



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
**Rosamond A. Tefft Council Chambers**  
**93 Narragansett Avenue**  
**Monday, December 4, 2023**  
**5:30 P.M.**

**THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.**

**THIS MEETING WILL BE LIVE STREAMED:** To view the meeting with no interaction:  
<https://jamestownri.gov/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 OF THE TOWN COUNCIL**
- II. ROLL CALL OF THE SENIOR SERVICE COMMITTEE**
- III. JOINT TOWN COUNCIL AND SENIOR SERVICES COMMITTEE WORK SESSION- 5:30 P.M.**
  - A) Review, Discussion, and/or Action and/or Vote: Jamestown Senior Center feasibility report and presentation by Union Studio Arch Senior Associate Kevin Beaulieu.
- IV. ADJOURNMENT OF THE JOINT TOWN COUNCIL AND SENIOR SERVICES COMMITTEE WORK SESSION**
- V. TOWN COUNCIL INTERVIEWS: The Jamestown Town Council will conduct interviews of applicants for the committee vacancies as follows:**

TIME	NAME	COMMITTEE
6:10	Holly Turton	Library Board of Trustees
6:20	Gordon Rapkin	Beavertail State Park Advisory, Library Board of Trustees, and Zoning Board Alternate

**VII. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

**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- none at this time.
- B) Non-scheduled request to address

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

- A) No items at this time.

**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) Licenses and Permits
  - 1) One-Day Event/Entertainment License: All One-Day Event/Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event; Review, Discussion, and/or Take Action and/or Vote for the following:
    - a) Applicant: Quononoquott Garden Club
    - Event: Quononoquott Garden Club Plant Sale
    - Date: June 1, 2023
    - Location: Fort Getty Pavilion
    - i) Letter from Quononoquott Garden Club Co-Chair Mary Ann Williamson requesting a waiver of the Fort Getty Pavilion rental fee, as historically granted.

**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) North Road Bike Path update.
  - 2) Recreation Center Bathroom improvements report.
  - 3) 91 Carr Lane update.
  - 4) Steamboat ROW Tree update.

**XII. UNFINISHED BUSINESS**

- 1) No items at this time.

### **XIII. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: At the request of the Board of Canvassers, to approve the draft Elections Training and Advisory Ad Hoc Committee Charge:
- 1) The Board of Canvassers has determined it is necessary to develop an action plan for developing and advising on election-related policies, procedures, and training programs to guarantee the integrity of the electoral process.

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

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
- 1) Beavertail State Park Advisory Committee, One (1) member vacancy; with a three-year term ending 12/31/2026, duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press:
    - a) Interested Applicant(s):
      - i) Gordon Rapkin
        - i. Application received November 6, 2023
        - ii. Interview scheduled for December 4, 2023
  - 2) Library Board of Trustees, One (1) member vacancy, with a three-year term ending 12/31/2026; duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press
    - a) Interested Applicant(s):
      - i) Gordon Rapkin
        - i. Application received November 6, 2023
        - ii. Interview scheduled for December 4, 2023
      - ii) Holly Turton
        - i. Application received November 15, 2023
        - ii. Interview scheduled for December 4, 2023
  - 3) Planning Commission, Three (3) member vacancy(s), with a one-year term ending December 31, 2024; a three-year term expiring December 31, 2025; and a four-year term expiring December 31, 2027\*; duly advertised in the November 9<sup>th</sup> and 16<sup>th</sup> editions of the Jamestown Press:
    - a) Request for reappointment
      - i) Rosemary Enright
      - ii) Duncan Pendlebury
      - iii) Michael Swistak
- \*staggered terms in compliance with RIGL 45-22-3(a)

**XV. FUTURE MEETINGS AND CALENDAR**

- A) December 18, 2023 Town Council Meeting:
  - 1) Joint School Committee/Town Council meeting at 5:45-6:15 p.m.
  - 2) Interview Session at 6:20 p.m.
  
- B) Review, Discussion, and/or Action and/or Vote: Setting of the 2024 Town Council of Jamestown meeting calendar:
  - 1) The Town Council of Jamestown proposed 2024 calendar.

**XVI. 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 16, 2023 (Regular meeting)
  - 2) October 17, 2023 (Special Meeting)
  - 3) November 1, 2023 (Special Meeting)
  - 4) November 6, 2023 (Regular Meeting)
  - 5) November 14, 2023 (Special Meeting)
  - 6) November 20, 2023 (Regular Meeting)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Affordable Housing (September 20, 2023)
  - 2) Affordable Housing (October 18, 2023)
  - 3) Planning Commission Minutes (October 18, 2023)
  - 4) Planning Commission/Town Council (November 1, 2023)
  - 5) Zoning Board of Review (October 24, 2023)
  
- C) Ratification of the Administratively approved Short-Term Rental application for the period of January 1, 2024-December 31, 2024.
  - 1) Elaine Buchanan, STR-3, 12 Friendship Street
  - 2) Martin Casey, STR-16 , 77 East Shore Road
  - 3) Leigh MacDonald, STR-7, 26 Starboard Avenue
  - 4) Connie Slick, STR-10, 49 Narragansett Avenue, first floor
  - 5) Connie Slick, STR-26, 49 Narragansett Avenue, third floor
  - 6) Denise Rounds, STR-22, 14 Harbor Street
  - 7) Freebody LLC, STR-11, 230 Conanicus Avenue, Unit 1
  - 8) Andrea Wassel, STR-27, 16 Emerson Road
  - 9) Ross Williams, STR-2, 135 Longfellow Road
  - 10) Robert Zimmermann, STR-14, 23 Conanicus Avenue
  - 11) John Deresky, STR-9, 318 Seaside Drive
  - 12) John Lawless, STR-6, 14 Pemberton Avenue

- D) One-Day Event/Entertainment License Applications: All One-Day Event/Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event:
- 1) Applicant: Rhode Races & Events, Inc.  
Event: Jamestown Road Race  
Date: September 28, 2024  
Location: see attached

## **XVII. 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: Town Council  
From: Michael Dupre and Don Ocasso  
Dated: November 20, 2023  
Re: Proposed Zoning Amendment – Section 82-1207
  - 2) Copy of letter to: Town Council  
From: Valerie Southern and Judy Grisevich  
Dated: November 24, 2023  
Re: Intersection of Clinton Avenue and Narragansett Avenue.
  - 3) Copy of email to: Town Council  
From: Carol Crafts  
Dated: November 20, 2023  
Re: Bike Path & Stop Signs
  - 4) Copy of email to: Town Council  
From: Carl Bednarczyk  
Dated: November 19, 2023  
Re: 3 Way Stop at Sloop- Nov 20

## **XVIII. ADJOURNMENT**

*Pursuant to RIGL § 42-46-6(c), Notice of this meeting shall be posted on the Secretary of State’s website and at the Town Hall and the Jamestown Clubhouse Library. Notice is also posted at the Jamestown Police Station and on the Internet at [www.jamestownri.gov](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 November 30, 2023.*

# LOCATIONS FEASIBILITY STUDY



## JAMESTOWN SENIOR CENTER

6 WEST ST - 11 KNOWLES CT  
JAMESTOWN, RI

DECEMBER, 2023

Program	Avg. Participation	Daily Program	Monthly Program	Weekly Programs	Located Upstairs	Located Downstairs (meal site)	Notes
Meal Site	25-30 *avg. number increasing	X				X	
Tai Chi	20-25			X	X		
Chair Yoga	16			X			
South County Health Checks with RN	12		X		X	X	*in need of privacy
Bridge/Cards/Tile Games	8-12			X	X		
6-8 Week Workshop Sessions (topics vary)	15-30			X	X		
Movie Screenings	15-30		X		X		
Lectures/ One day Presentations	30-50		X		X		
Medicare, Resources & Counseling	4-8		X			X	* in need of privacy
Health Screenings/Various Health Related Services	8-20				X		*in need of privacy
BINGO	20-30			X	X		
Tax Assistance Program	80						*Jan-April Appointments scheduled from 9-1 PM on Tuesdays and Thursdays during these months *more privacy needed
Crafts (painting, floral arranging)	15-20		X		X		*would like to offer more, but limited availability upstairs prevents that
Holiday Meals (special luncheons)	40-50					X	*quarterly meals

#### Large Gathering Programs

- Meal Site
- Tai Chi
- Workshop Sessions
- Bingo
- Movie Screenings
- Lectures / One day Presentations
- Tax Assistance Program

Occupancy: 30-50  
Approx. SF Required: 500 sf

#### Moderate Gathering Programs

- Chair Yoga
- Crafts
- Bridge / Cards / Tile Games

Occupancy: 8-20  
Approx. SF Required: 250 sf

#### Small Private Programs

- South County Health Checks w/ RN
- Medicare, Resources & Counseling
- Health Screenings & Service

Occupancy: 4-20  
Approx. SF Required: 100-200sf.  
Separate rooms where possible?

#### Building Support Program Spaces

- Kitchen
- Public restrooms
- Mechanical spaces
- Coat closet/room
- Manager's office
- Storage space

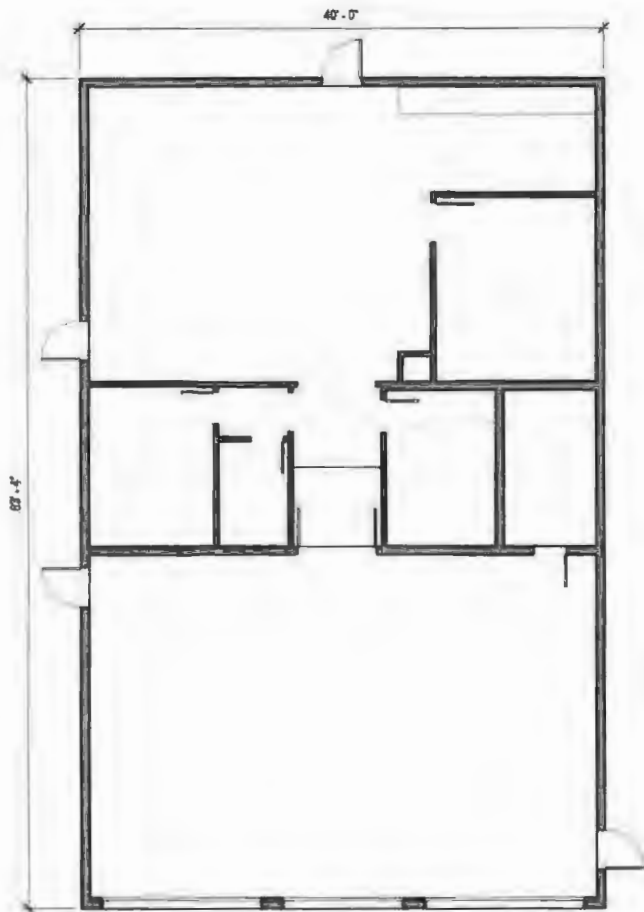
Occupancy: N/A  
Approx. SF Required: +/-100 sf ea.

## JAMESTOWN SENIOR CENTER

FEASIBILITY INFORMATION | DECEMBER, 2023







EXISTING FLOOR PLAN LAYOUT



EXISTING SITE IMAGE



**Parking:**

- On-Site = 15
- Street (within 250') = 14  
(40 more within 500')
- Handicap parking on site

**Accessibility:**

- At grade entry area
- At grade rear entrance/exit
- All one-story building

**PROS:**

- More on-site parking
- One level for accessibility
- Short connection to ocean
- Durable building shell
- Good open floor plan with minimal interior bearing walls
- Town owned property
- Safer public access with adjacent municipal sidewalks and more on-site parking
- Building/Site allows for future expansion
  - ◊ Potential second floor adding as much as 2200 sf (would need structural assessment)
- Outside area for small function space

**CONS:**

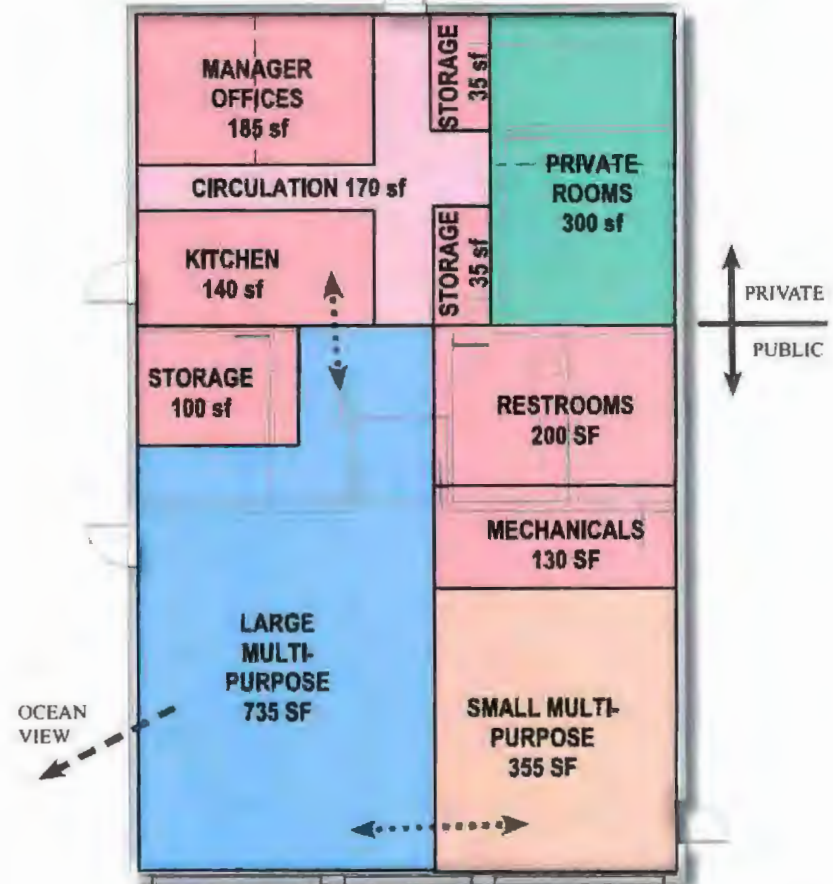
- Need more openings for natural light
- Higher construction cost
- Smaller Sf building



GROSS AREA FLOOR PLAN

11 Knowles Court		
Space	Sf	Type
Large Multi-purpose	735	Large Gathering
Small Multi-purpose	355	Moderate Gathering
Storage	100	Building Support
Restrooms	200	Building Support
Mechanical	130	Building Support
Kitchen	140	Building Support
Storage closet 1	35	Building Support
Storage closet 2	35	Building Support
Manager's Offices	185	Building Support
Private rooms	300	Private Programs
Circulation	170	Circulation

Total Large Gathering	735
Total Moderate Gathering	355
Total Private Program space	300
Total Building Support	825
Total Circulation	170
Total Functional space *	2215
* total spaces minus circulation	



PROPOSED PROGRAM DIAGRAM

# JAMESTOWN SENIOR CENTER

FEASIBILITY INFORMATION | DECEMBER, 2023

11 KNOWLES CT





11 Knowles Ct		
High Level Cost Opinion		
Work Scope: Renovate existing structure to accommodate current senior center needs and program elements		
Task		Subtotal
<b>Interior</b>		
1	Selective demolition of existing walls and finishes	\$ 10,000
2	Rough carpentry	\$ 100,000
3	Finish carpentry	\$ 40,000
4	Doors and hardware	\$ 25,000
5	Painting	\$ 25,000
6	Drywall	\$ 40,000
7	Flooring	\$ 35,000
8	Electrical	\$ 60,000
9	Interior wall insulation	\$ 20,000
10	Mechanical - Electric ducted heat pump system w/ ducted ERV system (\$25/sf)	\$ 80,000
11	Add ducted ERV system to building for fresh air requirements	\$ 30,000
12	Concrete slab repairs for new layouts and plumbing	\$ 15,000
13	Fire suppression service	\$ 25,000
14	Upgrade fire alarm service	\$ 18,000
<b>Exterior</b>		
1	Roofing and continuous roof rigid insulation system	\$ 60,000
2	Rain screen, rigid insulation, and cedar shingle siding w/ manuf. Stone veneer base	\$ 100,000
3	Entry patio and canopy - Post & Beam, metal roof canopy, conc. patio	\$ 75,000
4	Windows - new openings, triple pane double hung	\$ 35,000
5	Doors - storefront at front, half light steel on side and rear	\$ 35,000
6	Exterior wall insulation (on interior face)	\$ 35,000
7	Gutters and downspouts	\$ 10,000
<b>Site</b>		
1	Entry walks	\$ 15,000
2	Electric service upgrade	\$ 75,000
3	Fire suppression water service	\$ 16,000
4	Slight regrading, sealcoating, and striping parking lot	\$ 25,000
5	Site solar lighting	\$ 15,000
6	Landscaping	\$ 20,000
7	Site sign	\$ 12,000
<b>Total cost</b>		<b>\$ 1,051,000</b>
Cost per sf (2550 SF)		\$ 412.16

THIS COST OPINION IS FOR CONSTRUCTION COSTS REQUIRED TO PROVIDE THE MINIMUM NEEDS FOR THE BUILDING USE. THIS EXCLUDES FURNISHING, FIXTURES, AND EQUIPMENT AS WELL AS ASSOCIATED SOFT COSTS.

