seeing persons injured or property damaged but I am concerned that cutting down the tree may be a tad drastic. Especially, when a private citizen has offered to pay for a licensed arborist to remove the trunk noted as "rotten" and provide cabling to secure the upper limbs.

I apologize that I cannot be at the meeting in person (I am leading a rehearsal next door at the C.B.C.) But, please, for record, cite the specifics of the liability issues and why those specifics cannot be addressed by pruning and cabling.

Sincerely,

Bruce J. Whitehouse

September 30, 2023

Dear Town Administrator, dear Town Council Members,

Since I cannot attend Monday's public hearing regarding the fate of the Red Maple on the Steamboat Right of Access I am writing to you today to give you my input on the matter.

I am a fellow Seaside resident and a frequent and appreciative user of Jamestown beach and coastal access points for myself, family and dogs. According to the article in the Jamestown press it appears that the tree in question is very salvageable, (confirmed by two independent arborists); the neighboring property owners graciously offered to carry the costs to remedy all issues thus saving the town a lot of tax payers' money for taking the tree down and preparing the ground for replacement etc; we all appreciate an old but healthy and beautiful native tree; so, so far it seems everybody was on the same page.

But then comes the usual argument about legalities and liability and worst case scenario! What are the concerns about "general liability"? Liability to whom exactly? Does the town inspect all of their trees(!) after every "impactful storm"? If that's really so, then what's one more tree to inspect? Of course you cannot possibly place the liability for all What's and If's on one generous and committed property owner, that's absurd! And what is the worst case scenario that the town wants to be held harmless from? It all sounds like legal mumble jumble to me and it makes me really unhappy when law suit mentality and fear mongering has precedent over a righteous and good cause.

Could I really sue the township if one of their tree branches happens to hit me? Can I sue when a tick bite causes me to have Lyme disease because the town "failed" to spray the path and make it "safe"? Will I sue when the rope placed on one steep Right of Access path rips and I slip and fall? No, of course not! Who with an ounce of common sense would walk under a(ny) big tree while a storm is raging anyway; especially if it's not on an essential trip but just on a leisurely stroll down a narrow path to watch the waves?

I think we should just get out of this narrow "I need to protect myself against all odds" mode. At this time of climate change, high carbon footprints and coastal erosion we should all be happy for every well maintained tree that still stands (says the Lorax). I really hope that you will all support any efforts to keep our island beautiful and its nature intact.

Respectfully,

Sibylle Gunnarsson

  
Jamestown





State of Rhode Island

Board of Licensing Commissioners

Application for License by Corporation, Independent or C

event application approved 9/16/23

Retailer Class: F X (beer/wine) -or- F1

Liability Insurance Policy MUST accompany this form upon su

Date of Event: 10/26/23 & 10/27/23 Hours of Event: 7:00 - 9:30 pm

Event Name/Type: Climate Future Film Festival / Film Screening

Location of Event: 18 Valley St, Jamestown, RI 02835

Organization/Corporate Name: Jamestown Arts Center DBA Name: SAME

Business Address: 18 Valley St, Jamestown, RI 02835

Business Phone:

[Redacted phone numbers]

Jamesstownartcenter.org

Will Entertainment be provided?

Has an Event/Entertainment License been requested and/or applied for?

Is Property Town Owned?

YES -or- NO
YES -or- NO
YES -or- NO

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

[Signature]
Applicant Signature

Charlie Trogenza
Print Applicant Name/Title

9/21/23
Date

Witness of Licensing Board or Notary Public

Date of Witness or Notary Expiration

Instructions for Organization/Corporate Applicants

- A Class F Liquor License application must accompany an event/entertainment license application
Every question on the Application Form must be answered. Any false statement made by the Applicant will be sufficient grounds for the denial of the application or the revocation of the license in case one has been granted.
Applicant must sign on page 2 of the application and signature must be notarized.
A Criminal Record Release Waiver must be submitted with the completed application.
A Certificate of Insurance for Liquor Liability in the amount of no less than \$2,000,000(2 Million dollars) must accompany the completed application.
TIPS Certification for all servers/bartenders must be provided when submitting the Class F Liquor License application
Class F and F-1 license holders shall purchase alcohol for resale from a Class A (liquor store) license holder only
The fee for a Class F (Beer/Wine) license is \$15.00 The fee for a Class F-1(Full) is \$35.00

State of Rhode Island

Jamestown  
City or Town

*Board of Licensing Commissioners*  
Application for License by Corporation, Independent or Caterer

Retailer Class: F X (beer/wine) -or- F1 \_\_\_\_\_ (full bar)

Liability Insurance Policy **MUST** accompany this form upon submission\*

Date of Event: 10/28/23 Hours of Event: 5:00 - 6:30  
~~7:00 - 8:30 pm~~

Event Name/Type: "The Moment Before" / live performance

Location of Event: 18 Valley St, Jamestown, RI 02835

Organization/Corporate Name: Jamestown Arts Center DBA Name: SAME

Business Address: 18 Valley St, Jamestown, RI 02835

Business Phone: [REDACTED] Alternate Phone: \_\_\_\_\_

Email Address of Applicant: charlie@jamestownartcenter.org

Will Entertainment be provided?  YES or- NO  
Has an Event/Entertainment License been requested and/or applied for?  YES or- NO  
Is Property Town Owned? YES or-  NO

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

[Signature]  
Applicant Signature

Charlie Tregenza  
Print Applicant Name/Title

09/21/23  
Date

\_\_\_\_\_  
Witness of Licensing Board or Notary Public

\_\_\_\_\_  
Date of Witness or Notary Expiration

**Instructions for Organization/Corporate Applicants**

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- TIPS Certification for all servers/bartenders must be provided when submitting the Class F Liquor License application
- Class F and F-1 license holders shall purchase alcohol for resale **from a Class A (liquor store) license holder only**
- The fee for a Class F (Beer/Wine) license is \$15.00       The fee for a Class F-1(Full) is \$35.00

State of Rhode Island

Jamestown  
City or Town

*Board of Licensing Commissioners*  
Application for License by Corporation, Independent or Caterer

Retailer Class: F X (beer/wine) -or- F1 \_\_\_\_\_ (full bar)

*Liability Insurance Policy MUST accompany this form upon submission\**

Date of Event: 11/9/23 Hours of Event: 5:30 - 7:30 pm

Event Name/Type: Members Show / Exhibition Opening

Location of Event: 18 Valley St, Jamestown, RI 02835

Organization/Corporate Name: Jamestown Arts Center DBA Name: SAME

Business Address: 18 Valley St, Jamestown, RI 02835

Business Phone: [REDACTED] Alternate Phone: \_\_\_\_\_

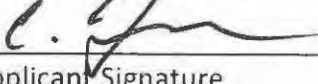
Email Address of Applicant: charlie@jamestownartcenter.org

Will Entertainment be provided? YES -or-  NO

Has an Event/Entertainment License been requested and/or applied for?  YES -or- NO