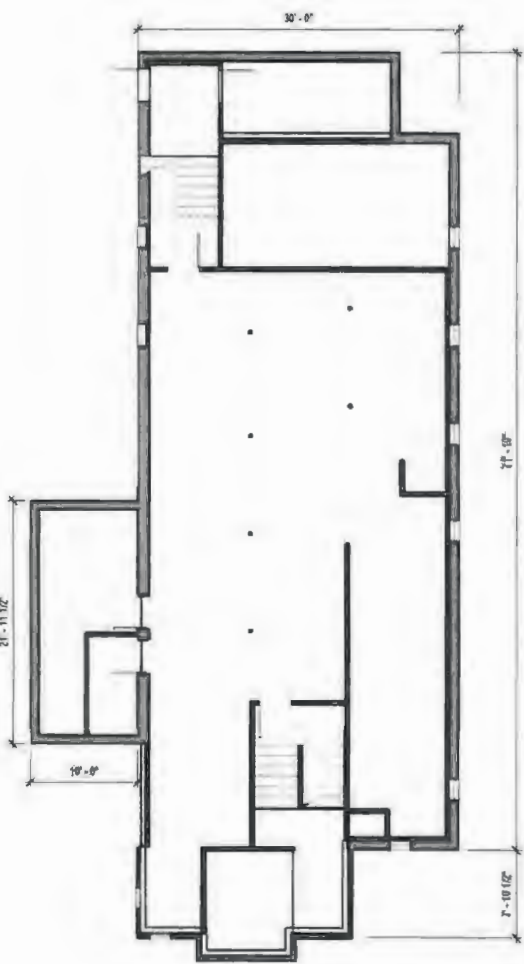
THE ACTUAL CONSTRUCTION COST FOR THE PROJECT IN THE END SHOULD BE EXPECTED TO BE MORE LIKE \$450 TO \$500/SF WHICH IS A TOTAL OF \$1.2M TO \$1.4M WITH SOFT COSTS ADDED TO THAT

## JAMESTOWN SENIOR CENTER

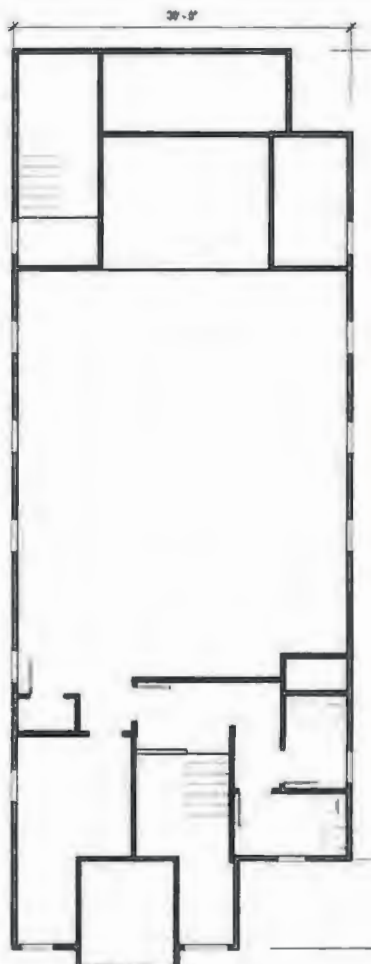
FEASIBILITY INFORMATION | DECEMBER, 2023

11 KNOWLES CT





**EXISTING LOWER LEVEL  
FLOOR PLAN LAYOUT**



**EXISTING UPPER LEVEL  
FLOOR PLAN LAYOUT**



**EXISTING SITE IMAGE**

**JAMESTOWN SENIOR CENTER**

FEASIBILITY INFORMATION | DECEMBER, 2023

6 WEST STREET



**Parking:**

On-Site = 0  
Street (within 250') = 25  
(Additional parking with 500')  
No handicap parking on site

**Accessibility Notes:**

Existing entry ramp into entrance  
Existing Interior 2 stop elevator  
Restrooms don't meet current codes  
and require modifications

**PROS:**

- Existing established senior center
- Neighboring church with large off-street parking lot allowing use
- Has a fairly large commercial kitchen
- Is currently fully accessible, though difficult disjointed a bit
- Expected lower cost of construction

**CONS:**

- Multi-level creates disconnected uses
- Space adjacent to kitchen used as the cafeteria has multiple columns causing limited layout possibilities and feels like a basement space.
- Cafeteria area is only large enough for a moderate gathering area, and based on meal site occupancy should be a large gathering area size.
- Little to no private areas for needed private rooms
- No sizeable private office space for support staff
- Property ownership is in question

**Note:**

Because the property currently serves as the Senior Center, these noted renovations project would require a temporary center be established at another location for 18-24 months



GROSS AREA FLOOR PLANS

**JAMESTOWN SENIOR CENTER**

6 WEST STREET

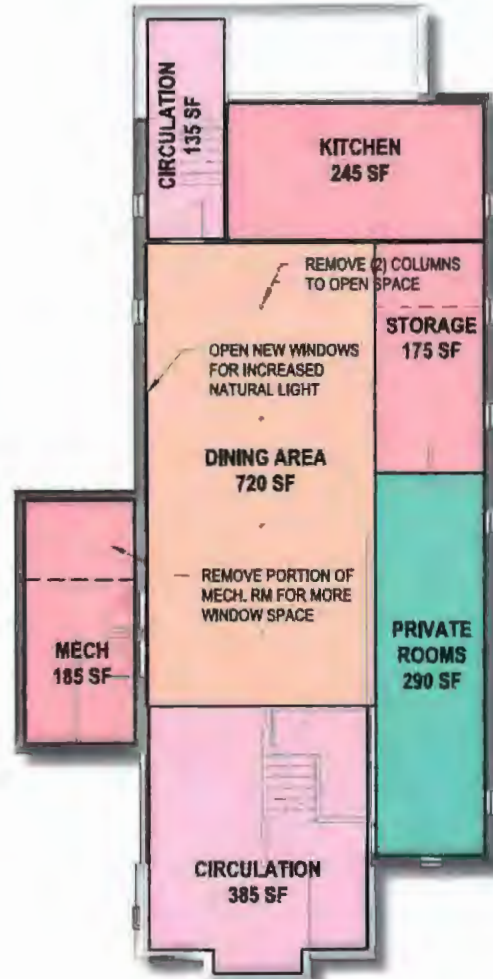
FEASIBILITY INFORMATION | DECEMBER, 2023





6 West St		
Space	Sf	Type
Main Open Hall	1065	Large Gathering
Office Space	250	Building Support
Storage	115	Building Support
Restrooms	100	Building Support
Rear stairs	135	Circulation
Front stairs and elevator	470	Circulation
Dining Area	720	Moderate Gathering
Kitchen	245	Building Support
Mechanical	185	Building Support
Storage	175	Building Support
Private Rooms	290	Private programs
Rear Stair	135	Circulation
Front stair and elevator	385	Circulation

Total Large Gathering	1065
Total Moderate Gathering	720
Total Private Program space	290
Total Building Support	1070
Total Circulation	1125
Total Functional space *	3145
* total spaces minus circulation	



PROPOSED LOWER LEVEL PROGRAM DIAGRAM



PROPOSED UPPER LEVEL PROGRAM DIAGRAM

# JAMESTOWN SENIOR CENTER

FEASIBILITY INFORMATION | DECEMBER, 2023

6 WEST STREET



6 West St.		
High Level Cost Opinion		
Work Scope: Renovate existing structure to accommodate current senior center needs and program elements		
Task		Subtotal
<b>Lower Level</b>		
1	Remove 50% of columns and install supporting beams in lower level cafeteria area	\$ 70,000
2	Reduce mechanical addition to allow for more light into space (includes all work)	\$ 125,000
3	New finishes including flooring, ceiling, paint.	\$ 30,000
4	Revise mechanical distribution for updated layouts	\$ 15,000
5	Construct new private rooms, including selective demolition of exist walls	\$ 50,000
6	Update finishes within circulation spaces	\$ 22,500
7	Upgrade Mechanical systems in the building. Electric ducted heat pump system (\$25/sf)	\$ 120,000
8	Add ducted ERV system to building for fresh air requirements	\$ 50,000
9	Doors and hardware	\$ 15,000
10	Remove existing rotting raised floor structure	\$ 18,000
11	Provide new concrete slab w/ ADA compliant ramp section to elevator entrance	\$ 40,000
<b>Upper Level</b>		
1	Remove stage, construct office space	\$ 75,000
2	Enlarge restrooms for ADA accessibility	\$ 50,000
3	New finishes including flooring, ceiling, paint.	\$ 50,000
4	Update finishes within circulation spaces	\$ 25,000
5	Doors and hardware	\$ 15,000
<b>Exterior</b>		
1	Fix rear roof flashing leak	\$ 10,000
2	Minor water damage repairs to trim and siding	\$ 10,000
3	Increase electrical power for new mechanicals	\$ 40,000
<b>Total cost</b>		<b>\$ 830,500</b>
Cost per sf (4800 SF)		\$ 173.02

THIS COST OPINION IS FOR CONSTRUCTION COSTS REQUIRED TO PROVIDE THE MINIMUM NEEDS FOR THE BUILDING USE. THIS EXCLUDES FURNISHING, FIXTURES, AND EQUIPMENT AS WELL AS ASSOCIATED SOFT COSTS.

THE ACTUAL CONSTRUCTION COST FOR THE PROJECT IN THE END SHOULD BE EXPECTED TO BE MORE LIKE \$325/SF WHICH IS A TOTAL OF \$1.5M WITH SOFT COSTS ADDED TO THAT







# 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)  
Quononogott Garden Club Plant Sale

Name of Event: (if applicable) Quononogott Garden Club Plant Sale

Date of Event: May 18, 2024 June 1, 2024 Hours of Event: 9-NOON

Location of Event: Fort Getty Pavilion Number of people attending: 60-75

Name of Applicant/ Business: QGC Garden Club MaryAnn Williamson

Mailing Address: [REDACTED] Business Phone #: [REDACTED]

Jamestown RI 02835 Email: [REDACTED]

Contact Person: Mary Ann Williamson Phone Number: [REDACTED]

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

Who will the event benefit? QGC fund raiser

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

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? Plants

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: MaryAnn Williamson

Please attend the Town Council meeting on the 4 day of 12, 2023 for Council review.

RECEIVED:  
NOV 28, 2023 03:17 PM  
Robert J. Faxon  
TOWN OF JAMESTOWN Town Clerk

November 28, 2023

Jamestown Town Council  
93 Narragansett Ave  
Jamestown, RI 02835

Quononoquott Garden Club  
PO Box 278  
Jamestown, RI 02835

To the Town Council,

Our garden club is holding it's annual plant sale on June, 1, 2024 from 9AM to 12PM. It will be held at the John Rembijas Fort Getty Pavilion. All proceeds from the sale will go towards the beautification of Jamestown.

This letter is to ask that the event fee be waived, as in the past.

Respectfully submitted,



Mary Ann Williamson  
Committee Co-chair, Plant Sale

**Town of Jamestown**  
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: December 1, 2023**  
**SUBJECT: Report for Town Council Meeting December 4, 2023**

**North Road Bike Path:** DPW and Lynch Construction have completed the paving of the bike path on North Road. Public works will continue this work to clean up the edges of the path and roadway and installation of signage and road markings.

Paving is complete in the Reize Road, Penny Road and Bay Terrace neighborhood. Public works will continue its work to clean up and restore the road edges.

**Recreation Center Bathrooms:** The floors of the outdoor public bathrooms at the rec center were recently refinished using an epoxy finish. The cost was approximately \$6500 which was funded through a small tourism grant.

**91 Carr Lane:** Church Community Housing has indicated that they desire to close on the 91 Carr Lane property. This will transfer the ownership of the property from the Town to CCHC. They will then proceed to sell the existing house and detached garage at market rate and begin the construction of the two (2) affordable houses.

**Steamboat Tree:** The private contractor has trimmed the tree and installed cabling at the Steamboat tree. This was done the expense of the abutting property owner. Signage has been installed and we will monitor and reassess the in the spring.



**Town of Jamestown**

# Memo

**To:** Roberta Fagan, Town Clerk  
**From:** Keith Ford, Deputy Town Clerk / Clerk to the Board of Canvassers  
**cc:**  
**Date:** November 27, 2023  
**Re:** Elections Training and Advisory Committee

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The Board of Canvassers has accepted and approved the Elections Training and Advisory Committee Charge to be presented to the Town Council. This will be an ad hoc committee with a 6-month term. The Board would like to ask that this be presented to the Town Council for approval at the next Council meeting.

Then once approved start the process of advertising the open positions.

Thank you,



Keith Ford

## Elections Training and Advisory Committee

<p><b>(1) Jamestown Board of Canvassers Member</b>  <b>(4-6) Jamestown Citizen-at-Large Members</b>  <b>(1) Jamestown Town Council Ex-Officio</b></p>	<p><b>Unspecified Term of Appointment</b>  <b>(Not to exceed six (6) months)</b>  <b>Meetings to be held as needed</b></p>
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**Charge:**

There shall be a bi-partisan Elections Training and Advisory Committee appointed by the town Council as provided by the constitution and laws of the state. The goal of the committee is to develop an action plan for the developing and advising on election related policies, procedures and training programs to guarantee the integrity of the electoral process.

**Training Program Development:** The Committee will work to promote, plan, design, develop, and conduct training programs for elections officials, candidates, and voters to present findings with the Department of State and the Board of Elections. These programs will focus on educating stakeholders about election rules, ethical conduct, voter registration, and the voting process.

**Advisory Role:** The Committee will serve as an advisory body to the Department of State and the Board of Elections or relevant authorities, offering guidance on potential improvements, best practices, and addressing election-related challenges or concerns.

**Voter Education:** The Committee will be responsible for creating and disseminating voter education materials that promote informed and active participation in elections. These materials may include voter guides, FAQ's, and instructional videos.

The Committee shall consist of one (1) Jamestown Board of Canvassers member, four to six Citizen-at-Large members and one (1) Town Council Member ex-officio, appointed by the Town Council, or by any authority designated in its city or town charter. All shall be qualified electors and residents of the Town of Jamestown. As an ad hoc committee the members of the Elections Training and Advisory Committee will begin meeting for a term of six (6) months from the date of appointment to the Elections Training and Advisory Committee or the date of the first Elections Training and Advisory Committee meeting (to be determined by the Town Council).

**Current Members:**

**Term Ending:**  
Ad hoc

**Town Council Ex-Officio:**



October 27, 2023

Rosemary Enright

[REDACTED]  
Jamestown, RI 02835

Roberta J. Fagan  
Jamestown Town Clerk  
93 Narragansett Avenue  
Jamestown, RI 02835

Dear Ms. Fagan:

I am aware that my current term as a member of the Jamestown Planning Commission ends at the end of December 2023.

I have been advised that, in order to stagger the terms on the commission more evenly, there is a possibility that a one-year term will be offered for 2024. I would like my name to be considered for that one-year term. I am very interested in participating in the update to the *Comprehensive Community Plan* that will begin during the coming year.

Sincerely,

*Rosemary*

Rosemary Enright

[REDACTED]

[REDACTED]



Duncan Pendlebury AIA CCS NCARB

Architecture / Planning / Interior Design

3 October 2023

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

Re: Jamestown Planning Commission

By way of this letter I would like to express my Interest in reappointment to the Jamestown Planning Commission at end of my current term. I appreciate your consideration.

Sincerely,  
Duncan Pendlebury

A handwritten signature in blue ink, appearing to read "Duncan Pendlebury", located below the typed name.

Michael Swistak

[REDACTED]  
Jamestown RI. 02835

22 October 2023

Town of Jamestown  
93 Narragansett Avenue  
Jamestown RI. 02835

Re: Jamestown Planning Commission – Request for Reappointment

Dear Members of the Town Council,

Please accept this letter as my request to be reappointed to the Jamestown Planning Commission.

In support of this request, please consider my 16-year tenure as a commission member and 15 consecutive years as chairman – elected annually by commission members.

Planning Commission membership requires an open-minded approach and careful consideration of the balance between the overall health and welfare of the Town, and individual property owner rights; along with a thorough understanding of the Comprehensive Community Plan and Zoning Ordinance. Further, the work of the Planning Commission has real time impacts on the quality of life in Jamestown, placing a great importance on fair and thoughtful decisions.

My 42 years of residency in Jamestown, 37 years as a local businessman and service on the Planning Commission since 2008, has provided invaluable experience and perspective, which uniquely qualifies me to continue as a Commission member.

I hope you will see the merits of approving my appointment for another term.

Sincerely,



Michael Swistak

Cc: Roberta Fagan, Town Clerk  
Lisa Bryer, Town Planner



**TOWN OF JAMESTOWN  
TOWN COUNCIL  
ANNUAL MEETING  
SCHEDULE  
2024**



Town Council meetings begin at 6:30 PM on the First and Third Monday of each month, unless otherwise noted. In the event of a holiday on the First or Third Monday of the month, the Town Council will meet on Tuesday of that week, unless otherwise noted. Meetings are held at the Jamestown Town Hall in the Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, Jamestown.

The Annual Financial Town Meeting is the First Monday in June at 7:00 PM at the Jamestown School Gymnasium at 55 Lawn Avenue, Jamestown.

January	2 (Tuesday)* 6:30 P.M.	July	1 (Monday) 6:30 P.M.
	16 (Tuesday)* 6:30 P.M.		15 (Monday) 6:30 P.M.
February	5 (Monday) 6:30 P.M.	August	5 (Monday) 6:30 P.M.
	20 (Tuesday)* 6:30 P.M.*		19 (Monday) 6:30 P.M.
March	4 (Monday) 6:30 P.M.	September	3 (Tuesday)* 6:30 P.M.
	18 (Monday) 6:30 P.M.		16 (Monday) 6:30 P.M.
April	1 (Monday) 6:30 P.M.	October	7 (Monday) 6:30 P.M.
	15 (Monday) 6:30 P.M.		21 (Monday) 6:30 P.M.
May	6 (Monday) 6:30 P.M.	November	4 (Monday) 6:30 P.M.
	20 (Monday) 6:30 P.M.		18 (Monday) 6:30 P.M.
June	3 (Monday)** 7:00 P.M.**	December	2 (Monday) 6:30 P.M.
	17 (Monday) 6:30 P.M.*		16 (Monday) 6:30 P.M.

Pursuant to RIGL §42-46-6 (a), (b) and (c), the Annual Notice and Notice of all Town Council Meetings are posted on the Secretary of State's website, the Jamestown Town Hall, the Jamestown Philomenian Library, and the Jamestown Police Station. In addition to the above locations, notice is also posted on the Internet at: [www.jamestownri.gov](http://www.jamestownri.gov).

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

\*Tuesday meeting following Monday holiday

\*\*Annual Financial Town Meeting

\*\*\*Updated at the Town Council Meeting



## TOWN OF JAMESTOWN 2024 HOLIDAYS

<b>Martin Luther King Day</b>	<b>Monday</b>	<b>January 15, 2024</b>
<b>President's Day</b>	<b>Monday</b>	<b>February 19, 2024</b>
<b>Good Friday</b>	<b>Friday</b>	<b>March 29, 2024</b>
<b>Memorial Day</b>	<b>Monday</b>	<b>May 27, 2024</b>
<b>Juneteenth</b>	<b>Wednesday</b>	<b>June 19, 2024</b>
<b>Independence Day</b>	<b>Thursday</b>	<b>July 4, 2024</b>
<b>Victory Day</b>	<b>Monday</b>	<b>August 12, 2024</b>
<b>Labor Day</b>	<b>Monday</b>	<b>September 2, 2024</b>
<b>Columbus Day</b>	<b>Monday</b>	<b>October 14, 2024</b>
<b>Veteran's Day</b>	<b>Monday</b>	<b>November 11, 2024</b>
<b>Thanksgiving Day</b>	<b>Thursday</b>	<b>November 28, 2024</b>
<b>Day after Thanksgiving</b>	<b>Friday</b>	<b>November 29, 2024</b>
<b>Christmas Eve, 1/2 day</b>	<b>Tuesday</b>	<b>December 24, 2024</b>
<b>Christmas Day</b>	<b>Wednesday</b>	<b>December 25, 2024</b>
<b>New Year's Day</b>	<b>Wednesday</b>	<b>January 1, 2024</b>

**TOWN COUNCIL MEETING MINUTES**  
**Monday, October 16, 2023**  
**5:00 P.M.**

**I. ROLL CALL**

A regular meeting of the Jamestown Town Council was held on October 16, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, and Randy White. Erik Brine joined the meeting via Zoom at 6:56 p.m.

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Public Works Director Michael Gray, Town Planner Lisa Bryer, and Town Clerk Roberta Fagan.

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

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

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

**III. EXECUTIVE SESSION- BOARD OF WATER AND SEWER COMMISSIONERS**

- A) Review, Discussion, and/or Action and/or Vote in Executive Session and/or Open Session pursuant to RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation: CLP TRUST – 2016, by and through its Trustee, Joseph R. Paolino, Jr., vs. Town of Jamestown, C.A. No. 1:22-cv-00339.

**IV. THE BOARD OF WATER AND SEWER COMMISSIONERS RECESS FROM THE EXECUTIVE SESSION AND THE TOWN COUNCIL CONTINUES THE OPEN SESSION.**

A motion was made by Vice President Meagher to adjourn from the Executive Session, seal the minutes, and recess the Board of Water and Sewer Commissioners at 5:56 p.m. with a second by Councilor M. White. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

It was announced that no votes were taken.

**The Town Council reconvenes the regular meeting.**

**V. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council conducted interviews with the following individuals:**

Jennifer Thran was interviewed for the Board of Canvassers- Republican Alternate vacancy.

Mark D'Arezzo and Marla Romash were interviewed for the Discover Newport vacancy.



Karl Seelig, Tom Alexander, and Jim Archibald were interviewed for the Harbor Management Commission vacancy.

## **VI. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:34 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

A motion was made by Vice President Meagher with a second by Councilor M. White to reconvene as the Town Council Sitting as the Board of Water and Sewer at 6:34 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## **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
  - 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 recesses from sitting as the Board of Water and Sewer Commissioners**

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn from sitting as the Board of Water And Sewer Commissioners. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye (joined at 6:56 p.m. via Zoom); Councilor M. White, Aye; and Councilor R. White, Aye.

#### **VIII. OPEN FORUM**

- A) Scheduled request to address – none.
- B) Non-scheduled request to address- none.

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

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

A motion was made by Vice President Meagher with a second by Councilor M. White to reinstate the Jamestown Tick Task Force, to advertise new membership and encourage resident participation. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

A motion was made by Vice President Meagher with a second by Councilor M. White to re-open the public hearing continued from October 2, 2023. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 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 (ROW), duly advertised in the September 21<sup>st</sup> edition of the Jamestown Press and continued from the October 2, 2023 Public Hearing.

Town Administrator Mello summarized the first meeting that took place on October 2, 2023, where he was tasked to investigate the Town's liability and maintenance plan agreement:

1. A detailed cabling plan has not been submitted as of October 16, 2023.
2. Licensed arborist to review the Tree annually.
3. Transfer of liability in the event the Rosati's sold property

It has been determined liability exposure for the Town still exists. Mr. Rosati cannot provide a release for the Town's liability.

Joseph Rosati, 173 Seaside Drive, requested the Town Council and Town staff to "wait and see" until the spring of 2024. He explained the planned pruning will remove two-thirds of the Tree, coupled with the cabling, will help relieve some stress on the Tree.

Susan Little, Seaside Drive, stated there is potential damage to her property if the Tree remains.

Allen Sexton, Seaside Drive, asks the Town Council to take his safety/visitors' safety and well-being into consideration.

John Russo, 168 Seaside Drive, for the record, does not agree with statements made on October 2<sup>nd</sup>, that he wants the Tree removed to improve his water view. His concern is for the health and safety of individuals, other trees, and adjacent structures.

Vice President Meagher stated she would like to wait and see at the Rosati's expense. She would like to try to save the tree first before removal.

President Beye, as a business owner you have to prepare for the worst. She stands in solidarity with Tree Warden Saracino and favors the removal of the Tree. On a positive note suggested planting a new tree and watching it grow.

Councilor M. White has viewed the Tree. He would be in favor of delaying removal; cabling the tree first, monitoring the tree, and reassessing in the spring of 2024.

Councilor R. White stated he agrees with President Beye and this is a question of safety. Tree Warden Saracino determined that the Tree was hazardous. Although, on a practical and legal matter, the appeal before the Town Council is "de novo", a new appeal regarding the outcome of the Tree.

Councilor Brine commented he is very conflicted. This is a matter of safety and tree preservation. He suggested placing hazard warning signs in the ROW, taking the necessary steps to preserve the tree at the Rosati's expense, and reassessing the tree in the spring of 2024.

Solicitor Peter Ruggiero reminded the Council the Tree is a "known dangerous condition", and doesn't relieve the Town of personal or private property damage liability.

Susan Little, 155 Seaside, reiterated the Tree Warden has already determined the Tree is a hazard, the trunk is rotten and six months will not make a difference. Limiting access to the ROW will inevitably push the public onto her private property.

The question is whether the Tree should come down right now or allow the Rosati's to follow through with their offer, Vice President Meagher stated.

John Russo, 168 Seaside Avenue, the Tree Protection & Preservation Committee, and the Tree Warden have ruled to remove the Tree. There is risk and limited use of the ROW because of the Tree.

A motion was made by Vice President Meagher with a second by Councilor M. White to (1) allow the Rosati's to comply with the pruning/cabling plan, (2) reassess the Tree in the spring of 2024, and (3) place warning signs in the ROW to mitigate risk. Vote: President Beye, Nay; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Nay.

A motion was made by Vice President Meagher with a second by Councilor M. White to convene as the Town Council sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the one-day Class F liquor license for the Jamestown Arts Center scheduled for 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. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 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

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the one-day Class F liquor license for the Jamestown Yacht Club scheduled for October 20, 2023. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor R. White to adjourn from sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 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: Staff are finalizing the online registration process this week. Additionally, inspections have been scheduled to begin 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.
  - 2) Beavertail Lighthouse Ceremony to recognize the transfer of Beavertail Lighthouse and property: GSA along with RIDEM has 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<sup>th</sup>. 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.
  - 3) 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 need revisions. Staff are working to develop a recommendation to the Town Council.
  - 4) Code Enforcement Officer announcement: Joseph Kaufman, the newly hired 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.

## 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.

**Discussion ensued.**

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A joint meeting of the Town Council and Planning Commission will take place on Wednesday, November 1<sup>st</sup> at 7 p.m. Consultant Horsley Witten will make a presentation on the recommended amendments to the Zoning Ordinance.

## 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

A motion was made by Councilor R. White with a second by Vice President Meagher to appoint Jennifer Thran as the Republican Alternate to the Board of Canvassers for the six-year unexpired term ending March 2029. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Marla Romash to Discover Newport, with a three-year term ending September 1, 2026. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

A motion was made by Councilor R. White with a second by President Beye to appoint Tom Alexander to the Harbor Management Commission for an unexpired three-year term ending December 31, 2025. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

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

## 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

Communications were acknowledged.

#### **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**

A motion was made by Councilor M. White with a second by Councilor R. White to adjourn at 8:20 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; ad Councilor R. White, Aye.

Attest:

Roberta J. Fagan, Town Clerk

**Town Council and Charter Review Committee Joint Work Session Minutes**  
**Tuesday, October 17, 2023**  
**5:30 p.m.**

**I. ROLL CALL TOWN COUNCIL MEMBERS**

A special meeting of the Jamestown Town Council was held on October 17, 2023. Town Council Members present were as follows: Mary Meagher, Michael G. White, Randy White, and Erik Brine. Nancy A. Beye was absent.

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, and Town Clerk Roberta Fagan.

**II. ROLL CALL CHARTER REVIEW COMMITTEE MEMBERS**

Charter Review Committee members in attendance: Jim Rugh, Sav Rebecchi, and Job Toll.

**III. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Town Council Vice President Meagher called the special meeting of the Jamestown Town Council and Charter Review Committee to order at 5:40 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

**IV. Joint Town Council and Charter Review Committee Work Session**

- A) Review and Discuss amendments to the Town of Jamestown Charter as recommended by the Charter Review Committee to the Town Council.

Vice President Meagher made opening remarks. She served as the Town Council liaison to the Charter Review Committee. The Committee worked collaboratively and Vice President Meagher thanked the members for their thorough and thoughtful input.

Solicitor Peter Ruggiero explained the process by which the Town Council appoints a Charter Review Committee to review the Charter. (see attached Article XII.- Amendment of Charter). Within 9 months of appointment, the committee shall submit to the Town Council a report with its recommendations for amendments, additions, and/or deletions. This evening the Town Council will receive that report, and schedule a meeting in the future to advertise a Public Hearing to consider approval of the recommended amendments, and/or make additional recommendations and/or amendments for Charter revisions. No later than July of 2024, a digest or description thereof or any statement of the question(s) as it will appear on the ballot, must be approved by the Town Council.

Charter Review Chairperson Jim Rugh gave an overview of the Final Report to the Town Council (attached), highlighting the “low-hanging fruit” suggested amendments, a total of 11 recommendations.

A lengthy discussion ensued regarding partisan vs. non-partisan elections (Recommendation 2-4 Sec. 201, 501, 406).

The Hatch Act prevents Federal Employees from running in a partisan election. Councilor Brine has personal knowledge of two individuals who wanted to run in a past partisan election but were

restricted due to the Hatch Act. He asked a clarifying question whether a Primary election would be required in a non-partisan election.

Sav Rebecchi answered that would be a choice of the Town Council.

John Murphy, 65 Hamilton Avenue, expressed his opinion on the benefits of identifying a candidate on the ballot as Republican or Democrat. It helps the voter identify with the candidates. Choosing an affiliation represents your values. He would recommend the Town Council not change this.

Jane Gilgun, 19 Sky Sail, commented political affiliation is important. She agrees with many of John Murphy's statements. Ms. Gilgun warned of the risks of not being able to identify a candidate by their party affiliation.

Dennis Webster, 22 Mt. Hope Avenue; asked if Town political committees would be able to endorse a candidate in a non-partisan election. He also questioned if Town political committees would still be able to fundraise, spend, and do financial reporting on behalf of a candidate. How are non-partisan elections going in other towns?

Vice President Meagher asked if an unaffiliated candidate has a local political committee fundraise, obtain nomination signatures, etc. Taking care of campaign finance is a lot of work, stated Vice President Meagher.

Joseph Cannon, Capstan Street, echoed the request of Dennis Webster to poll other municipalities that have non-partisan elections. It would be valuable information on the progress and effectiveness of non-partisan elections. As far as the State ballot, would the party affiliation still appear on the ballot?