Is Property Town Owned? YES -or-  NO

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

  
Applicant Signature

Charlie Tregenza  
Print Applicant Name/Title

9/21/23  
Date

\_\_\_\_\_  
Witness of Licensing Board or Notary Public

\_\_\_\_\_  
Date of Witness or Notary Expiration

**Instructions for Organization/Corporate Applicants**

- A Class F Liquor License application must accompany an event/entertainment license application
- Every question on the Application Form must be answered. Any false statement made by the Applicant will be sufficient grounds for the denial of the application or the revocation of the license in case one has been granted.
- Applicant must sign on page 2 of the application and signature must be notarized.
- A Criminal Record Release Waiver must be submitted with the completed application.
- A Certificate of Insurance for Liquor Liability in the amount of no less than \$2,000,000(2 Million dollars) must accompany the completed application.
- TIPS Certification for all servers/bartenders must be provided when submitting the Class F Liquor License application
- Class F and F-1 license holders shall purchase alcohol for resale from a Class A (liquor store) license holder only
- The fee for a Class F (Beer/Wine) license is \$15.00       The fee for a Class F-1(Full) is \$35.00

State of Rhode Island

Jamestown  
City or Town

Board of Licensing Commission  
Application for License by Corporation, Independent

Retailer Class: F X (beer/wine) -or- F1

Liability Insurance Policy **MUST** accompany this form up

Date of Event: 11/15/23 Hours of Event

Event Name/Type: Beneath the Polar Sun

Location of Event: 18 Valley St, Jamestown, RI

Organization/Corporate Name: Jamestown Arts Center DBA Name: SAME

Business Address: 18 Valley St, Jamestown, RI 02835

Business Phone: [REDACTED] Alternate Phone:

Email Address of Applicant: Charlie@jamestownartcenter.org

Will Entertainment be provided? YES -or- NO  
Has an Event/Entertainment License been requested and/or applied for? YES -or- NO  
Is Property Town Owned? YES -or- NO

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

[Signature]  
Applicant Signature

Charlie Tregenza  
Print Applicant Name/Title

9/21/23  
Date

Witness of Licensing Board or Notary Public

Date of Witness or Notary Expiration

**Instructions for Organization/Corporate Applicants**

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- A Criminal Record Release Waiver must be submitted with the completed application.
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- TIPS Certification for all servers/bartenders must be provided when submitting the Class F Liquor License application
- Class F and F-1 license holders shall purchase alcohol for resale from a **Class A (liquor store) license holder only**
- The fee for a Class F (Beer/Wine) license is \$15.00       The fee for a Class F-1(Full) is \$35.00

9/15/23  
Event Application  
Approved

State of Rhode Island

Jamestown  
City or Town

*Board of Licensing Commissioners*  
Application for License by Corporation, Independent or Caterer

Retailer Class: F X (beer/wine) -or- F1 \_\_\_\_\_ (full bar)

Liability Insurance Policy **MUST** accompany this form upon submission\*

Date of Event: 12/8/23 Hours of Event: 5:30-7:30 pm

Event Name/Type: Holiday Arts Market / Craft show

Location of Event: 18 Valley St, Jamestown, RI 02835

Organization/Corporate Name: Jamestown Arts Center DBA Name: SAME

Business Address: 18 Valley St, Jamestown, RI 02835

Business Phone: [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED] [REDACTED] jamestownartcenter.org

Will Entertainment be provided? YES -or-  NO

Has an Event/Entertainment License been requested and/or applied for?  YES -or- NO

Is Property Town Owned? YES -or-  NO

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

[Signature]  
Applicant Signature

Charlie Tregenza  
Print Applicant Name/Title

9/21/23  
Date

\_\_\_\_\_  
Witness of Licensing Board or Notary Public

\_\_\_\_\_  
Date of Witness or Notary Expiration

**Instructions for Organization/Corporate Applicants**

- A Class F Liquor License application must accompany an event/entertainment license application
- Every question on the Application Form must be answered. Any false statement made by the Applicant will be sufficient grounds for the denial of the application or the revocation of the license in case one has been granted.
- Applicant must sign on page 2 of the application and signature must be notarized.
- A Criminal Record Release Waiver must be submitted with the completed application.
- A Certificate of Insurance for Liquor Liability in the amount of no less than \$2,000,000(2 Million dollars) must accompany the completed application.
- TIPS Certification for all servers/bartenders must be provided when submitting the Class F Liquor License application
- Class F and F-1 license holders shall purchase alcohol for resale from a **Class A (liquor store) license holder only**
- The fee for a Class F (Beer/Wine) license is \$15.00       The fee for a Class F-1(Full) is \$35.00

State of Rhode Island

Jamestown  
City or Town

Board of Licensing Commissioners  
Application for License by Corporation, Independent or Caterer

Retailer Class: F \_\_\_\_\_ (beer/wine) -or- F1 \_\_\_\_\_ (full bar)

Liability Insurance Policy **MUST** accompany this form upon submission\*

Date of Event: Fri, Oct. 20, 2023 Hours of Event: 6-8 pm

Event Name/Type: General meeting for members

Location of Event: Senior Center

Organization/Corporate Name: Jamestown Yacht Club DBA Name: \_\_\_\_\_

Business Address: 9B Arnold Ave, Jamestown

Business Phone: [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] @hotmail.com Rienzo

Will Entertainment be provided? YES -or- NO  YES  NO  
Has an Event/Entertainment License been requested and/or applied for? YES -or- NO  YES  NO  
Is Property Town Owned? YES -or- NO  YES  NO

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

Polly Alfonso  
Applicant Signature

Polly Alfonso  
Print Applicant Name/Title

10/11/2023  
Date

[Signature]  
Witness of Licensing Board or Notary Public

10/12/2023  
Date of Witness or Notary Expiration

**Instructions for Organization/Corporate Applicants**

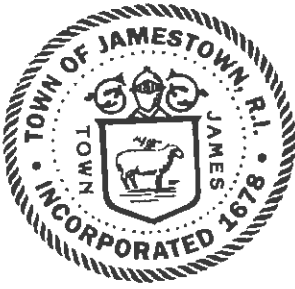
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- A Criminal Record Release Waiver must be submitted with the completed application.
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- The fee for a Class F (Beer/Wine) license is \$15.00       The fee for a Class F-1(Full) is \$35.00

Town Administrator

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9805



Edward A. Mello  
Town Administrator

**MEMORANDUM TO: Honorable Town Council**  
**FROM: Town Administrator, Edward A. Mello**  
**DATE: October 12, 2023**  
**SUBJECT: Report for Town Council Meeting October 16, 2023**

**Short-Term Rental Registration:** We are finalizing the on-line registration process this week. Staff has begun scheduling inspections beginning the week of October 16. This will be done incrementally through the next several weeks. The Clerk will then advertise the completed applications and schedule hearings for the Town Council to consider during December.

**Beavertail Lighthouse Ceremony:** GSA along with RIDEM have scheduled a ceremony to recognize the transfer of the Beavertail Lighthouse and property from the US Government to RIDEM. The event is scheduled for 10 AM on October 24. This will now allow the Town, Beavertail Lighthouse Museum Association and RIDEM to develop a long-term lease agreement for the management of the property.

**Tax Abatement Update:** Tax abatements that are offered to property owners including seniors, veterans and members of the fire department are covered under both local ordinances and RI General Law. Both areas are in need of revisions. Staff is working to develop a recommendation to the Town Council.

**Code Enforcement Officer:** The part-time code enforcement officer is expected to begin working next week. He will work one day per week under the supervision of the building/zoning official.