Anne Livingston, Racquet Road, Chair of the Jamestown Democratic Committee. She also agrees with John Murphy's statements. Her main reason for opposing a non-partisan election is, party affiliation guides a voter. Middletown Town Administrator Shawn Brown has observed that the result of their non-partisan election has pitted one geographic area against another. Lastly, Town Committees assist in completing campaign reporting, obtaining nomination signatures, and recruiting the best possible candidates to run for office.

John Murphy spoke to Sec 406, requiring 20% of voters present to go to a paper ballot. The process has been working very well, and he would be opposed to changing the process.

Sav Rebecchi has been recording the Financial Town Meeting (FTM) for many years. It has been his personal experience listening to voters, they "feel" intimidated by the current process of raising their hand to go to a paper ballot at the FTM.

Jim Rugh explained the intent of an amendment to Sec. 406. Voting by ballot would only apply to budget items over 1 million dollars.

Councilor R. White stated he also feels the FTM voting process is effective. If intimidation is due to public speaking that is different from being intimidated by a person, etc. The Town Council vets the budget at several workshops months in advance of the FTM.

Councilor M. White, the FTM is the last bastion of the democratic process. He would not be in favor of a paper ballot requirement as recommended. Voters hesitant to raise their hands to vote may be more perception or optics.

Sav reminded the Town Council that one consideration for the Charter Review Committee was an all-day referendum vs the current FTM meeting. The paper ballot for items over \$1 million was an alternative the Charter Review Committee was comfortable recommending.

Discussion continued on the feasibility and time requirements for a paper ballot requirement at the FTM.

Recommendation 5-6 Sec 212 and 503 Vacancies: Jim Rugh explained if a vacancy occurs on either the Town Council and/or School Committee, the Town Council would select a qualified candidate vs the next highest vote-getter.

Recommendation #7 Sec 216 Procedures for adopting ordinance: regarding the requirement to publish a new or amended ordinance in its entirety. The Charter Review Committee recommends a digest or description to be published.

Recommendation #8 Sec 301. Appointment and Qualifications: related to the appointment of the town administrator. In light of the current housing conditions, the Charter Review Committee recommends residency requirements be expanded from six months to twelve months.

Recommendation #9 – Sec 409. Building: the Charter Review Committee recommends “zoning” be deleted from the required supervision and enforcement duties for the Building Official, and adding the wording that states the Building Official may also serve as the zoning enforcement official.

Recommendation #10 – Section 1104 Public Notice, housekeeping changes to update correct section references.

Recommendation #11 – Sec. 1201, Charter revision committee - clarify the two types of Charter Review committees and the required date of full review.

## **V. OPEN FORUM**

- A) Scheduled request to address- none.
- B) Non-scheduled request to address- none.

## **VI. ADJOURNMENT CHARTER REVIEW COMMITTEE**

A motion was made by Jim Rugh with a second by Sav Rebecchi to adjourn at 6:55 p.m. Vote: Jim Rugh, Sav Rebecchi, and Job Toll. Vote: Jim Rugh, Aye; Sav Rebecchi, Aye; and Job Toll, Aye.

## **VII. ADJOURNMENT TOWN COUNCIL**

A motion was made by Vice President Meagher with a second by Councilor R. White to adjourn at 6:55 p.m. Vote: Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

**Attest:**

Roberta J. Fagan, Town Clerk

Mary E. Meagher  
23 Melrose Avenue  
Jamestown, Rhode Island  
02835

July 6, 2023

To my fellow Town Councilors and Members of the Charter Review Committee,

I had the good fortune of serving on the current Charter Review Committee, whom I believe will be coming before you on July 11, 2023 to present the product of their research, discussions, and review. Unfortunately, I will not be at this meeting, so I wanted to introduce the committee to you as I might if I was present. I would ask that someone please ensure that this goes into the record or, at the very least, provide a means for the Committee to hear it.

Because it was a great committee!!! It performed its work efficiently, thoroughly, and clearly. There was plenty of discussion (I fear I contributed to that) and the group was not shy about entertaining varied opinions. I realized after a couple of meetings that we had a group that represented a cross-section of involvement in and familiarity with town government. I had requested to serve on the committee because having served on the Council, I knew of some dilemmas that the current charter poses. Moreover, I had watched other committees grow fractious with differences of opinion and in these fractious times, I feared that could happen. I need not have worried. This committee was a model of decorum and indeed very pleasant.

Jay Sisson and Lucia Marshall had not served on a town committee before, though each brought a commitment to this community that was deeply felt. They also brought fresh perspectives and insight to a document with which the rest of us had perhaps too much familiarity. Jay's work with the Recreation Department and Jamestown Soccer Association gave him a practical bent toward what issues might be addressed. Lucia's fresh approach to the charter ensured that anything might be given consideration. She particularly should be commended for improving the grammar and syntax of not just our proposals, but also some parts of the current charter.

George Souza and Job Toll are veterans of previous committees. George served for many years on the Conservation Committee and I think as its liaison to Harbor. Job has served on the Beavertail Committee and currently serves on the Affordable Housing Committee. (I think he has served on one other committee but I apologize that I cannot name it.) George's experience with the Harbor Commission proved very helpful in our consideration of that part of the charter. And Job's experience showed when he volunteered to be that person every committee needs: the guy who will do the grunt work and take minutes. They brought to our efforts not just experience but also a wisdom that, in some cases, suggested "If it ain't broke, don't fix it" or "maybe we don't want to open that can of worms."

Our chair and vice chair each had a lot of experience with Charter Review and it showed. Sav Rebecchi, our Vice Chair, was indefatigable in his research. He provided us with the history of the Charter and its changes and with what other cities and towns had done in similar situations. He was a terrific resource. Sav prompted much of our discussion by offering ideas and possible changes, some of which are included in our proposals. But I was equally impressed by his equanimity when some of his ideas were not included. That kind of patient contribution and cooperation makes for a great committee member.

And our chair, Jim Rugh, was equally indefatigable in keeping us on track, in organizing our responses, and in producing this final document. He did so with an even-handedness that I admire greatly. Jim was well

suited to this role. He presented the questions clearly, listened, reflected, would sometimes respond with his opinion but just as often not, and kept the process moving. At the same time, he allowed us to circle back to issues we had discussed earlier, which I think is very important to do with such an important document. Consequences were considered and our language became clearer and the product much better.

I thank all of the members for their efforts. Jamestown is a very lucky place to have such capable people who are willing to serve their community and do so with such skill.

All the best,

Mary Meagher



## Town of Jamestown 2022-2023 Jamestown Charter Review Committee

### Final Report to the Town Council

The 2022-2023 Town Charter Review Committee consisting of seven (7) voting member: James Rugh, Chairman; Sav Rebecchi, Vice Chairman; Job Toll, Secretary; Lucia Marshall; Mary E. Meagher; James (Jay) Sisson; and George Souza was charged with reviewing the Charter to determine if there are any changes needed. The Committee met bi-weekly and researched and discussed various possible Charter changes. Our eleven recommended changes are presented to the Council for consideration.

In this report recommended text changes are highlighted, additions are underlined, and deletions are struck through. Identical changes to multiple sections are presented together.

#### **RECOMMENDATION 1**

In November 2020 voters in Rhode Island passed a ballot measure to drop the words "Providence Plantations" from the official state name. We recommend that the preamble be changed to conform to the current official state name.

#### **PREAMBLE**

The people of the Town of Jamestown, in order to secure the right of self-government in all local matters, pursuant to the provisions of the constitution of the State of Rhode Island ~~and Providence Plantations~~, do adopt and establish this Charter.

#### **RECOMMENDATION 2**

After considerable research and discussion, the committee recommends the Town move to non-partisan elections for the Town Council, School Committee and Town Moderator. Several other Rhode Island cities and towns have moved to non-partisan local elections (the Town has no control over state and Federal elections) including Newport and Middletown, to name just two.

#### **Sec. 201. - Number, selection, term**

The town council shall consist of five members elected from the town at large, each to serve for a term of two years or until a successor is elected and qualified. The regular election of council members shall be held on the first Monday of November



in even-numbered years, beginning November 2012. The names of all candidates for town council who shall have qualified to appear on the ballot shall be listed ~~under their respective~~ without party designations (in the order determined by the board of canvassers by the drawing of lots). Each elector shall vote for no more than five candidates for town council, and the five receiving the greatest number of votes shall be declared elected.

**PLEASE NOTE:** Under the Jamestown Town Charter, sections 601 and 602, primary, general, and special elections and the authority granted the canvassing authority are governed by Rhode Island General Law 1956, §§ 17-1-1 et seq, 17-8-1 et seq., and 45-4-1et seq. The Committee suggests that the Town Solicitor be consulted to determine if further additions to the Charter may be needed to move to local non-partisan elections. For this reason, we suggest the 2022-2023 Town Charter Review Committee not be discharged until the Town Solicitor makes his report, in case additional changes to the Charter are needed.

### **RECOMMENDATION 3**

This recommendation mirrors recommendation 2 and would make local school board elections non-partisan.

#### **Sec. 501 – School committee membership.**

There shall be a school committee of five members, each of whom shall be elected at large from the town by the electors of the town of Jamestown at the regular town election to serve for a term of four years and until the successor is elected and qualified. The names of all candidates for the school committee who shall have qualified to appear on the ballot shall be listed ~~under their respective~~ without party designation (in the order determined by the board of canvassers by the drawing of lots). Those persons receiving the greatest number of votes for an office, not exceeding the number of persons to be chosen for the office, shall be declared elected to office. All members of the school committee in office at the time this Charter is adopted shall continue to hold office until their normal terms have expired.

### **RECOMMENDATION 4**

We are recommending two changes to section. 406. The change in the first paragraph would mirror recommendations 2 and 3 and would make the Town Moderator election non-partisan.

Currently, at the Town Financial Meeting the Town Moderator can call for a ballot vote on any issue. Voters at the meeting can make a motion from the floor to vote by ballot. We believe many voters are reluctant to take a public position or to speak publicly at this meeting. Our recommendation is to require a ballot vote on the expenditure of money or the incurring of liability in excess of \$1 million. This limit would exempt most bond issues. Had this been in effect at the 2023 Town Financial Meeting it would only have required a ballot on the Town and School budgets. Other cities and towns have a similar provision and we believe many registered voters will support this change.

**Sec. 406. - Town moderator.**

There shall be a town moderator, who shall be elected at the regular town election without party designation and shall have those powers and perform those duties prescribed now or in the future by the constitution and laws of the state not inconsistent with this Charter. In the event that the office of the town moderator becomes vacant during the term of office, the town council will appoint a replacement until the next regularly scheduled election.

The moderator of the Town Financial Meeting shall upon a motion being made and seconded, relative to any business before such meeting, after having heard all the registered voters thereon who shall be desirous of being heard, cause the votes of the registered voters present to be taken thereon. Whenever any question involves an expenditure of money, or the incurring of liability in excess of \$1 million by the Town, or the disposition of Town property in excess of \$1 million, that vote shall be taken by ballot.

**RECOMMENDATION 5**

Under section 212, when a member of the Town Council leaves the council because they cease “to meet the qualifications established in section 202” (must be a qualified elector, a residents of the Town, and hold no other public office or employment in the service of the town) the Council appoints the next higher vote getter. However, there may be no next higher vote getter or that person could have only received a few votes. In addition, section 212 does not address when a Council members resigns for other reasons. We recommend eliminating the current wording and replacing with wording allowing the Town Council to fill an open position with a “qualified person.”

**Sec. 212. - Vacancies.**

~~Vacancies shall be said to exist when any member ceases to meet the qualifications established in section 202. If such a vacancy occurs in the membership of the town~~

~~council, the remaining members of the town council shall appoint the next highest vote getter to fill the vacancy until the next regularly scheduled biennial election.~~

If a vacancy occurs in the membership of the council, for whatever reason, the remaining members of the council shall select a qualified person to fill the vacancy until the next regularly scheduled state or town election, at which time the electors shall elect a qualified person to complete any unexpired portion of the term.

## RECOMMENDATION 6

Section 503 outlines the process to follow when a member of the School Board leaves the Board. The process is similar to that now followed when a vacancy occurs on the Town Council. The same concerns apply and we recommend mirroring changes recommended to section 212.

### Sec 503 – Vacancies.

~~Any vacancy in the membership of the school committee shall be filled by the town council by the next highest vote getter from the most recent election and so on until someone fills the vacancy until the next regular town election, when the office shall be filled for the unexpired term thereof. Should there be no next higher vote getter or if none of the vote getters be willing to serve then the council shall appoint a member, pursuant to the laws of the State of Rhode Island.~~

If a vacancy occurs in the membership of the school committee, for other than the expiration of the member's term, the town council shall select a qualified person to fill the vacancy to serve until the next regularly scheduled state or town election, at which time the electors shall select a qualified person to complete the unexpired portion of the term.

## RECOMMENDATION 7

We are recommending changes to section 216 that would allow a "digest or description which substantially expresses the purpose or identifies the subject matter" of a proposed ordinance or amendment to be published in a general circulation newspaper rather than the full text. This is permitted by state law and would result in significant savings to the Town. Many of today's ordinances/amendments are complex, for example the short-term rental ordinance. These can run multiple newspaper pages and cost thousands of dollars per insertion. If this recommendation is adopted a more concise digest of the ordinance or amendment could be published. So that Jamestown voters can read and understand the ordinance/amendment we recommend making it

clear that the full text must be posted on the Town web site and available for public inspection at the Town Clerk's Office.

**Sec. 216. - Procedure for adopting ordinance.**

An ordinance or amendment to an existing ordinance may be introduced by any member at any regular or special meetings of the town council. Upon introduction of any ordinance or amendment to an existing ordinance, the town clerk shall distribute a copy to each town council member and to the town administrator; shall file a reasonable number of copies in the office of the town clerk and shall publish the ordinance or amendment. It shall not be necessary for the full text of an ordinance or amendment to an ordinance to be published. The Council may approve a digest or description which substantially expresses the purpose or identifies the subject matter. Following the publication by at least seven days, the town council may adopt the ordinance with or without amendment or reject it, but if it is amended as to any matter of substance, the town council may not adopt it until the ordinance or its amended sections have been subjected to all the procedures hereinbefore required in the case of a newly introduced ordinance. As soon as practicable after adoption of any ordinance, the town clerk shall have sufficient printed copies of the ordinance or amendment available at the town hall.

As used in this section, the term "publish" means to print in one or more newspapers of general circulation in the town. The full ordinance or amendment shall be posted and to post on the town's website: (1) the complete ordinance or amendment and (2) the places where copies of it have been filed and the times when they are and shall be made available at the Town Clerk's office for public inspection.

**RECOMMENDATION 8**

Section 301 deals with the appointment of the town administrator. Candidates are permitted six months to become a resident of the state of Rhode Island. Finding suitable housing in Rhode Island is becoming more challenging. In light of current housing conditions, we recommend expanding this time to twelve months.

**Sec. 301. - Appointment and qualifications.**

The town council shall appoint a town administrator for an indefinite period of time, based solely upon the executive and administrative qualifications of the applicant, as outlined by generally accepted professional standards. The town administrator need not be a resident of the town or state at the time of appointment, but must

become and remain a qualified elector and resident of the state within ~~six~~ twelve months after appointment, unless an extension is approved by town council. The relationship between the town and the town administrator shall be contractual and not that between a municipality and a civil officer.

## RECOMMENDATION 9

Currently the building official may serve as the minimum housing inspector, a position mandated by state law. The building official is also responsible for supervision and enforcement of ordinances relating to buildings, zoning, trailer parks and other matters. We feel that zoning enforcement is a critical function and should be more prominent. We recommend that "zoning" be deleted from the list of supervision and enforcement duties and that wording be added that states he may also serve as the zoning enforcement official.

### **Sec. 409. - Building.**

There shall be a building official who shall be nominated by the town administrator with the approval of the town council and shall be responsible for the supervision and enforcement of ordinances relating to buildings, ~~zoning~~, trailer parks and other matters assigned to the building official pursuant to law. The building official may also serve as the zoning enforcement officer and the minimum housing inspector. In the absence of a town engineer, the building official shall be responsible for the custody and proper maintenance of engineering records including surveys, plans, maps and the like, pertaining to town property and projects.

## RECOMMENDATION 10

We are recommending two housekeeping changes to section 1104 which requires that the Town budget and capital budget be printed and available 14 days in advance of the financial town meeting. In 2002 sections 223 and 224 were deleted and replaced with section 1102 and 1103. At the time section 1104 was not corrected to indicate the proper sections. For the sake of accuracy, we recommend these changes be made to section 1104.

### **Sec. 1104. Public notice.**

The recommended budget (section ~~223~~ 1102) and capital budget as provided in section ~~224~~ 1103 shall be printed and available to the public at least 14 days preceding the annual financial town meeting.

## RECOMMENDATION 11

Our final recommendation is to clarify in section 1201 that there are two types of charter reviews. A full review which by the current charter occurs every six years, and a special review that can take place as needed (the most recent special review took place in 2020 to update section 219 – Initiative Petition). The committee felt that there could be confusion regarding the date of full review since it could be a year or more from the call for a committee to the submission of a final report. To eliminate any question, our recommendation is to make the appointment of the next full charter review committee September 1, 2029 and full reviews every six years from that date. (September 1 was selected as it would allow the committee to meet during the fall/winter/spring and avoid the summer with it can be a challenging getting a quorum).

### Sec. 1201. - Charter revision committee.

~~The town council shall appoint a charter review committee to review this Charter whenever it is deemed necessary but not longer than six years from the previous review.~~ The town council shall appoint a special charter review committee whenever it is deemed necessary. The council shall appoint a full charter review committee beginning September 1, 2029, and every six years from that date. The Town Clerk shall inform the Council no less than six months before the next Full Review to begin the process of review committee selection. Said full review committee shall within nine months of its appointment submit to the town council a report with its recommendations for amendments, additions or deletions.

Submitted by the 2022-2023 Jamestown Charter Review Committee:

James Rugh, Chairman  
 Sav Rebecchi, Vice Chairman  
 Job Toll, Secretary  
 Lucia Marshall  
 Mary E. Meagher  
 James (Jay) Sisson  
 George Souza

July 11, 2023



## ARTICLE XII. - AMENDMENT OF CHARTER

## Sec. 1201. - Charter revision committee.

The town council shall appoint a charter review committee to review this Charter whenever it is deemed necessary but not longer than six years from the previous review. Said review committee shall within nine months of its appointment submit to the town council a report with its recommendations for amendments, additions or deletions.

(Amend. of 11-5-2002, § XII)

## Sec. 1202. - Separability of provisions of Charter.

If any provision of this Charter is held invalid, the other provisions of the Charter shall not be affected thereby. If the application of the Charter, or any of its provisions, to any person or circumstance is held invalid, the application of the Charter and its provisions to other persons or circumstances shall not be affected thereby.

(Amend. of 11-5-2002, § XII)

## Sec. 1203. - Form of ballot and procedures.

It shall not be necessary for the full text of the Charter or of amendments to the Charter to be printed on the ballot. Any digest or description thereof or any question or statement which substantially expresses the purpose, or identifies the subject matter to be voted upon shall be sufficient. When any question is to be submitted to the voters, the town council shall approve the statement of the question, as it shall appear on the ballot. A copy of the full text of the Charter or amendments shall be posted in each polling place, at the office of the town clerk and such other places as may be designated by the board of canvassers. All proposed amendments shall have a public hearing. Should two or more amendments adopted at the same time have conflicting provisions, the one receiving the largest affirmative vote shall prevail. The sections of any amendments added to this Charter shall be appropriately numbered by the town clerk and inserted in their appropriate places.

(Amend. of 11-5-2002, § XII)

**Town Council and Planning Commission  
Joint Work Session  
Jamestown Town Hall  
Rosamond A. Tefft Council Chambers  
93 Narragansett Avenue  
Wednesday, November 1, 2023  
7:00 pm**

I. Roll Call Town Council Members

President Nancy Beye said that all Town Council Members were present

II. Roll Call Planning Commission Members

Chair Swistak said that all Planning Commission members were present except Dana Prestigiacomio

III. Call to Order, Pledge of Allegiance

The meeting was called to order at 7:04 pm.

IV. Joint Town Council and Planning Commission Work Session

A. Review and Discuss amendments to the Town of Jamestown Zoning Ordinance – Code of Ordinances Chapter 82

1. Presentation by Jeff Davis, Horsley Witten Group, Zoning Consultant  
Jeff Davis for Horsley Witten gave a presentation (see attached)
2. Project information and proposed amendments

Vice President Meagher recognized that there were members of the Jamestown Affordable Housing Committee in the audience. She invited Bob Plain, Chair, to speak.

Bob Plain of 18 Calvert Place, spoke to the Council and Commission. The JAHC sent the Town Council a memo regarding ADUs. He addressed three changes proposed in the memo.

1. Remove the provision that one of the units has to be owner-occupied.
2. Remove that no ADUs can be larger than 50% of the main dwelling size.
3. ADUs should be allowed in Commercial Downtown District for residentially developed properties.

Commissioner Swistak said that Bob Plain has been to Planning Commission meetings. The Planning Commission is charged with protecting the rural character of Jamestown. The Planning Commission went into writing this section of the Town Ordinance cautiously. The State enacted laws that make ADUs available to almost everyone by right. This is a big change to our rural character. We need to ease into ADUs and consider water usage, density, and change of neighborhood. It is the time to be deliberate.

Councilor Randy White said that he can think of a primary residence on Marine Avenue that isn't more than 800 sq. ft. This would limit them to a 400 square foot ADU. He was concerned that it is impacting those we may want to help most.



Joint Town Council & Planning Commission Work Session  
November 1, 2023  
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Commissioner Swistak said that lot size and calculations can only be so big based on the size of the primary structure. He said that a small size house should be allowed to apply for a special permit.

Vice President Meagher said that she disagrees with Swistak because she doesn't agree with the notion that Jamestown has rural character.

Commissioner Cochran said that the situation is complicated because it is about density and water supply. The lot size and coverage may be more valid. He gave an example of a 1,200 sq ft house with 600 sq. ft ADU.

Commissioner Pendlebury said that the State legislation was not written to conform to Jamestown and its rural character. Do we want the density that the State Law says we should have? Can we support the increased density with our water supply? We need to take the first steps very carefully.

Vice President Meagher said that the town has constraints due to water and therefore number of people, and these are permitted by right. The Town can regulate with water and zoning restrictions.

Commissioner Cochran asked about the water plan. Vice President Meagher said the Town Council is the Water Board. Commissioner Cochran said that new water usage goes under the radar.

Vice President Meagher said that lot coverage is an issue because there are McMansions built on big lots with an 18,000 sq. ft house and a huge footprint.

Lisa Bryer, Town Planner, said that the Town adopted Accessory Family Dwelling Units (AFDU) in 2014. AFDUs got off to a slow start. The intent of the ordinance has been accomplished and most of the AFDUs built are truly for family members. However, during COVID residents wanted to have an accessory structure with an office and a kitchen. Bryer thinks that ADUs are going to be popular. In the ordinance, ADUs are required to be rented for 12 months and cannot be used as a Short-Term Rental.

Bryer explained that ADUs on only residentially developed lots in the Commercial Downtown district are important because we do not want a separate structure being built on commercial lots or lots that have gone through Development Plan Review and have been master-planned. The CD district allows for mixed-use, multifamily units or a duplex.

The question was raised if there should be another standard for a house less than 1,000 sq. ft? Bob Plain said that the language clearly states an ADU must be subordinate to the primary dwelling. He gave the example of his property in East Greenwich which is almost 800 sq. ft and the ADU is 710 sq. ft. He is concerned if the ordinance makes it hard to build an ADU then people will turn property into Short-Term Rentals.

Joint Town Council & Planning Commission Work Session

November 1, 2023

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Commissioner Swistak told the Town Council that the Planning Commission did not look at how many lots can accommodate ADUs.

Councilor Brine asked about the restriction on solar as a principal use. Commissioner Pendlebury explained that solar cannot be the primary use of land so that big open spaces do not get converted into solar arrays. Solar can be used to support the uses of a lot.

Vice President Meagher discussed the commercial waterfront zones. Commercial waterfront west is very different from commercial waterfront east. Update the Use Table 6-1 and separate CWe and CWw into two different columns, not a combined column like it is currently.

Discussion of Lodging and STR. Vice President Meagher discussed definitions. There is a dilemma with STR encroaching on residential character and the peaceful enjoyment of one's property. Lodging by definition is commercial. STR is not defined in the Zoning Ordinance, it is a separate ordinance in the Code of Ordinances (for enforcement purposes). Councilor Enright noted that if it is used in the STR ordinance, the definition should be included in that ordinance.

Discussion over the next steps ensued. President Beye would like to have another workshop. Councilor Randy White asked if they could make the tweaks and then hold a public hearing. Vice President Meagher asked if a public hearing could be held and make the tweaks at the hearing. Councilor Mike White believes we need to move this to a public hearing. Town Solicitor Peter Ruggiero said to settle on the version that you want to submit to the public and have a public hearing on the version that you are ready to vote on.

Councilor Randy White asked if solicitors have been involved in the process. Commissioner Swistak said that Wyatt Brochu attends all the Planning Commission meetings. Ursillo, Teitz, and Ritch completed a legal review of the Zoning amendments with the Horsley Witten Group.

#### V. Open Forum

President Beye opened the floor up for public comment.

Christian Infantolino, Esq of 28 Reservoir Circle spoke on the following points:

1. Section 82-104 Definitions:
  - Substantial Modification: What is the process for determining 50% replacement cost? (i.e. your cost may be different from my cost). Who is the authority deciding if it meets the 50% requirement? What is the standard for the 50% replacement?
  - Patio: There is no definition for Patio. This becomes an issue with Lot coverage and setbacks. If a patio is elevated does it count as coverage? What is the difference between a deck and a patio (setback and coverage)?
2. Article 7
  - Section 82-700 Accessory Structures (D): This provision puts an absolute ban on accessory structures in front yards. Infantolino stated that he is curious as to why we need this prohibition, especially because there are exceptions for waterfront property and there are many homes on the island that are not waterfront but also have accessory structures in the

## Joint Town Council &amp; Planning Commission Work Session

November 1, 2023

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front yard. Also, we already have dimensional requirements for accessory structures, which is the control mechanism, and if a variance is needed, then it can still be obtained so long as it meets the criteria. An absolute ban is not necessary and the dimensional regulations should govern the location.

- Height Language for Accessory Structures: The 5' difference language is very confusing, especially because there are already dimensional regulations in the dimension table.
  - Section 82-703 Swimming Pools: The language of this provision is still confusing and it is hard to tell where to measure the setback, the fence, the playing surface, etc. If the playing surface, then what is the playing surface? The lines, the hardtop?
  - Section 82-706 (4): What is the purpose of the 10' setback if the vehicle is located on the property? If the vehicle or trailer is in a driveway, why does it need to be pushed in 10'? Why can cars park directly on the property line, or even on the street, but my trailer needs to be pushed back 10', especially if it is in a private driveway?
3. Article 8
- Section 82-800 J(1) (c)(D): High groundwater: These provisions create new criteria that an applicant will need to provide evidence for on the record to obtain the Special Use Permit. How is an applicant supposed to know what the "availability and capacity of existing and planned public and or private service facilities."? There is no way for an applicant to provide this kind of testimony.
  - Same sections creating extra criteria: What "goals and patterns of land use" are being referred to in these criteria? Where in the comp plan does it lay out the criteria and plans for the high-ground water district?
  - Section 82-800(K)": Infantolino said that this needs the most attention and is likely to be completely removed in its entirety. This provision is trying to make a dimensional variance a "USE" variance (i.e. under this provision a house in the shores that wants to put a one-foot expansion on its deck will not be able to do so because it is virtually legally impossible to obtain a use variance). The standard to obtain a USE Variance is "No other beneficial use." If you cannot prove this, and it is very rarely proven, you will not get the variance. Also, this section refers back to subsection G. Subsection G is not a use prohibition, rather it is merely a prohibition section and not a prohibition on USES.
4. Article 10
- Section 1004.3: This provision now makes every single application for a special use permit to obtain a planning commission recommendation prior to moving to zoning. This is extremely burdensome to both the applicant and the Town. This also adds at least another 3 weeks to an applicant's process, at a minimum from a procedural standpoint. This also begs the question if the applicant is now going to get hit with 2 application fees and 2 mailing fees on top of the increased amount of time to get a permit.
  - Section 1007.1: Looks like a requirement for certified mail for notices. I believe that zoning has gone to regular USPS mailing. The mailing requirement for notices should be the same.
5. Article 11
- Section 82-1103.2(D): you account for waterfront lots in every district except for the R8 and R20. What about waterfront lots not in the overlay district?

Joint Town Council & Planning Commission Work Session  
November 1, 2023  
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6. ADU: Infantolino thinks that the Affordable Housing Committee made very good points. He thinks that it is extremely dangerous to leave the "max size" of the ADU to a variance. Although variances are part of the ordinance, if it is already known that there are issues, the Town should not just say "Well let's just settle and let the citizens apply for a variance." There are legal standards that are not met just because the Town wanted to put a smaller number and then tell the citizens to apply for a variance.

He believes that the Owner-Occupied requirement should be removed. This is virtually impossible to enforce and some of the properties are occupied as second homes, etc. He also believes that ADU should be allowed to be a minimum of 500 square feet for a 1 bedroom and 1000 square feet for a 2 bedroom. This is not a lot of space.

Chris Walsh of 15 Rosemary Lane asked why 6 hens regardless of lot size? Bryer said if you are a farm, then you have the state definition of farm and are not restricted. The 6 hens are for a residential lot.

It was decided that the Planning Commission will discuss the changes proposed tonight at their next meeting on November 15. The Planning Commission will submit recommended changes to the Town Council for their November 20 meeting. The Town Council will order it advertised at that meeting and set the Public Hearing in the second or third week in December.

VI. Adjournment Planning Commission

A motion to adjourn at 9:28 pm was moved by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

VII. Adjournment Town Council

A motion to adjourn at 9:28 pm was moved by President Beye and seconded by Councilor Randy White. All in favor.

Attest:

Carrie Kolb



# Jamestown Zoning Update

## Town Council & Planning Commission Work Session

November 1, 2023

7:00 – 9:00 PM

Jamestown Town Hall

## Let's Catch Up . . .

- A lot of work has been done over the past *6 years!*
- Today and next month, we remind the community what changes are proposed and why

## Brief Timeline

- Late 2017 – Project Kick Off.
- 2018 – 2019 – Worked with PC and Staff to discuss and draft all sections covered in our contract .
- October 2019 – January 2020 – First full draft - also dealt with other issues brought up by staff:
  - Keeping of Hens
  - Communications Towers
  - Other Staff housekeeping concerns
- March 2020 – Well, you know . . . the long pause began.

## Brief Timeline

- August 2021 – January 2022 - Legal review of current zoning and full redraft.
- June 2022 – March 2023 – Updates based on 2022 RI General Assembly changes, including ADUs and Cannabis.
- March and April 2023 – Planning Commission held public meetings on the full draft revisions.
- Summer 2023 – Final revisions approved by the Planning Commission.

## Tonight's Discussion

- Definitions
- Use Table
- R40/R80 Lot dimensions
- Accessory Structures
- Lighting
- Special Regulations
  - High Groundwater Table
  - Setbacks from freshwater wetlands
  - RR-200
- Development Plan Review
- Jamestown Village Special Development Overlay District

## Tonight's Discussion, cont.

- Use Performance Standards
  - Multi-family Dwellings
  - Accessory Dwelling Units
  - Bed & Breakfast
  - Cottage Development
  - Solar
  - Wind
  - Communications Towers
  - Chickens
  - Fishery Equipment
  - Underground Storage Tanks
  - Home Occupations
- Parking Regulations
- Sign Regulations
- LMI Housing

Plus, Housekeeping from  
2022 RIGL

## Definitions

Much "housekeeping" was done on this section

- A definition has been added for every use in the Table of Permitted Uses.
- Definitions have been updated to match current state and federal definitions/law, as relevant.
- Some definitions for archaic uses (like Guesthouses) have been deleted.
- Edits to make definitions consistent with changes to other sections of the zoning ordinance.
- Basic typos and text edits.