Office of the Town Planner  
**MEMORANDUM**

**TO:** The Honorable Town Council, Nancy Beye, President  
 Edward A. Mello, Town Administrator  
**FROM:** Lisa W. Bryer, AICP, Town Planner  
**RE:** Zoning Ordinance Update/Rewrite  
**DATE:** September 11, 2023

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At a meeting of the Jamestown Planning Commission held Wednesday, July 5, 2023 the Planning Commission unanimously voted to approve the Final Draft of the 2023 Update/Rewrite, as amended, including approving the following motion and voting to recommend the Town Council approve the 2023 Amendments to the Zoning Ordinance and that said amendments are consistent with the Jamestown Comprehensive Plan, including the goals and policies stated, the implementation program, and all other applicable elements of the comprehensive plan; and demonstrates a recognition and consideration of each of the applicable purposes of zoning, as presented in R.I. General Laws § 45-24-30.

Subsequently, additional changes were made to the Accessory Dwelling Unit Section 82-1201 to ensure compliance with the most recent RIGL changes. This section was approved by the Planning Commission at their September 6, 2023 meeting and is incorporated into the attached Final Draft.

We would request that the Town Council accept this Final Draft for review followed by scheduling the public hearing required prior to adoption of this Zoning Ordinance for the Town of Jamestown.

The Planning Commission approval is based on the following Findings of Fact. Consistency with the Comprehensive Plan and Consistency with the Rhode Island Zoning Enabling Act:

**A. FINDINGS OF FACT**

The Planning Commission hereby finds the following evidence in support of amendments to the Jamestown Zoning Ordinance (the "Zoning Ordinance") related to the maintenance of the rural character of Jamestown as its number one goal in the Comprehensive Community Plan.

1. The Jamestown Town Council approved a motion to award the bid for the Update/re-write of the Zoning Ordinance Project to Horsley Witten Group, Inc. (HWG) for \$59,960 on November 6, 2017. Project kickoff then started.
2. On June 11, 2021, Jamestown entered into an amendment to the contract with HWG to include legal review for \$12,000 for a total contract price of \$71,960

Memo to Jamestown Town Council  
 2023 Final Draft-Zoning Ordinance Update/Rewrite  
 September 11, 2023

3. Planning Commission reviewed the ordinance and the potential amendments with HWG until February 2020 and then again after legal review beginning June 2022 at 22 public meetings and 2 public workshops in March and April 2023.
4. On July 5, 2023, the Planning Commission approved the Amendments to the Ordinance in the draft dated May 31, 2023 and again on September 6, 2023 and forwarded the document to the Town Council for hearing and adoption.
5. The amendments implement:
  - a. new initiatives related to:
    - i. Compact Cottage Development
    - ii. Solar
    - iii. Wind
    - iv. Communications Towers
    - v. Keeping of Chickens
  - b. Amended regulations related to:
    - i. Definitions
    - ii. Use Table
    - iii. Bed and Breakfast Homes
    - iv. LMI Housing
    - v. Accessory Dwelling Units
    - vi. Sign Regulations
    - vii. Storage of Fishery Equipment
    - viii. Home Occupations
    - ix. Underground Storage Tanks
    - x. Parking – No net loss added
    - xi. R40/R80 Lot dimensions
    - xii. Accessory Structures
    - xiii. Lighting
    - xiv. Special Regulations
    - xv. High Groundwater Table
    - xvi. Setbacks from freshwater wetlands
    - xvii. RR-200
    - xviii. Development Plan Review
    - xix. Jamestown Village Special Development Overlay District
    - xx. Use Performance Standards
    - xxi. Multifamily Dwellings
  - c. No zoning district boundaries are proposed for amendment

## **B. CONSISTENCY WITH THE COMPREHENSIVE PLAN**

The Planning Commission finds that the proposed amendments are consistent with the Comprehensive Community Plan. The Comprehensive Community Plan finds the following Goals, Policies and Actions to be in support of this Zoning Ordinance Amendment:

Memo to Jamestown Town Council  
2023 Final Draft-Zoning Ordinance Update/Rewrite  
September 11, 2023

**Land Use Policy:**

**Policy #1:** Maintain and Update Jamestown’s Land Use Regulations to be consistent with the Comprehensive Community Plan.

**Affordable Housing Element**

**Goal # 1:** Create a Diversity of Housing Types (such as homeownership, rental, employee preference, etc.) to meet the needs of Jamestown’s low-moderate income residents, employees, and special populations while maintaining Jamestown’s unique mixture of village and rural character.

**Goal # 2:** Attain the 10% low and moderate housing goal set by the state.

**Goal # 3:** Ensure the Long-Term Affordability of Jamestown’s Housing Stock.

**Policy #2:** Revise the zoning ordinance to promote affordable housing.

**Action e:** Consider Zoning Ordinance Provisions that encourage a diversity of housing types that are affordable.

**Economic Development Element**

**Policy #4.** Ensure that new or expanded development within the commercial zones is compatible with existing character of the community.

Action: Review and amend zoning ordinance to ensure permitted uses, requirements, etc. are compatible with community character and will foster desired results.

Action: Develop plan to encourage improvements to existing buildings that increase their compatibility with community.

**Cultural and Historical Resources Element**

**Policy #3.** Preserve scenic views and corridors on the Island

**Circulation Element**

**Policy #4.** Provide an acceptable level of service for parking in the village commercial area.

**C. CONSISTENCY WITH ZONING**

The Planning Commission finds that the proposed Zoning amendments recognize and take into account the following applicable purposes of zoning as stated in the Rhode Island Zoning Enabling Act of 1991:

- (1) Promoting the public health, safety, and general welfare.
- (2) Providing for a range of uses and intensities of use appropriate to the character of the city or town and reflecting current and expected future needs.
- (3) Providing for orderly growth and development that recognizes:

Memo to Jamestown Town Council  
2023 Final Draft-Zoning Ordinance Update/Rewrite  
September 11, 2023

- (i) The goals and patterns of land use contained in the comprehensive plan of the city or town adopted pursuant to chapter 22.2 of this title;
  - (ii) The natural characteristics of the land, including its suitability for use based on soil characteristics, topography, and susceptibility to surface or groundwater pollution;
  - (iii) The values and dynamic nature of coastal and freshwater ponds, the shoreline, and freshwater and coastal wetlands;
  - (iv) The values of unique or valuable natural resources and features;
  - (v) The availability and capacity of existing and planned public and/or private services and facilities;
  - (vi) The need to shape and balance urban and rural development; and
  - (vii) The use of innovative development regulations and techniques.
- (4) Providing for the control, protection, and/or abatement of air, water, groundwater, and noise pollution, and soil erosion and sedimentation.
- (5) Providing for the protection of the natural, historic, cultural, and scenic character of the city or town or areas in the municipality.
- (6) Providing for the preservation and promotion of agricultural production, forest, silviculture, aquaculture, timber resources, and open space.
- (7) Providing for the protection of public investment in transportation, water, stormwater management systems, sewage treatment and disposal, solid waste treatment and disposal, schools, recreation, public facilities, open space, and other public requirements.
- (8) Promoting a balance of housing choices, for all income levels and groups, to assure the health, safety and welfare of all citizens and their rights to affordable, accessible, safe, and sanitary housing.
- (9) Providing opportunities for the establishment of low- and moderate-income housing.
- (10) Promoting safety from fire, flood, and other natural or unnatural disasters.
- (11) Promoting a high level of quality in design in the development of private and public facilities.
- (12) Promoting implementation of the comprehensive plan of the city or town adopted pursuant to chapter 22.2 of this title.