### Flood Plain Definitions

Definition for "height" changed per amendments made related to flood hazard areas in 2020



## Examples of Definition Additions

- Aquaculture
- Bioretention Facility
- Commercial Recreation Facilities
- Elevation
- Emergency Counseling Service
- Farm, Crop & Nursery
- Farm, Livestock
- Heavy Equipment Sales or Rentals





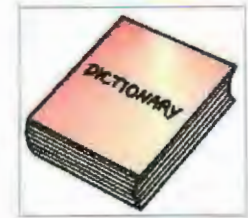
## Examples of Definition Additions

- Nursing or Convalescent Home
- Personal Services
- Principal Use
- Professional Office
- Recreation Hall
- Retail, General
- Substance Abuse Treatment Facility



## Substantial Edits to Existing Definitions

- Bioswale
- Building Height
- Day Care Center
- Frontage Line



## Table of Permitted Uses

### Much “housekeeping” was done on this section

- Some archaic uses have been deleted.
- Some names of uses have been changed to match the terminology used in Definitions.
- Some uses with identical or very similar use allowances have been combined (for example, Swimming pools, Recreation halls, and Tennis courts are now all “Commercial recreation facilities”).
- Use of recreational cannabis has been added to the list of prohibited uses along with all forms of medical marijuana, since Jamestown residents opted not to allow recreational cannabis uses in a vote in November 2022.

## R40/R80 Dimensions

- Currently, lots of 20,000 SF or less in the R-40 district can comply with the dimensional standards for the R-20 zone.
- A similar caveat has been added for the R-80 district . . .
  - Lots of 40,000 SF or less in the R-80 district can comply with the dimensional standards for the R-40 zone.

# Article 7 - Misc. Structure and Site Regulations

## New Section!

This is a new Article that compiles several existing sections and an expanded section on Lighting. Most have no substantive changes.

- Accessory structures
- Screening of residential areas
- Lighting
- Swimming Pools and Tennis Courts
- Newsracks
- Temporary/Portable Residential Storage Containers
- Parking or storage of commercial and major recreational equipment
- Storage of motor vehicles

## Accessory Structures

Lot Size	Maximum Size of Accessory Buildings
0 – 8,000 square feet	600 square feet
>8,000-20,000 square feet	700 square feet
>20,000 – 40,000 square feet	850 square feet <i>(now 900)</i>
>40,000 square feet	1,000 square feet <i>(now 1,200)</i>

Numbers edited to eliminate gaps ↑

SUP for accessory structures in excess of 1,000 square feet *(now 1,200)*

## Accessory Structures

In no case shall any accessory structures have a gross floor area which is greater than **50% of the above grade gross floor area** of the principal building.

*Now 50% of gross living area, above or below grade.*



2,000 SF Gross Floor Area  
 1,500 SF Above Grade Gross Floor Area  
 30,000 SF Lot  
 =  
 750 SF Accessory Structure (1/2 of 1,500)  
**Not 850 SF allowed in the chart**  
**Not 1,000 SF – 1/2 of 2,000 SF**

## Accessory Structures

HEIGHT: For principal buildings 1+ story in height, the height of an accessory structure is no more than 5 feet lower than the height of the principal building.

*Now, no taller than principal building.*



22 FT high principal building ←

17 FT high accessory structure →





## Lighting - Background

- State's lighting regulations only apply to lighting installed by or for State agencies.
- New lighting section based on Charlestown's "dark sky" lighting ordinance, but term "dark sky" not used for Jamestown.
- New/Updated Definitions.



## Lighting - Standards

Generally, light is targeted where it is needed, and not beyond.

- Prevent glare, light trespass and light pollution.
- Particular protection adjacent to residential.
- Cut-off or shielded/recessed fixtures.
- Directed from top downward (not upward or sideways).
- Height of no more than 15-20 feet.
- Waterfront lights: Generally, avoid directing lights to the water.

## Lighting - Applicability

### Applicability

- Applies to all new exterior lighting.
- Applies to existing exterior lighting when it must be repaired, modified, refurbished and/or replaced.

### Voluntary Actions for ALL Lighting

- Install replacement lamps that prevent light pollution and glare.
- Security lighting should be motion activated.
- *All government-owned lights are urged to comply immediately.*

## Article 8 – Special Regulations

### New Section!

This is a new Article that compiles four existing sections/subsections.

- High groundwater table and impervious layer overlay district
- Community flood plain ordinance for special flood hazard areas
- Setback from freshwater wetlands
- Regulations for RR-200 Zoning Districts





## High Groundwater Table and Impervious Layer Overlay District

Significantly reorganized, but vast majority of standards remain the same. The most important substantive changes are:

1. How the Town determines whether Sub-district A or Sub-district B applies to a particular lot.
2. The thresholds for which development activities are reviewed.

## High Groundwater Table and Impervious Layer Overlay District

### Determination

- Presume Sub A and 8% maximum impervious if no evidence available
- Field observation required
  - Test holes verified by a RIDEM Class IV soil evaluator
  - Submit evidence of test results to zoning enforcement officer
- Zoning enforcement officer determines Sub A, Sub B or neither

## High Groundwater Table and Impervious Layer Overlay District

### Review Thresholds

- 200 SF or greater in Sub A: PC review through DPR, then SUP through ZBR
- < 200 SF in Sub A: Administrative DPR
- Sub B: Administrative DPR



## Setbacks from Freshwater Wetlands

- This section has simply been updated to note that as of July 1, 2022, this section does not apply to new applications.
- Per RIGL, the State's new wetlands rules and regulations apply for any applications from that date forward.
- The existing setbacks will stay in place for any applications made prior to July 1, 2022.





## Regulations for RR-200 Zoning District

After much discussion, this is largely the same.

- 300-foot setback requirement for sewage disposal systems has been deleted.
- Such setbacks are now set by the statewide rules and regulations.
- Per legal review, setbacks for buildings and parking areas can remain here.

## Article 10 - Development Plan Review

### New Section!

Currently, Jamestown's ordinance calls for Development Plan Review (DPR) in specific instances and staff applies something very similar to DPR to many applications.

However, the Town does not have a single DPR ordinance and set of procedures. *This new Article provides that.*



## Article 10 - Development Plan Review

Major components of the Article include:

- Review split into two "tiers." Smaller projects receive Administrative review by Town staff (through the Town's Technical Review Committee or TRC). Over a certain threshold, larger or more complicated projects reviewed by the PC.
- Consistent review procedures (timing for review, recording decisions, etc.) and application contents (i.e., site plan checklists) so that it's very clear what applicants should expect.
- Designed to utilize the expertise of the Town's TRC and to be consistent with existing TRC procedures.

## Article 11 - Jamestown Village Special Development Overlay District

This section has been revised significantly. Most of the policy direction of this Article remains the same. The revisions were largely made with the following objectives:

- Ensure that the Development Plan Review (DPR) process for the village area works with the currently proposed town-wide process.
- Trim down language that may be extraneous or redundant.
- Provide more and clearer connections to the design guidelines.
- Clarify and/or update design standards to provide the Town with more enforceable standards where appropriate.



## Article 11 - Jamestown Village Special Development Overlay District

### Highlights of edits include . . .

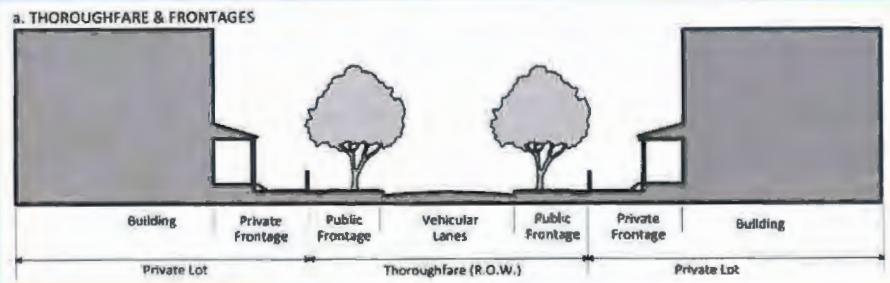
- Significantly re-organized to make it easier to follow.
- Review thresholds and design standards are grouped into their own subsections to be easier to follow.
  - The review thresholds for DPR are collected into a single section.
  - Design standards are grouped into a single section and then reorganized into six subcategories.
- District is now officially designated as an “overlay district”
  - This does not change its function at all. Just gives it the correct name based on state law.

## Article 11 - Jamestown Village Special Development Overlay District

### Highlights of edits continued . . .

- In several instances, language that referred to other sections of the zoning was removed.
  - For example, HW removed language that stated buildings need to comply with the height restrictions in the dimensional table.
  - Where we thought standards like these simply state the obvious, we removed them.
- Likewise, much “narrative” language was removed, as it is not needed in the context of a zoning ordinance.
- The graphics for this section have been redrawn.

## Article 11 - Jamestown Village Special Development Overlay District



Example of a redrawn graphic

## Article 11 - Jamestown Village Special Development Overlay District

### Highlights of edits continued . . .

- “Affordable Housing” section retitled “Low and Moderate Income Housing”
- Name change matches terminology in State law, which refers to deed restricted affordable housing that legally counts toward the Town’s 10% affordable housing goal.
- All references to “affordable housing” have been changed to Low and Moderate Income (LMI) housing.
- Deed restrictions are no longer a minimum of 99 years, but whatever minimum is set by the State (currently 30 years).
- Information on Accessory Dwelling Units has been moved to Sec. 82-1301 Accessory Dwelling Units.



## Article 12 – Use Performance Standards

### New Section!

This is a new Article that compiles several existing sections as well as new sections:

- Multifamily Dwellings
- Accessory Dwelling Units
- Cottage Communities
- Solar Energy
- Wind Energy
- Communications Towers
- Keeping of Chicken Hens
- Storage of Fishery Equipment
- Underground Storage Tanks
- Home Occupations
- Fuel Service Stations

Designed to expand over time as performance standards are needed for certain uses.

Cross referenced in the *Table of Permitted Uses* so that applicants know what uses have specific performance standards.

Some standards existed in Definitions and were moved to this section.

## Multifamily Dwellings

This section has been changed significantly. Some of the edits were designed to make it clearer and easier to read.

### Major changes beyond formatting and readability include:

- This section has been integrated with the new Art. 10 for DPR. Existing references to DPR procedures have been moved to Art. 10.
- Minimum square footages for bedrooms has been eliminated.



## Multifamily Dwellings

- Currently, minimum lot size for a multi-family dwelling is required to increase per bedroom. In this draft the increase is based on number of units.
- When a zoning ordinance requires a parcel of land to significantly expand as units are added to the parcel, this can create an unusually large lot amidst other smaller lots.
- The visual effect can be strange and inadvertently create the result everyone is trying to avoid: development that's out of character with the neighborhood.
- This draft keeps the provision for adding extra square footage on to the minimum lot size. However, the numbers are adjusted to a level HW thinks is better from a design perspective and more economically feasible.

## Multifamily Dwellings

- HW recommends removing the R-80 as a zone where multi-family dwellings are allowed. High land costs in Jamestown, along with the need for a larger lot size for multi-family dwellings, probably makes such development too cost prohibitive.
- Building design standards have largely been removed, as the Planning Commission decided that issues of design should be guidelines rather than standards.
  - This draft simply encourages applicants to follow the Jamestown Downtown Pattern Book Design Guidelines.



## Accessory Dwelling Units (ADU)

This section is an update of the existing section on Accessory Family Dwelling Units. Changes made in response to amendment to the ADU law passed by the RI General Assembly in 2022.

- Affordable ADU standards from Article 11 - Jamestown Village Special Development Overlay District have been eliminated.
  - The new law now prescribes how ADUs may be counted as LMI units.
- ADUs would be allowed by right on residential lots of 20,000SF or more or in the footprint of an existing house or accessory structure (garage, etc.).
- With standards for size, parking, etc.

*Heads up! State law did not change in 2023 but is likely to be amended again in 2024.*

## Bed & Breakfast

A few policy changes have been made to this section.

- Currently only one meal is allowed to be served to guests per day. The proposal allows multiple meals per day but limited to “transient guests.” In other words, the facility cannot serve as a restaurant.
- The current two-year renewal requirement by the Town Council has been removed. Bed and Breakfasts will be approved by the Zoning Board and then are subject to state requirements and local permits.
- The limit on gross floor space dedicated to guest rooms has been removed.
- Size minimums for guest rooms have been eliminated.

## Compact Cottage Development

New section!

This is a new section that allows for clusters of small (1,200 SF or less) cottage homes to be built around common open space courtyards. Standards for such communities include:

- Permitted in the RR-80, R-40, R-20, R-8, and CL districts
- Maximum density: 15 units per acre
- Minimum of 6 and maximum of 30 total dwelling units
- Maximum building footprint: 900 SF
- Maximum building height: 18 feet



## Compact Cottage Development

Other standards address:

- Size, location, and access to shared open space: At least 250 SF of common open space per dwelling but no less than 3,000 SF total
- Architectural design standards
  - Variation in design
  - Porches required, of a usable size
  - Limited fence height
- Parking standards (number of spots required – 1.5 per unit, design of parking lots and garages, landscaping and setbacks, etc.)
- Shared open space maintenance criteria





Image Source: Union Studio Architects

## Solar Energy Systems & Facilities

New section!

This is a new section that sets standards for solar energy systems, to ensure that they are good neighbors.

### Accessory Solar Energy Systems

- When built on roofs or other structures, allowed by right in all zoning districts.
- When ground-mounted, coverage limit of 20% of net buildable area.

### Solar as a Principal Use

- Is prohibited throughout the Town.

## Wind Energy Facilities

New section!

This is a new section that sets standards for wind energy systems, to ensure that they are good neighbors.

### Standards for All Wind Energy Facilities

- Permitted in all zoning districts except the OS-I with SUP
- DPR from the PC then SUP from the ZBR
- Permitted on any town-owned property regardless of zoning district
- Building-mounted or –integrated wind energy facilities are allowed by right in all zoning districts

## Wind Energy Facilities

### Standards for all Wind Energy Facilities

- **Appearance, color, and finish:** Per FAA safety requirements
- **Shadow/flicker:** Applicant must prove no significant adverse impacts on neighboring or adjacent uses
- **Sound:** No more than 5 dB(A) increase over the site's pre-construction ambient sound levels
- **Clearing of trees and other vegetation:** Strictly limited to what is necessary
- **Location of mechanical equipment and related structures:** Per applicable zoning. Place within tower or screen with vegetation whenever possible

## Wind Energy Facilities

### Standards for all Wind Energy Facilities

- **Setbacks:** At least 1.5x the maximum tip height of the turbine from and property line. At least 3x from existing residential or commercial structure.
- **Height:** No more than 350 feet
- **Security and safety:** Must be securely fenced, but with passage for small wildlife. Designed to prevent unauthorized access. Access for emergency vehicles. Public safety preparedness and response plan required.
- **Signage:** No more than 4 square feet. Can only display name, address and emergency contact information, and 'no trespassing'

## Communications Towers

### New section!

This is a new section modified from what North Kingstown uses.

- Prohibited in Historic Districts except by use variance
- Preference to use existing structures or town-owned sites.
- **Setbacks:** One foot for each one foot of tower height – or 1.5 feet when abutting residential or historic district. Supporting equipment setbacks at least 25-35 feet. Supporting buildings set back at least 15-25 feet.
- **Screening:** Plant/tree screening required and camouflage is encouraged.
- **Security, Lighting, Signage:** Similar to Wind and Solar
- **Separation between Towers:** Ranges from 2,500 feet to 3 miles depending on the size and type of Tower.

## Wind Energy Facilities

### Standards for all Wind Energy Facilities

- **Lighting:** Turbine lighting limited to that required by state or federal law. Other components limited to safety and operational purposes and must comply with Town's lighting ordinance.
- **Operations and maintenance:** Must be properly maintained. Must submit a plan for emergency shutdowns and inventory of on-site chemicals/solvents. Include owner/operator contact info.
- **Abandonment or decommissioning:** Must be removed no more than 150 days from end of operations and stabilized/revegetated. If abandoned, Town may remove using financial surety from the applicant

## Keeping of Chicken Hens

### New section!

This is a new section modified from what Barrington uses.

- Up to 6 chicken hens allowed on any residential lot containing at least one dwelling.
- **Roosters:** Keeping of roosters is prohibited.
- **Structures and Enclosures:** Standards for size, strength, maintenance of hen houses.
- **Location:** Restricted to back or side yards. Prohibited within the dwelling.
- **Slaughter:** Commercial slaughter is prohibited.



## Storage of Fishery Equipment

New section!

This is a new section. Conditions apply in all zoning districts where this use is permitted.

- **Setbacks:** Unless in active use, equipment must be located inside or be within the accessory building setback from the nearest property line. Prohibited in front yards.
- **Odors:** No odor in the ambient air may constitute a nuisance, i.e. significantly impair the reasonable use of any other property.

## Underground Storage Tanks (UST)

New section!

- **Propane Tanks:** Allowed underground so long as they meet safety design specifications, are not located in front yards, and no larger than 1,100 gallons.
- **Other types of UST:** Must seek a SUP, meet the requirements for propane tanks, and also meet additional standards for leaks and spills.

## Home Occupations

New section!

This is a new section that takes the standards for home occupations from the Definitions section and moves them into this Use Performance Standards section. Policies are largely the same.

- **Name:** Changed from Customary Home Occupations to simply Home Occupations
- **Area:** Limit of 200 SF changed to 25% of GFA or 500 SF, whichever is less.

## Parking Regulations

Much of the Parking regulations remain the same.

It seems that the regulations themselves are reasonable, given the realities of limited land availability for parking in the commercially zoned parts of town.

Much of the issues related to parking seem to come from enforcement.

# Parking Regulations

## Changes to this Article include:

- **Compact Cars:** Allowance of smaller spaces eliminated (larger vehicles end up using these spaces anyway).
- **Minimum off-street parking requirements:** Largely the same, but “Type of Use” has been expanded and clarified so that as many uses in the Table of Permitted Uses as possible are specifically tied to a parking requirement.
- **“No net loss of parking” policy.** Acknowledges that strict adherence to parking requirements in the commercially zoned parts of town could stifle business development. Approvals would rather be based on demonstrating that a development will result in *no net loss* of total parking spaces available.

# Sign Regulations

## Reed et al v. Town of Gilbert, AZ

- Commercial signage regulations must be **content neutral**.
- Quick Test: *Do you have to read the content of a sign in order to enforce your regulations?*



# Sign Regulations

## Reed et al v. Town of Gilbert, AZ

- Cannot have different size, location, timing standards based on content (e.g. political, advertising, real estate, etc.)



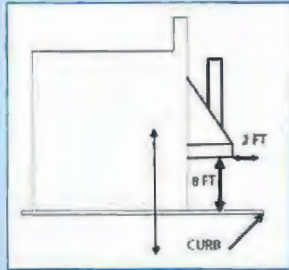
# Sign Definitions

- All definitions listed together at the beginning of the Section
- Example images inserted for each definition, and/or methods for calculating sign area.
- Definition added for “Sandwich Board”





## Sign Definitions: Graphics



## Building Permit Not Required

**“Exempt Signs” changed to “Building Permit not Required”**

- Not counted toward total # of signs allowed
- No permit required, but still subject to design standards



## Building Permit Not Required

**Changes Under this Section:**

1. Residential Wall signs of no more than 2 SF, regardless of content
2. Yard sale signs removed
3. Signs explicitly for public health and safety (government, traffic, hazards, etc.)
4. For church/school/public uses, one ground sign and one wall sign
5. Fuel Pumps



## Building Permit Not Required

**Changes Under this Section:  
Real Estate and Construction Signs**

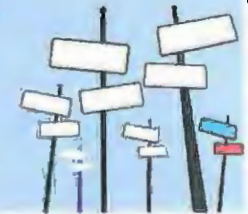


Stays up until property is sold or project is finished



But CAN feasibly set a time limit common to ALL temporary signs

Traditionally stays up until election is over + X days



## Commercial District Signs

### New Standards for Sandwich Boards

- One per business, per lot
- Not allowed in public right-of-way
- May ONLY be displayed during operating hours
- Must be weighted and secure, but NOT permanently anchored
- No electrical or moving parts
- If abutting residential, follow residential setbacks



## Commercial District Signs

### Temporary Commercial Signs

- Temporary signs, banners, posters and special promotions, except posters intended for window display, are prohibited for commercial uses.
- *Sandwich boards are not considered commercial district signs.*



## Commercial District Signs

### Signs for gasoline stations, garages, and commercial boating facilities

- HW recommends deleting these standards, as they violate Reed.
- There should not be signage differences for gas stations vs. other commercial uses.
- Instead, any commercial use allowed multiple wall signs of up to 16 SF in the aggregate.



## Residential District Signs

### Temporary Residential Signs

- Up to 12 SF in area at any one time
- No one sign larger than 4 SF
- May only be displayed for up to 60 days from the granting of a permit
- Content of signs will not be a consideration, but traditionally this includes: *notices for special events, yard sales, political signs, etc.*





## Residential District Signs

### Customary Home Occupations (Including Bed & Breakfast)

- Wall sign does not require a permit
- Ground or projecting sign does

### Real Estate Development & Subdivision Signs

- Will not be regulated here, but under the Town's Subdivision and Land Development Regulations



## Residential District Signs

### Real Estate Open House Signs and Political Signs

- Many Reed problems
- Simply allow as a Temporary Residential Sign



## Nonconformity

- Existing signs prior to adoption of this section
- Any alteration of a nonconforming sign (other than routine maintenance) shall require that the sign conform to this Article

## Illumination

### Neon Signs

- Limited to commercial establishments
- Limit of three per establishment clarified to be *in addition to* limit on total # of signs



## Maintenance

- Kept in good repair, clean, neatly painted, and free from all hazards so as to not endanger the public health or safety
- If Zoning Enforcement Officer deems any sign to be faded, torn, broken, or in general disrepair, the sign will be considered in violation and must be removed, repaired or replaced.



## Low and Moderate Income Housing

This section has been changed to comply with current State law.

- Name changed from Affordable Housing to Low and Moderate Income Housing to match terminology used in State law.
- All references to “affordable housing” have been changed to Low and Moderate Income (LMI) housing.
- “Inclusionary zoning” requirement changed from 20% to 25% LMI housing units. This matches the requirement for Comprehensive Permit developments.
- Standards for “fee in lieu” changed significantly to comply with State law. Calculated based on affordable sales price for a family of 4 making 80% AMI minus the per unit development costs for such a home, as calculated by RIHousing.

## Housekeeping from RIGL 2022

For ZBR . . .

- 4 members, including alternates, is a quorum.
- A majority of members present is needed to pass a vote.
- ZBR has 65 days to hear and decide on an appeal, special use permit, or variance, and 15 days after the close of a hearing to render a decision.

For PC . . .

- A majority of members present is needed to pass a vote.

## Discussion

Any thoughts or comments?



**TOWN COUNCIL MEETING MINUTES**  
**Monday, November 6, 2023**  
**6:30 P.M.**

**I. ROLL CALL**

A regular meeting of the Jamestown Town Council was held on November 6, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, Randy White, and Erik Brine (via Zoom).

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Public Works Director Michael Gray, Town Planner Lisa Bryer, Parks and Recreation Director DeFalco, Harbor Division Executive Director Steven Bois and Town Clerk Roberta Fagan.

**II. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:33 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

**III. OPEN FORUM**

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

None.

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

- A) Nothing items at this time.

A motion was made by Vice President Meagher with a second by Councilor M. White to convene as the Town Council sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

- A) **Town Council Sitting as the Alcohol Beverage Licensing Board**
  - 1) NOTICE is hereby given by the Town Council of the Town of Jamestown, being the Licensing Board in said Town as provided under Title 3, Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended. The following Applications for RENEWAL have been received by the Town Council for licenses under said Act, for the year December 1, 2023, to November 30, 2024 (duly advertised in the Jamestown Press on October 12<sup>th</sup> and 19<sup>th</sup>), upon resolution of debts, taxes, State approval and appropriate signatures. **Review, Discussion, and/or Action and/or Vote:**
  - 1) Approval of Applications for Renewal of Class A (Package Store) Retail



## Liquor License:

- a) Tunstall, LLC, dba: Grapes & Gourmet, 9 Ferry Wharf
- b) Varsha, Inc. dba: Jamestown Wine & Spirits, 30 Southwest Ave

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class A (Package Store) Retail Liquor License Renewal for Tunstall, LLC, dba: Grapes & Gourmet, Sunday 10 a.m. – 6 p.m.; Monday through Saturday 10 a.m.-8 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class A (Package Store) Retail Liquor License Renewal for Varsha, Inc. dba: Jamestown Wine & Spirits, Sunday 10 a.m – 6 p.m.; Monday through Saturday, 9 a.m. – 10 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 2) Set the Class A (Package Store) Retail Liquor License Cap at Two

A motion was made by Councilor R. White with a second by Vice President Meagher to Set the Class A (Package Store) Retail Liquor License Cap at Two. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 3) Approval of application for Renewal of Class B Victualer Limited Liquor License:
  - a) Our Table, LLC, dba: Our Table, 53 Narragansett Avenue
  - b) VHBC, LLC, dba: Village Hearth Bakery & Café, 2 Watson Avenue

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class B Victualer Limited Liquor License renewal application for Our Table, LLC, dba: Our Table, Sunday through Saturday 4 p.m.- 10 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class B Victualer Limited Liquor License renewal application for VHBC, LLC, dba: Village Hearth Bakery & Café as amended, Friday through Sunday, 12 p.m.-8 p.m., only serve Beer & Wine inside and outside on deck only. No beer and wine permitted on the patio per the Zoning Board of Review Special Use Permit. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 4) Set the Class B Victualer Limited Liquor License Cap at Two

A motion was made by Vice President Meagher with a second by Councilor M. White to Set the Class B Victualer Limited Liquor License Cap at Two. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 5) Approval of Application for Renewal of Class B Victualer Liquor Licenses:
  - a) Conanicut Restaurant Group II, LLC, dba: Beech, 13 Narragansett Avenue

Discussion ensued.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class B Victualer Liquor License for Conanicut Restaurant Group II, LLC, dba: Beech, Monday through Thursday, 4 p.m.-10 p.m.; Friday 4 p.m.-11 p.m.; Saturday and Sunday 10 a.m.-11 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye

b) Epic Decade. LLC, dba: Curiosity & Co., 14 Narragansett Avenue  
A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class B Victualer Liquor License for Epic Decade. LLC, dba: Curiosity & Co., Sunday through Saturday, 10 a.m.-10 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

c) Jamestown Locos, LLC, dba: Narragansett Café,  
25 Narragansett Avenue

Discussion ensued. It was noted a change in hours was requested.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class B Victualer Liquor License for Jamestown Locos, LLC, dba: Narragansett Café, Sunday through Saturday, 11 a.m. through 1 a.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

d) Jamestown Marina Beverage Operations, LLC, dba: One Ferry Wharf, 3 East Ferry Wharf

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class B Victualer Liquor License for Jamestown Marina Beverage Operations, LLC, dba: One Ferry Wharf, Sunday through Thursday 7 a.m. – 11 p.m., Friday and Saturday 7 a.m. – 12 a.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

e) New England Golf Course Management, Inc., dba: Jamestown Golf and Country Club, aka The Caddy Shack, 245 Conanicus Avenue

Discussion ensued. It was noted a reduction in hours was requested.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class B Victualer Liquor License for New England Golf Course Management, Inc., dba: Jamestown Golf and Country Club, aka The Caddy Shack, Sunday through Saturday, 7 a.m.-8 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

f) Slice of Heaven, Inc., dba: Slice of Heaven, 32 Narragansett Avenue  
A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class B Victualer Liquor License for Slice of Heaven, Inc., dba: Slice of Heaven, Wednesday through Sunday, 7 a.m.-3 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

g) Tallulah's Taqueria, LLC, dba: Tallulah's Tacos,  
35 Narragansett Avenue

Discussion ensued.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class B Victualer Liquor License for Tallulah's Taqueria, LLC, dba: Tallulah's Tacos, Sunday

through Saturday, 11 a.m.- 9 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

6) Set the Class B Victualer Liquor License Cap at Seven

A motion was made by Vice President Meagher with a second by Councilor M. White to Set the Class B Victualer Liquor License Cap at Seven. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

7) Approval of Application for Renewal of Class BT Tavern Liquor License:  
a) JB's On the Water, LLC, dba: JB's On the Water,  
150 Conanicus Avenue

It was noted the reduction of hours 10 am – 11 pm

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class BT Tavern Liquor License renewal application for JB's On the Water, LLC, dba: JB's On the Water, Sunday through Saturday, 10 a.m.- 11 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

8) Set the Class BT Tavern Liquor License Cap at One

A motion was made by Vice President Meagher with a second by Councilor M. White to Set the Class BT Tavern Liquor License Cap at One. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

9) Approval of Application for Renewal of Class D Full Club Liquor License:  
a) Conanicut Yacht Club, 40 Bay View Drive

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Class D Full Club Liquor License renewal application for Conanicut Yacht Club, Sunday through Saturday, 9 a.m.-1 a.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

10) Set the Class D Full Club Liquor License Cap at One

A motion was made by Vice President Meagher with a second by Councilor R. White to Set the Class D Full Club Liquor License Cap at One. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

**The Town Council Adjourns from Sitting as the Alcoholic Beverage Licensing Board**

A motion was made by Vice President Meagher with a second by Councilor R. White to adjourn from sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.



- B) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Victualing, Holiday & Entertainment License for the year December 1, 2023- November 30, 2024, upon resolution of debts, taxes, State approval, and appropriate signatures:

1) Conanicut Restaurant Group II, LLC, dba: Beech

Discussion ensued. It was noted the change in days and times requested.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing, Holiday & Entertainment License for the year December 1, 2023- November 30, 2024, renewal application for Conanicut Restaurant Group II, LLC, dba: Beech, note: Victualing Monday through Thursday, 4 p.m.-10 p.m.; Friday 4 p.m.-11 p.m.; Saturday and Sunday 10 a.m.-11 p.m., and Entertainment Sunday through Saturday, 1 p.m.-8 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

2) Conanicut Yacht Club

It was noted a complaint had been received related to two disruptive events at Conanicut Yacht Club during the 2023 season. It will be emphasized the limitations of the license.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing, Holiday & Entertainment License for the year December 1, 2023- November 30 2024 renewal application for Conanicut Yacht Club, note: Victualing Sunday through Saturday, 9 a.m. – 1 a.m.; and Entertainment Sunday through Saturday, 12 p.m.-10 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

3) Epic Decade LLC, dba: Curiosity & Co.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing, Holiday & Entertainment License for the year December 1, 2023- November 30 2024 renewal application for Epic Decade LLC, dba: Curiosity & Co., note: Victualing Sunday-Saturday 10 a.m.- 10 p.m.; Entertainment, Sunday– Saturday, 10 a.m. -10 p.m., inside only per Zoning Board of Review restrictions.

4) Jamestown Locos LLC, dba: Narragansett Café

Discussion ensued.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing, Holiday & Entertainment License for the year December 1, 2023- November 30 2024 renewal application for Jamestown Locos LLC, dba: Narragansett Café, note: Victualing Sunday-Saturday 11 a.m.- 1 a.m.; Entertainment, Thursday– Saturday, 3 p.m. -12:30 a.m., inside only. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

5) Jamestown Marina Beverage Operations, LLC, dba: One Ferry Wharf

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing, Holiday & Entertainment License for the year December 1, 2023- November 30 2024 renewal application for Jamestown Marina Beverage Operations, LLC, dba: One Ferry Wharf, note: Victualing Sunday-Thursday 7 a.m.- 11 p.m.; Friday and Saturday, 7 a.m. – 12:00 a.m.; Entertainment, Wednesday-Sunday, 12 p.m. -10 p.m.(outside), acoustic 3-piece (max) band; no amplification; 12 p.m.-11 p.m. (inside) background music via speakers inside only with doors

closed. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

6) JB's On the Water LLC, dba: JB's On the Water

Discussion ensued. Vice President Meagher noted a complaint from a neighbor regarding outside music. JB's On the Water is a commercial entity in a residential neighborhood.