Memo to Jamestown Town Council  
2023 Final Draft-Zoning Ordinance Update/Rewrite  
September 11, 2023

**(13)** Providing for coordination of land uses with contiguous municipalities, other municipalities, the state, and other agencies, as appropriate, especially with regard to resources and facilities that extend beyond municipal boundaries or have a direct impact on that municipality.

**(14)** Providing for efficient review of development proposals, to clarify and expedite the zoning approval process.

**(15)** Providing for procedures for the administration of the zoning ordinance, including, but not limited to, variances, special-use permits, and, where adopted, procedures for modifications.

**(16)** Providing opportunities for reasonable accommodations in order to comply with the Rhode Island Fair Housing Practices Act, chapter 37 of title 34; the United States Fair Housing Amendments Act of 1988 (FHAA); the Rhode Island Civil Rights of Persons with Disabilities Act, chapter 87 of title 42; and the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. § 12101 et seq.



Approved as written  
**Jamestown Affordable Housing Committee Minutes**  
July 19, 2023  
5:15pm  
Small Conference Room  
93 Narragansett Avenue  
Jamestown, RI 02835

**I. Call to Order**

The meeting was called to order at 5:17pm and the following members were present: Bob Plain, Dave Pritchard, Quaker Case, Fred Pease, Lisa Bryer

Also present: Carrie Kolb, Julie Brunner, OPAL, the Orcas Island Community Land Trust (by zoom)

Not present: Job Toll, Wayne Moore, Mary Meagher and Joe Cannon

**II. Approval of Minutes**

1. May 17, 2023 - review, discussion and/or action and/or vote
2. June 21 2023 - review, discussion and/or action and/or vote

A motion to approve the minutes from the May 17, 2023 meeting as written was moved by Pritchard and seconded by Case. All in favor

A motion to approve the minutes from the June 21, 2023 meeting as amended was moved by Pease and seconded by Bryer. All in favor.

**III. Community Land Trust/Jamestown Sustainable Resident Program- review, discussion and/or action and/or vote**

- a. Zoom with Julie Brunner of OPAL, the Orcas Island Community Land Trust

The committee had a Zoom meeting with Julie Brunner of OPAL, the Orcas Island Community Land Trust. Brunner described that OPAL's mission is to maintain the character, vibrancy and diversity of Orcas Island community by answering the ongoing need for permanently affordable housing. They have created 110 homeownership units and OPAL owns 90 rental units. Orcas Island has a population of 5,000 people and the incomes are not low, but the wages are low. She said to get units (built) now and hit the ground running.

Plain asked how they acquired property. Brunner said that they buy it. Plain said that Jamestown is looking into the Town buying the land like a reverse mortgage, and the resident's maintain ownership of the house. The municipality will get the affordable housing credit with the State. Brunner said that she discourages a municipality from owning without a spin-off plan because politics and policies of the town can change. She also gave the optics that the town is buying land out from under seniors.

Affordable Housing Committee Minutes  
 July 19, 2023  
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Case asked about OPAL's funding. Brunner said that they are a local small non-profit that does fundraising and doesn't generally use federal funds, but get some funds from state housing trust. They ask local people for money directly and do not have events. They do not have real estate transfer tax. Their CLT is a community-controlled entity, anyone can be a member and 1/3 of their board are OPAL homeowners. Plain asked how they approach property owners? Brunner said that they call them up, sell the program and appeal to their best selves.

Plain asked Brunner if she knew of any municipally owned programs? She said that Salt Lake City didn't finish their project.

Brunner suggested that our committee also look at Minneapolis' Project Sustained Legacy as an example of another community land trust. Vail, CO is another community that came up with 10 good ideas.

Brunner said that she likes the town's idea but to think bigger. She said to think that it is possible. She said that deals take a long time and each one is different. She said to get our hands on properties now. She said to do an analysis to see how big the problem is. She said to have a meeting with target population in the room and those who are struggling to find housing.

**IV. Funding Mechanisms of Affordable Housing** - review, discussion and/or action and/or vote

a. Discussion on permanent source of funding for affordable housing in Jamestown  
 Not discussed at this meeting

**V. Jamestown Senior Center** - review, discussion and/or action and/or vote (5 min)  
 Not discussed at this meeting

**VI. Tools and Techniques for Creating Affordable Housing in Jamestown** - review, discussion and/or action and/or vote  
 Not discussed at this meeting

**VII. Member Reports**  
 Not discussed at this meeting

**VIII. Future Meetings and agenda items of Affordable housing Committee** - review, discussion and/or action and/or vote  
 The next meeting will be on August 16, 2023 at 5:15pm.

**IX. Adjournment**

A motion to adjourn at 6:20pm was moved by Case and seconded by Pease. All in favor.



Approved as written  
**Jamestown Affordable Housing Committee Minutes**  
August 16, 2023  
5:15pm  
Small Conference Room  
93 Narragansett Avenue  
Jamestown, RI 02835

**I. Call to Order**

The meeting was called to order at 5:15pm and the following members were present: Bob Plain, Dave Pritchard, Job Toll and Lisa Bryer. Also present: Carrie Kolb  
Not present: Quaker Case, Wayne Moore and Mary Meagher

**II. Approval of Minutes**

1. July 19, 2023 - review, discussion and/or action and/or vote

A motion to approve the minutes of July 19, 2023 as written was moved Pritchard and seconded by Toll. All in favor

**III. Community Land Trust/Jamestown Sustainable Resident Program- review, discussion and/or action and/or vote**

a. Update

b. Take aways from Zoom with Julie Brunner of OPAL, the Orcas Island Community Land Trust

Discussion of take-aways from Zoom meeting with Julie Brunner of OPAL, the Orcas Island Community Land Trust ensued. Bryer said that it is helpful that OPAL has a very dedicated executive director. Quaker Case, not present at the meeting, provided a memo that pointed out that OPAL raises money. Plain said that it is worth exploring. Bryer brought up that it is easier to raise money when there is not a location determined and it is not contentious.

Plain said that the idea of "go big or go home" stuck out to him from the discussion with Brunner. Pritchard said that "move quickly" and Bryer said "don't talk about it, get it done" were also take-aways. One item brought up on the Zoom that Plain didn't necessarily like, but understood, is that people do not trust the government. Pritchard brought up that things in Town can change with a new council and a new council may not want to fund programs anymore.

Discussion of no interest loans to build ensued. Pritchard brought up the idea of no interest loans to build and the build must be affordable for a certain number of years. Plain said that South Kingstown does something similar with ADUs. In South

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 August 15, 2023  
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Kingstown, deed restricted affordable ADU, are not taxed on the improvements. Market rate ADUs are not taxed for 5 years and no one has built a deed restricted ADU and there have been 12 market rate ADU built. Bryer said that Jamestown has had an affordable dwelling unit Ordinance in place since 2009 and no one has built a deed restricted affordable unit and there have been 25 AFDUs built through that separate provision. Bryer explained that the town is currently updating the Zoning Ordinance. The State Legislature did not make any changes to the ADU law in the last session. Plain would like to be notified when the ADUs goes before the Town Council so he can bring up the no-tax rate for affordable units.

Discussion ensued regarding Community Land Trust/Jamestown Sustainable Resident Program. Questions were raised if the program should be town-run or private? Plain and Bryer will speak with Meagher about the next steps and including the Town Council. Purchasing property and paying the owners for the land is one piece of the Community Land Trust and just one tool in toolbox. The Conanicut Island Land Trust (CLT) that we serves a different function., with land conservation. Could CLT help with affordable housing? Pritchard will speak to Quentin Anthony, president of the CLT.

**IV. Funding Mechanisms of Affordable Housing** - review, discussion and/or action and/or vote

a. Discussion on permanent source of funding for affordable housing in Jamestown  
 Bryer spoke to the State about impact fees and how they don't include affordable housing. She asked for a cut-out for Jamestown to dedicate towards affordable housing. The State is going to come up to language for Jamestown to obtain an impact fee on building permits valued over \$1 million dollars.

**V. Jamestown Senior Center** - review, discussion and/or action and/or vote

On August 10, 2023 the town held a Senior Services Programming Meeting. The town is working with a consultant to figure out the needs of the seniors. A future senior center could be a place for affordable housing. The town of Portsmouth is the example, where CCHC is helping rebuild senior center with senior housing.

**VI. Tools and Techniques for Creating Affordable Housing in Jamestown** - review, discussion and/or action and/or vote - None

**VII. Member Reports** - None

**VIII. Future Meetings and agenda items of Affordable housing Committee** - review, discussion and/or action and/or vote

The next meeting will be on September 20, 2023 at 5:15pm.

**IX. Adjournment**

A motion to adjourn at 6:18pm was moved by Toll and seconded by Pritchard. All in favor.

Approved as amended  
**PLANNING COMMISSION MINUTES**  
**September 6, 2023**  
**7:00 PM**  
**Jamestown Town Hall**  
**93 Narragansett Ave.**

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

The meeting was called to order at 7:00pm and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Mick Cochran	Rosemary Enright – Secretary
Diane Harrison	Bernie Pfeiffer
Dana Prestigiacomo	

Also present:

Lisa Bryer - Town Planner  
Carrie Kolb – Planning Assistant  
Wyatt Brochu, Esq. – Ruggiero, Brochu & Petrarca  
Bob Plain  
Job Toll

**II. Citizen’s Non-Agenda Item - none**

**III. Old Business**

1. Jamestown Zoning Ordinance update - review, discussion and/or action and/or vote

A. Accessory Dwelling Units (ADUs) - review, discussion and/or action and/or vote

Bryer explained to the Planning Commission that they approved the Zoning Ordinance Update at their meeting in July understanding that changes would be made to the ADU section removing the “family” aspect. Bryer stated that there was significant enough changes and she had time send it back to the Planning Commission to review prior to submission to the Town Council so that is why we are reviewing it tonight. The revision meets the intents of the State law and if the law changes in the future, then the ordinance will be updated then. There is no longer a review process with a TRC meeting, just the Building Official reviewing the submitted plans for compliance with the ordinance when applicants apply for a building permit. The notifications have also been removed. Restrictions on utilities are no longer allowed by State Law. Limitations on the number of bedrooms allowed in a dwelling unit are no longer allowed by State Law. The revised standards were discussed.

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The uses and districts in table 6-1 were discussed. Swistak noted that ADUs are not listed in the CL zone as a permitted use, but there is abundant residential within the CL zone. It was determined that the CL zone should permit ADU use and table will be amended.

Discussion ensued regarding length of rentals within an ADU. The ordinance states that ADUs must be made available for long-term lease for one-year or more.

Discussion of septic systems ensued. The number of bedrooms permitted on a property is based on DEM regulations for a dwelling unit with a septic system. Lots located with the High Groundwater district will still have to meet the requirements of the High Groundwater Ordinance.

Discussion of water supply management plan ensued. Bryer said that she is working with Mike Gray, Director of Public Works, to update water supply management plan and build out analysis to include the potential for ADUs. The current plan does not have unrestricted ADUs as a factor. A question that Commissioner Pendlebury asked to get answered in the updated plan, what is the total population that we can support for the water system and wells?

Bob Plain of 18 Calvert Place spoke to the Planning Commission. He said that he believes the Town is moving in the right direction with ADUs. He said that there are positive externalities and to not focus just on the negative aspects of ADUs. He said that young people don't live here anymore because no real way to create rental housing. He gave the example of how South Kingstown does not increase property tax when an ADU is built and in the last three years there have been 12 non-family ADUs built. He thinks that, in Jamestown, the majority will continue to be built for children or parents. He said that it is important for local workers, like McQuade's Marketplace and Cumberland Farms, to have a place to live. It is important to have a mix of economic diversity and welcome people who are not extremely affluent. ADUs as rentals are a tool in the toolbox that can help with Affordable Housing and part of the Comp Plan is to create more rental housing.

Bryer said that M on third page should be removed because Solicitor Ruggiero and Solicitor Brochu do not think it is necessary. It was discussed and agreed that it will be removed.

Solicitor Brochu questioned the term family member in N on third page. Discussion ensued. The new sentence reads: "All ADUs and Accessory Family Dwelling Units formerly granted through this Ordinance, if rented, must be made available for long term occupancy through a long-term lease of one-year or more."

A motion was moved by Commissioner Swistak and seconded by Commissioner Enright to approve the amended Accessory Dwelling Units Ordinance with the following three changes: in Table 6-1. CL changes from "N" to "Y"; strike paragraph M; change wording in paragraph N. All in favor.

#### **IV. New Business**

1. 2023 Community Survey– Review, Discussion, and/or Action and/or Vote
  - A. Draft Community Survey

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Bryer gave history on the Community Survey and that this will be the fourth such survey over the last 4 decades. The survey confirms policies for the Comprehensive Plan and gauges opinion and changes in policies, and current topics of interest.

The first and second surveys were mailed to every household. The third survey was available online and in a paper copy. This survey will be available online and in a paper copy with outreach to the community to encourage participation. The survey is an anonymous opinion survey.

Bryer said that the beginning of each section in the survey questions the existing goals. There are 11 sections including a profile section. The following are suggested changes to be made to each section:

Water Resources:

Question 5: consider listing desalination, cisterns, and treated wastewater separately and list a few more.

Question 9: remove

Vegetation and Wildlife:

Question 11: remove as it is similar to question 10.

Conservation and Open Space:

Discussion ensued and no changes to questions were brought up.

Agricultural Resources:

Discussion ensued and no changes to questions were brought up.

Recreation:

Question 24: add Pickleball courts to the list

Question 26: Ask a question regarding resident vs. non resident opportunities for boating moorings or slips

Historic and Cultural Resources:

Discussion ensued and no changes to questions were brought up

Economic Development:

Ask a question to whether people still support a multi-use working waterfront vs. dominated by Ferry and private slips

Ask an aquaculture question

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Ask a question about tourism

Move Question 37 to before question 35 and check the number of bedrooms in the current 2 B&Bs

Question 38: ... be further regulated by parking, location, number per town or neighborhood or street?

Question 40: remove this question

Ask a question about the potential for large mass of structures for both residential and commercial.

Transportation and Circulation:

Question 43: remove this question

Ask a question if the Town of Jamestown should install an electric vehicles charging stations.

Ask is question about Low Speed Vehicles (street legal golf carts) in Jamestown.

Housing:

Bob Plain presented a handout and would like the following question amended in the housing section:

Question 47: To foster greater housing affordability/economic diversity, do you support a range of housing choices in your neighborhood such as:

a. Accessory Dwelling Units? (Secondary, smaller dwelling units within the primary dwelling unit)

Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

b. Accessory Dwelling Units in detached accessory buildings? (As opposed to in the same building as the primary unit. An example of which would be an apartment over a detached garage or a smaller house on the same lot)

Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

c. Duplexes or 2-family units? (Two separate and distinct dwelling units in the same structure and on the same lot)

Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

d. 3+ unit dwelling structures? (More than three separate and distinct dwelling units within the same structure on the same lot)

Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

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Ask a question about supporting impact fees, exempting the first \$2,000,000 in building value of the building permit. This fee would go towards funding affordable housing/economic diversity programs in Jamestown.

Profile:

Question 58: add "home" as an option to select where you work

Miscellaneous:

Ask a question about siting commercial scale solar, wind or other alternative energy systems on public land only for the benefit of Jamestown residents and taxpayers.

Ask a question about public access and Right of Way.

Ask a question about Tourism and its impact in the summer months.

Ask a question about Senior Services.

**V. Correspondence**

1. Preliminary Approval letter for Slattery Landing, AP 9 Lot 19, Southwest Avenue, 64, 66 and 68 – 2 Lot Minor Conventional Subdivision
  2. TRC recommendation to Zoning Board of Review for 959 East Shore Road, The Alexander Revocable Living Trust for Development Plan Review for an Accessory Family Dwelling Unit.
  3. Letter from Marianne Eckert dated August 24, 2023 re: Hammett Court
- Correspondence recognized as received.

**VI. Reports**

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

Bryer said that the next meeting on September 20 is the public hearing for Hammett Court. The meeting for October 4 is cancelled. There is tentatively a high groundwater application on October 18.

At the end of 2023 there are three members whose terms end. To those members whose term is expiring, please submit a letter of interest if you are interested in continuing on the Planning Commission. The terms are 4-year terms and one of them will be staggered because State Law says that no more than 33% of a Board can leave in the same year. The Town Council adopted a new policy on advertising for open board positions, which includes reaching out to those who applied in the previous year to see if there are still interested. Bryer also said that she has developed a Request for Proposal for the update to the Comprehensive Plan, which will be advertised in October.

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

1. July 19, 2023

Planning Commission Minutes  
September 6, 2023  
Page 6 of 6

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

Page 1: Rachel changed to Rachael

Page 2: Paragraph 1: Sentence 1: Rachel changed to Rachael

Page 2: Paragraph 1: Sentence 3: newly create lot ~~line~~— the word line removed

Page 2: Paragraph 1: Sentence 3 & 4: new property line. That dwelling will be demolished

Page 2: Paragraph 2: Sentence 2: services changed to serviced

#### **VIII. Adjournment**

A motion to adjourn at 9:07pm was moved by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

Attest:

Carrie Kolb





# TOWN OF JAMESTOWN

## One Day Event/Entertainment Application

**\$5.00 Application Fee**

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
  - Bicycle/Wheelchair
  - Run/Jog/Walk/Wheelchair
  - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)  
club meeting

Name of Event: (if applicable) Jamestown Yacht Club Annual General Meeting

Date of Event: Friday, Oct. 20, 2023 Hours of Event: 6-8pm

Location of Event: Senior Center Number of people attending: 30

Name of Applicant/ Business: Jamestown Yacht Club

Mailing Address: 9B Arnold Ave Business Phone #: 401-741-8509

Jamestown, RI 02835 Email Address: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) \_\_\_\_\_

Who will the event benefit? members of JYC

Type of Operation: (Private) State Sponsored, Non-Profit: \_\_\_\_\_

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): \_\_\_\_\_

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: \_\_\_\_\_ Non-Profit ID #: \_\_\_\_\_

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50

*All vendor/peddlers must submit an application to the Town Clerk's Office*

What types of items will be sold at this event? \_\_\_\_\_

Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes No

Will traffic control be needed? Yes No

*If yes, Please contact the Jamestown Police Department*

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: Patty Alfonso

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



# TOWN OF JAMESTOWN

## One Day Event/Entertainment Application

**\$5.00 Application Fee**

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
  - Bicycle/Wheelchair
  - Run/Jog/Walk/Wheelchair
  - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)  
Panel Discussion

Name of Event: (if applicable) JAC Talk: Afrofuturism  
 Date of Event: 10/24/23 Hours of Event: 6:00 - 7:30 pm  
 Location of Event: Jamestown Arts Center Number of people attending: 40  
 Name of Applicant/ Business: Charlie Tregenza / Jamestown Arts Center  
 Mailing Address: 18 Valley St. Jamestown, RI 02835 Business Phone #: 401-540-0779  
 Email Address: charlie@jamestownartcenter.org  
 Contact Person: Charlie Tregenza Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) N/A

Who will the event benefit? Jamestown Arts Center

Type of Operation: (Private, State Sponsored, Non-Profit): Non-Profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): \_\_\_\_\_

If the applicant is a Non-Profit organization, is it registered with the State?  Yes  No

RI Tax ID #: [REDACTED] Non-Profit ID #: [REDACTED]

Number of Vendors/Peddlers: (circle one)  N/A  1-10  11-20  21-30  31-40  41-50

All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? \_\_\_\_\_

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes  No

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

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes  No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: [Signature]

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



# TOWN OF JAMESTOWN

## One Day Event/Entertainment Application

### \$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
  - Bicycle/Wheelchair
  - Run/Jog/Walk/Wheelchair
  - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Name of Event: (if applicable) "The Moment Before"

Date of Event: 10/28/23 Hours of Event: 5:00 pm - 6:30 pm

Location of Event: Jamestown Arts Center Number of people attending: 60

Name of Applicant/ Business: Charlie Trogenza / Jamestown Arts Center

Mailing Address: 18 Valley St. Business Phone #: [REDACTED]

Jamestown, RI 02835 Email Address: charlie@jamestownartscenter.org

Contact Person: Charlie Trogenza Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) Live Dance Performance

Who will the event benefit? Jamestown Arts Center

Type of Operation: (Private, State Sponsored, Non-Profit): Non-Profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): N/A

If the applicant is a Non-Profit organization, is it registered with the State?  Yes  No

RI Tax ID #: [REDACTED] Non-Profit ID #: [REDACTED]

Number of Vendors/Peddlers: (circle one)  N/A  1-10  11-20  21-30  31-40  41-50  
*All vendor/peddlers must submit an application to the Town Clerk's Office*

What types of items will be sold at this event? \_\_\_\_\_

Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided*  Yes  No

Will traffic control be needed?  Yes  No  
*If yes, Please contact the Jamestown Police Department*

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance:  Yes  No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: [Signature]

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



# TOWN OF JAMESTOWN

## One Day

## Event/Entertainment Application

### \$5.00 Application Fee

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

Seasonal Event

Parade

Race:

Bicycle/Wheelchair

Run/Jog/Walk/Wheelchair

Marine Vessel



Art/Craft Show

Theatre/Film Production

Concert

Miscellaneous Function (please explain)

Name of Event: (if applicable) Member's Show / Exhibition Opening

Date of Event: 11/9/23 Hours of Event: 5:30 - 7:30 pm

Location of Event: Townsend Arts Center Number of people attending: 100

Name of Applicant/ Business: Charlie Tregenza / Townsend Arts Center

Mailing Address: 18 Valley St. Business Phone # [REDACTED]

Townsend, RI 02835 Email Address: charlie@townsendartscenter.org

Contact Person: Charlie Tregenza Phone Number [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) N/A

Who will the event benefit? Townsend Arts Center

Type of Operation: (Private, State Sponsored, Non-Profit): Non Profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): N/A

If the applicant is a Non-Profit organization, is it registered with the State?  Yes  No

RI Tax ID #: [REDACTED] Non-Profit ID #: [REDACTED]

Number of Vendors/Peddlers: (circle one)  N/A  1-10  11-20  21-30  31-40  41-50

All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? \_\_\_\_\_

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided  Yes  No

Will traffic control be needed?  Yes  No

If yes, Please contact the Jamestown Police Department

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance:  Yes  No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: [Signature]

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



# TOWN OF JAMESTOWN

## One Day Event/Entertainment Application

**\$5.00 Application Fee**

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
  - Bicycle/Wheelchair
  - Run/Jog/Walk/Wheelchair
  - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Name of Event: (if applicable) Holiday Arts Market  
 Date of Event: 12/0/23 Hours of Event: 5:30 - 7:30  
 Location of Event: Jamestown Arts Center Number of people attending: 80  
 Name of Applicant/ Business: Charlie Tregenza / Jamestown Arts Center  
 Mailing Address: 18 Valley St. Jamestown, RI 02835 Business Phone #: [REDACTED]  
 Email Address: Charlie@jamestownartcenter.org  
 Contact Person: Charlie Tregenza Phone Number: [REDACTED]

List the type of entertainment being requested, if applicable (Band, DJ, etc.) N/A

Who will the event benefit? Jamestown Arts Center

Type of Operation: (Private, State Sponsored, Non-Profit): Non-Profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): N/A

If the applicant is a Non-Profit organization, is it registered with the State?  Yes  No

RI Tax ID #: [REDACTED] Non-Profit ID #: [REDACTED]

Number of Vendors/Peddlers: (circle one)  N/A  1-10  11-20  21-30  31-40  41-50

All vendor/peddlers must submit an application to the Town Clerk's Office

What types of items will be sold at this event? \_\_\_\_\_

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided  Yes  No

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

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance:  Yes  No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: [Signature]

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



# TOWN OF JAMESTOWN

## One Day Event/Entertainment Application

**\$5.00 Application Fee**

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures

Please complete the following information:

- Seasonal Event
- Parade
- Race:
  - Bicycle/Wheelchair
  - Run/Jog/Walk/Wheelchair
  - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)  
LIVE MUSIC

Name of Event: (if applicable) Halloween/Halloween Parade

Date of Event: 10/31/2023 Hours of Event: 4pm-9pm

Location of Event: Navagansett Ave Number of people attending: 300

Name of Applicant/ Business: Jamestown Police Dept.

Mailing Address: 250 Conanicus Ave. Business Phone #: 401423-1213

Email Address: [redacted]@deneault@jamestownri.net

Contact Person: Lt. Deneault Phone Number: 401-423-1212

List the type of entertainment being requested, if applicable (Band, DJ, etc.) Parade/vendors/BAND

Who will the event benefit? n/a

Type of Operation: (Private, State Sponsored, Non-Profit): Town Event

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): n/a

If the applicant is a Non-Profit organization, is it registered with the State? Yes   No

RI Tax ID #: \_\_\_\_\_ Non-Profit ID #: n/a

Number of Vendors/Peddlers: (circle one) N/A  1-10  11-20  21-30  31-40  41-50  
*All vendor/peddlers must submit an application to the Town Clerk's Office*

What types of items will be sold at this event? food

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes   No

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

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town owned property, naming the Town of Jamestown as an additional Certificate Holder.

Certificate of insurance: Yes   No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: Aylee Deneault

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



# TOWN OF JAMESTOWN

## One Day Event/Entertainment Application

**\$5.00 Application Fee**

Date Rec'd \_\_\_\_\_  
Office will enter date

**All licenses are issued subject to the resolution of debts, taxes and appropriate signatures  
(This form can be used with or without vendors)**

*Please complete the following information:*

- Seasonal Event
- Parade
- Race:
  - Bicycle/Wheelchair
  - Run/Jog/Walk/Wheelchair
  - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Name of Event: (if applicable) Jamestown Christmast Tree Lighting Ceremony

Date of Event: December 2nd, 2023 Hours of Event: 17:30 - 20:30

Location of Event: East Ferry Number of people attending: 300

Name of Applicant/ Business: Ray DeFalco; Jamestown Parks and Recreation Department

Mailing Address: 41 Conanicus ave Business Phone #: \_\_\_\_\_  
Jamestown, RI 02335

Contact Person: Ray DeFalco / Tom Harris Phone Number: 401-423-7266 / 401-741-6221

List the type of entertainment being requested, if applicable (Band, DJ, etc.) \_\_\_\_\_

Who will the event benefit? all residents

Type of Operation: (Private, State Sponsored, Non-Profit): \_\_\_\_\_

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): \_\_\_\_\_

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: \_\_\_\_\_ Non-Profit ID #: \_\_\_\_\_

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50  
(\$5.00 each Vendor/Peddler in addition to Application Fee)

*A list of vendor/peddler and fee must be submitted to the Town Clerk's Office with this license. Vendor/Peddler list Must include name, address, phone number, date of birth, type of merchandise to be sold and exact location of sales.*

What types of items will be sold at this event? None

Will food be sold at the location? *If yes, you must contact the R.I. Department of Health* Yes No

Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes No

Will traffic control or a public facility be needed? Yes No

*If yes, Please contact the Jamestown Police Department, Public Works Department and/or the Recreation Department for rates and forms for approval.*

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property. Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: \_\_\_\_\_

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

# TOWN OF JAMESTOWN ONE-DAY VENDOR/PEDDLER LICENSE

Please submit the following

- MFE PERMIT/LICENSE OR  N/A  Application Fee of \$5.00
- \$2,000,000 Certificate of Insurance

Please complete the following information:

Event Name/Sub Applicant of: Hallowe'en Back Party MFE-84

Date of Event: Oct 31 Between the hours of: 4-8:00/9:00

Event Location: Jamestown, RI

Location and number of health and sanitation facilities: 20 Clinton Ave

Items/Products to be sold: BBQ Pork + Chicken

1. TYPE: Indicate the type of operation that best describes your mobile food establishment.  
Please check only one box:

- Hot Dog Cart  Lemonade/Ice Cream Truck  Non-Self-Propelled Cart/Trailer/Bicycle
- Other (Please describe): Food truck

2. BUSINESS INFORMATION

Ownership Type Please check only one box:

- Individual/Sole Proprietor  Corporation  Partnership  Limited Liability Company
- Governmental Entity  Limited Partnership

Social Security Number (or FEIN for Business): 039 583933

Ownership Name (Individual or organization who currently owns the business):  
Entity Name: Little B's BBQ DBA: (Doing Business As) (if different) BBQ

Address: 14 Sawmill Rd

City: Chapin State: RI Zip Code: 02814

Email Address: littlebsbbq@gmail.com Phone Number: 401 528 7557

Website Address: www.littlebsbbq.com Social Media: Facebook

Manager in Charge (if different than owner):  
Name: Jessica

Address: 14 Sawmill Rd Chapin, RI

City: Chapin State: RI Zip Code: 02814

Email Address: littlebsbbq@gmail.com Phone Number: 401 528 7557

3. MOBILE FOOD ESTABLISHMENT INFORMATION:

Name of Mobile Food Establishment/Cart (if different from Entity name or DBA): BBQ

(Provide the address where MFE is located when not operating):  
Address: 14 Sawmill Rd

City: Chapin State: RI Zip Code: 02814

DMV License Plate Number of Cart/Trailer: BBQ

VIN Number: BBQ

Applicant's Signature: [Signature]

All applicants must submit a liability insurance policy with coverage in the amount of \$2,000,000 (two million dollars) when using Town-owned property, naming the Town of Jamestown as an additional Certificate Holder.

All licenses are issued subject to the regulations...





August 21, 2023

Ms. Christine Brochu  
 Tax Assessor, Town of Jamestown  
 Town Hall  
 93 Narragansett Ave., 2nd Floor  
 Jamestown, RI 02835

Executive Director  
 MAUREEN A. COLEMAN

Didi Szydora, Chair

Jody Suurmaa, Vice Chair

Susan Hackman, Treasurer

Kate Barber, Secretary

Fiona Connolly

Bob Dilworth

Wendy Hamilton

Courney Hurdle

Mary Hall-Kenn

Eara McKinley

Sara Metcalf

David Ross

Alissa Simoff

Re: Request for Property Tax Abatement

Dear Ms. Brochu:

The Jamestown Arts Center (JAC) would like to request an exemption from Jamestown property taxes. The Jamestown Arts Center is a tax-exempt non-profit organization registered with the state of Rhode Island, operating under IRS section 501(c)(3).

Our property is located at 18 Valley Street.

The Rhode Island Statute, R.I. Gen. Laws § 44-3-3, governs tax abatement and taxation and what properties might be exempt from taxation. § C provides that:

*Notwithstanding any other provision of law to the contrary, in an effort to provide relief for businesses, including small businesses, and to promote economic development, a city, town, or fire district, may establish an exemption for tangible personal property within its geographic limits by formal action of the appropriate governing body within the city, town, or fire districts, which exemptions shall be uniformly applied and in compliance with local tax classification requirements.*

§ 25 provides that:

*Subject to the authorization by formal action of the council of any city or town, any real or personal property owned by, held in trust for, or leased to an organization incorporated under R.I. Gen. Laws § 7-6-1 et seq. Chapter 6 of Title 7, as amended, or an organization meeting the definition of charitable trust, or an organization incorporated under the not for profit statutes of another state or the District of Columbia, the purpose of which is conserving open space.*

The Jamestown Arts Center is formed under the auspices of this section of Rhode Island General Laws.

Additionally, Title 22 of the Rhode Island General Laws defines “small business.” Under this section, R.I. Gen. Laws § 22-7.6-1(15), *a small business is a person, partnership, corporation, or other form of business entity independently owned and operated, not dominant in its field, in which business employs 500 or fewer employees and has its principal place of business located in the State of Rhode Island.*

The Jamestown Arts Center offers year-round arts programming ranging from outdoor and indoor art exhibitions; to classes, workshops, and camps; and theatre, music, and dance performances. JAC arts and cultural activities draw thousands of residents and visitors to the village of Jamestown each year, supporting local businesses and economic development in the community. As a nonprofit facing significant operating expense increases, the JAC would benefit from relief of property tax expenses.

For all of the above reasons, the Jamestown Arts Center respectfully suggests that it is an entity within the meaning of Rhode Island General Laws eligible for tax exemption status.

Thank you for your consideration. Please do not hesitate to contact me if any additional information would be helpful in relation to this request. I can be reached at [maureen@jamestownartcenter.org](mailto:maureen@jamestownartcenter.org) or cell phone (401) 480-2232.

Thank you for your assistance.

Sincerely,



Maureen Coleman  
Executive Director

cc:

Didi Suydam, JAC Board Chair

Susan Hackman, JAC Treasurer

*J. Christopher Powell*  
[REDACTED]  
*Jamestown, Rhode Island 02835*

2 October 2023

Jamestown Town Council  
93 Narragansett Ave.  
Jamestown, RI 02835

Subject: Open Space and Pickleball Courts

Dear Town Councilors,

As Chair of the Jamestown Conservation Commission for over 26 years we worked tirelessly to preserve and protect important open space and farmland on Conanicut Island. Open space in the Town watershed had a high priority for obvious reasons. With less than a one square mile watershed it is critical that these properties be protected from any activity other than passive recreational and conservation uses.

I was extremely concerned by the article in last weeks Jamestown Press suggesting that potential sites (AP 4, Lots 86 & 98) might be considered for pickleball courts. Both properties are located in the Town watershed, are currently open space and used for passive recreation.

Development of pickleball courts in this area would require alteration of the land, and the creation of additional impervious surfaces in the watershed increasing the potential for contaminated runoff to enter our drinking water supply. This active recreational use is also not compatible with the intended use of our Town watershed area and will "open the door" for future requests to expand this recreational area further endangering our drinking water supply.

Of deeper concern is the notion that the Town would consider asking RI DEM to modify deed restrictions that came with the acquisition of these properties. When the Town acquired this property through the State Open Space Program it was the intent to keep this property open for "educational, research and passive recreation" only. Many properties on Conanicut Island were protected over the years as open space with similar deed restrictions that were agreed upon by the Town and/or the private owners. All were comforted that these properties would remain "as is" for present and future generations.

Requesting any change to previously agreed upon deed restrictions is not consistent with previous intentions of the Town, Conservation Commission, Conanicut Island Land Trust, RIDEM, the Nature Conservancy, Audubon Society of RI or other organizations

involved with land preservation and protection on Conanicut Island. Changing or modifying deed restrictions sends a clear message to these organizations and the residents of Jamestown that it could happen again and no "protected" property is safe. Alteration of deed restrictions will also affect the willingness of property owners to work with the Town in future land preservation and/or protection efforts.

As a person who was very active in the land preservation movement on Conanicut Island for many years I respectfully request that any consideration of locating pickleball courts or any other active recreational activity in this area be dismissed.

Thank you for your attention to this important matter,

Sincerely,

A handwritten signature in black ink, appearing to read "J. Christopher Powell". The signature is fluid and cursive, with a large, sweeping flourish at the end.

J. Christopher Powell

cc: Jamestown Conservation Commission