John Brito does not have outdoor entertainment. The entertainment license is for the inside only.

Town Administrator Mello clarified limitations. Restrictions relate to entertainment outside i.e. weddings etc. the applicant is required to apply to have outdoor entertainment. The complaint referenced background music/speakers, which is permissible and monitored according to the noise ordinance.

Mr. Brito explained that hotel guests also play music on the balcony(s) outside of their rooms; and/or music being played at the pool by hotel guests. Mr. Brito monitors the speaker sound and strives to be a "good neighbor". When he is asked to turn down the music he does so.

Last year the Town Council decided not to limit JB's outdoor speakers any differently than a residence, Councilor Brine commented.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing, Holiday & Entertainment License for the year December 1, 2023- November 30 2024 renewal application for JB's On the Water LLC, dba: JB's On the Water, note: Victualing Sunday-Saturday 10 a.m.- 11 p.m.; Entertainment, Sunday- Saturday, 12 p.m. - 8 p.m., inside only. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

7) Tallulah's Taqueria LLC, dba: Tallulah's Tacos

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing, Holiday & Entertainment License for the year December 1, 2023- November 30 2024 renewal application for Tallulah's Taqueria LLC, dba: Tallulah's Tacos, note: Victualing Sunday-Saturday 11 a.m.- 9 p.m.; Entertainment, Friday through Sunday, 1 p.m. - 9 p.m., mall acoustic only. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

C) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Victualing and Holiday License with Extended Hours for the year December 1, 2023- November 30, 2024, upon resolution of debts, taxes, State approval, and appropriate signatures:

1) Cumberland Farms #1108

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing and Holiday License with Extended Hours renewal application for Cumberland Farms #1108. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

- D) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Victualing & Holiday License for the year December 1, 2023- November 30, 2024. upon resolution of debts, taxes, State approval, and appropriate signatures:

1) A and J LLC, dba: East Ferry Deli

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024, for A and J LLC, dba: East Ferry Deli. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

2) Ace's Pizza, Inc.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024, for Ace's Pizza, Inc. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

3) Dutch Harbor Beverage, LLC, dba: Scuttlebutt

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024, for Dutch Harbor Beverage, LLC, dba: Scuttlebutt. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

4) McQuade's Market

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024 for McQuade's Market. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

5) New England Golf Course Management Inc., dba: Jamestown Golf and Country Club aka The Caddy Shack

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024, for New England Golf Course Management Inc., dba: Jamestown Golf and Country Club aka The Caddy Shack. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

6) Our Table LLC dba: Our Table

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024 for Our Table LLC dba: Our Table. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

7) Slice of Heaven, Inc., dba: Slice of Heaven

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024 for Slice of Heaven, Inc., dba: Slice of Heaven. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 8) The Wicked Whisk

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024 for The Wicked Whisk. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 9) Tunstall LLC, dba: Grapes &amp; Gourmet

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024 for Tunstall LLC, dba: Grapes & Gourmet. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 10) Varsha, Inc., dba: Jamestown Wine &amp; Spirits

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024 for Varsha, Inc., dba: Jamestown Wine & Spirits. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 11) VHBC LLC, dba: Village Hearth Bakery &amp; Café

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Renewal Victualing & Holiday License for the year December 1, 2023- November 30, 2024, for VHBC LLC, dba: Village Hearth Bakery & Café. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

At 7:02 p.m. Vice President Meagher recused from agenda item E.)Approval of Renewal Holiday Licenses received by the Town Council.

- E) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Holiday License for the year December 1, 2023- November 30, 2024, upon resolution of debts. taxes, State approval. and appropriate signatures:

## 1) Conanicut Marine Services, Inc., dba: Conanicut Gift Shop

A motion was made by Councilor R. White with a second by Councilor M. White to approve the Renewal Holiday License for the year December 1, 2023- November 30, 2024, for Conanicut Marine Services, Inc., dba: Conanicut Gift Shop. Vote: President Beye, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 2) Hodgkiss Farm

A motion was made by Councilor R. White with a second by Councilor M. White to approve the Renewal Holiday License for the year December 1, 2023- November 30, 2024, for Hodgkiss Farm. Vote: President Beye, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 3) Jamestown Hardware

A motion was made by Councilor R. White with a second by Councilor M. White to approve the Renewal Holiday License for the year December 1, 2023- November 30, 2024, for Jamestown Hardware. Vote: President Beye, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## 4) Milos Nails Spa

A motion was made by Councilor R. White with a second by Councilor M. White to approve the Renewal Holiday License for the year December 1, 2023- November 30, 2024. for Milos Nails Spa. Vote: President Beye. Aye; Councilor Brine. Aye; Councilor M. White. Aye; and Councilor R. White. Aye.

## 5) TPG Marinas Conanicut LLC, dba: Conanicut Marina

A motion was made by Councilor R. White with a second by Councilor M. White to approve the Renewal Holiday License for the year December 1, 2023- November 30, 2024 for TPG Marinas Conanicut LLC. dba: Conanicut Marina. Vote: President Beye. Aye; Councilor Brine. Aye; Councilor M. White. Aye; and Councilor R. White. Aye.

## 6) Urban Flowers LLC, dba: The Secret Garden

A motion was made by Councilor R. White with a second by Councilor M. White to approve the Renewal Holiday License for the year December 1, 2023- November 30, 2024. for Urban Flowers LLC, dba: The Secret Garden. Vote: President Beye, Aye; Councilor Brine. Aye; Councilor M. White, Aye; and Councilor R. White. Aye.

At 7:03 Vice President Meagher returned to the meeting and the dais.

- F) Review, Discussion. and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Victualing License for the year December 1, 2023- November 30, 2024, upon resolution of debts, taxes, State approval, and appropriate signatures.:

## 1) Live &amp; Learn, Inc., 123 B Narragansett Avenue

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Victualing License renewal application for Live & Learn, Inc., Vote: President Beye. Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## VI. COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS

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

## 1) Short-Term Rental Registration update.

Town Staff has continued inspections of short-term rentals (STR). To date, more than fifty-(50) inspections have been completed. The online STR registration portal was launched on Wednesday, November 1<sup>st</sup>. All known property owners have been notified. The online registration has also been advertised in the Jamestown Press. The Clerk will then advertise the completed applications and schedule hearings for the Town Council to consider during December.

## 2) Ferry Dock/Operations 2023 status report.

The current use agreement between the Town and CMS/Jamestown Newport Ferry is set to expire on December 31, 2023. Town Administrator Mello prepared a report as a supplement to Harbor Division Executive Director Steven Bois' report.

## 3) RIDOT Paving Grant request.

Town Administrator Mello requested approval to fully execute the grant agreement with RIDOT that will provide \$294,792 in state funding to local road paving projects. The Town will contribute an additional \$598,520 to the program during the 2024 paving season. This will include \$348,520



from FY 23 and FY 24 capital funds and an anticipated amount of \$250,000 in the FY 25 budget. An estimated 4.5 road miles will be reclaimed or over-laid. (consent agenda)

4) Town Policy approval request.

Town Administrator Mello requested approval of two (2) Town policies: 110.02 Community Bulletin Boards; and 200.02 I-9 Verification Application. (consent agenda)

5) Municipal Resilience Program Grant application.

Through the Rhode Island Infrastructure Bank, the Town has made an application for a grant in the amount of approximately \$1 million to complete the construction/repair of the dike at the South Pond that services the drinking water system

6) North Road Easement approval request.

Town Administrator Mello requested approval to execute a construction easement with Laurie Casey of 756 North Road. This easement will allow the construction of the bike path onto this property and avoid a 200-year-old tree that would otherwise obstruct the path. (consent agenda)

7) Holiday Lighting on East Ferry and Narragansett Avenue.

Town staff plan to work with the Jamestown Chamber of Commerce and TPG as partners to enhance holiday decorating throughout East Ferry and Narragansett Avenue including the installation of decorative lighting on a limited number of lampposts throughout East Ferry.

## VII. UNFINISHED BUSINESS

- 1) No items at this time.

## VIII. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: At the request from Parks and Recreation Director Ray DeFalco, Town Council support of the RIDEM Green Space Grant for Community Playground Enhancement Project:

- 1) Memorandum from Parks and Recreation Director DeFalco regarding a Proposal and RI Department of Environmental Management (RIDEM) Green Space Grant Opportunity for additions and enhancements to the Community Playground.

Parks and Recreation Director DeFalco gave a brief overview of the RIDEM Green Space Grant for the Community Playground Enhancement Project proposal. The enhancements proposed could include a family restroom, interactive musical playground equipment, new fencing, a digital bulletin board promoting community events, ADA-compliant picnic tables, improved ADA accessibility, security cameras, as well as landscaping between the playground and library.

Vice President Meagher stated the proposed enhancements sounded great, particularly the dedicated bathroom as well as the landscaping which would provide a natural buffer between the playground and the library. She commended Parks and Recreation Director DeFalco for his research and pursuit of the RIDEM Green Space Grant to improve/enhance the Community Playground.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve and grant support for the RIDEM Green Space Grant for the Community Playground Enhancement Project. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- B) Review, Discussion, and/or Action and/or Vote: Approval of Parks & Recreation Director DeFalco recommendation for the 2024 Fort Getty Season Rates and Season Dates.
- 1) Memorandum from Parks and Recreation Director DeFalco regarding the proposed 2024 Fort Getty Season Rates and Season Dates.

A lengthy discussion ensued. The Town Council asked Parks and Recreation Director DeFalco to increase rates for both residential and non-residential seasonal campsites; refine the number of days for seasonal camping and present at the next Town Council meeting.

- C) Review, Discussion, and/or Action and/or Vote regarding scheduling Special Meeting:
- 1) Request to schedule a Joint Meeting on December 18, 2023, at 6:00 p.m. between Jamestown Town Council and the Jamestown School Department as per RIGL §16-2-21.

A motion was made by Councilor M. White with a second by Vice President Meagher to approve the request to schedule a Joint Meeting on December 18, 2023, at 6:00 p.m. between Jamestown Town Council and the Jamestown School Department as per RIGL §16-2-21. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

#### **IX. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS**

- D) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
- 1) Harbor Management Commission, One (1) member, unexpired three-year term ending 12/31/2024;
    - a) Letter of resignation
      - i) Eric Lexow

The Town Council accepted Eric Lexow's resignation with regret and extended their thanks for his years of service to the Harbor Management Commission.

Discussion ensued regarding the known pool of applicants for the Harbor Commission. It was decided to re-advertise the vacancy and put the item on a future agenda for consideration.

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

#### **X. CONSENT AGENDA**

- A) Adoption of Town Council Meeting Minutes
  - 1) October 2, 2023 (Regular meeting)
- B) Minutes of Boards/Commissions/Committees
  - 1) Bike Path Committee (September 13, 2023)
  - 2) Bike Path Committee/Town Council (October 10, 2023)
  - 3) Harbor Commission (September 13, 2023)
  - 4) Planning Commission (September 20, 2023)
  - 5) Police Pension Administration Committee (May 26, 2021)
  - 6) Police Pension Administration Committee (June 9, 2022)
  - 7) Police Pension Administration Committee (October 12, 2023)

## 8) Zoning Board of Review (August 22, 2023)

## C) Tax Assessor's Abatements and Addenda of Taxes

REAL ESTATE ABATEMENTS/ADDENDA TO THE 2023 TAX ROLL		
02-0017-00	C/O ISSUED 7/19/2023	\$2260.40
12-0934-75	C/O ISSUED 5/18/2023	\$1,369.11
19-0220-75	HOUSE COMPLETE 10/31/2023	\$ 366.35
TOTAL ADDENDA TO TAX ROLL		\$3,995.86
GRAND TOTAL		\$3,995.86

- D) Approval of recommendation from Town Planner Lisa Bryer to award the Community Development Block Grant (CDBG) Administrative Services contract to Church Community Housing Corporation for the period of July 1, 2023, through June 30, 2028; and permission to authorize Town Administrator Mello to sign on behalf of the Town of Jamestown the contractual Agreement between the Town of Jamestown and Church Community Housing Corporation, pending full review by Solicitor Ruggiero.
- 1) Memorandum from Town Planner Lisa Bryer regarding awarding of bid for CDBG Administrative Services.
- E) Approval of recommendation from the Jamestown Bike Path Committee and Town Planner Lisa Bryer to award the bid for the Jamestown Bicycle and Pedestrian Master Plan (BPMP) to Beta Group, in an amount not to exceed \$33,500.
- 1) Memorandum from Town Planner Lisa Bryer regarding the request for Award of Bid for the Jamestown Bicycle and Pedestrian Master Plan; and Jamestown Bicycle and Pedestrian Master Plan Consultant Matrix.
- F) Approval of the Town of Jamestown Policies: 100.02 Community Bulletin Boards and 200.02 I-9 Verification.
- G) Approval of request to authorize Town Administrator Mello to fully execute the RIDOT Grant Agreement which will provide \$294,792 in state funding to local road paving projects; and approval of the request to utilize Town of Jamestown capital funds in the amount of \$598,520 (current FY23/24 \$348,520 and future FY25 \$250,000).
- H) Approval of request to authorize Town Administrator Mello to execute a Temporary Construction and Use Easement Agreement between the Town of Jamestown and Laurie J. Casey for the construction of a portion of the shared use path.
- I) Coastal Resource Management Council Public Notice of Proposed Rulemaking to amend its Management Procedures. The public hearing will be held on Tuesday, November 14, 2023, at 6:00 p.m. at the Department of Administration in Conference Room A; One Capitol Hill, Providence, RI.
- J) Ratification of Administrative Approvals:
- 1) One-Day Event/Entertainment: Jamestown Arts Center, November,

- American Symphony, November 2, 2023.
- 2) One-Day Vendor Peddler/Sub-applicant: Supa Dupa Food Truck, October 31, 2023, at 20 Clinton Avenue.

K) One-Day Event/Entertainment Applications

- 1) Applicant: Conanicut Island Art Association  
Event: 48<sup>th</sup> Annual Holiday Art Fair  
Date: December 2, 2023  
Location: Lawn Avenue School
- 2) Applicant: Conanicut Marine Services, Inc  
Event: Santa & Mrs. Claus Visit Jamestown Children  
Date: December 2, 2023 (Rain Dates Dec. 3<sup>rd</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>)  
Location: 1 Ferry Wharf/20 Narragansett Avenue
- 3) Applicant: St. Mark Church Christmas Bazaar  
Event: Christmas Bazaar  
Date: December 2, 2023  
Location: 60 Narragansett Avenue
- 4) Applicant: Central Baptist Church  
Event: Christmas Fair  
Date: December 2, 2023  
Location: 99 Narragansett Avenue
- 5) Applicant: Jessica McCarthy  
Event: Storm Girls Ice Hockey Fundraiser  
Date: December 14, 2023  
Location: Jamestown Recreation Center

Communications were acknowledged.

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

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

A) Communications Received:

- 1) Copy of Email to: Town Council  
From: Marian Falla  
Dated: September 3, 2023  
Re: Newport This Week article dated October 12, 2023: Short-Term Rental Owners, Neighbors, Face Off at Council Meeting
- 2) Copy of letter to: Town Council  
From: Alma Davenport  
Dated: October 26, 2023  
Re: Amendment to Zoning Ordinance, Section 82-1207



**XII. ADJOURNMENT**

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn at 7:35 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Attest:

Roberta J. Fagan, Town Clerk

**TOWN COUNCIL SPECIAL MEETING**  
**Jamestown Town Hall**  
**Tuesday, November 14, 2023**  
**2:00 P.M.**

**I. ROLL CALL**

A special meeting of the Jamestown Town Council was held on November 14, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, and Randy White. Erik Brine was absent

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Public Works Director Michael Gray, Michael DeSisto, Esq. Kathleen Daniels, Esq., and Town Clerk Roberta Fagan.

**II. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Town Council President Beye called the meeting of the Jamestown Town Council to order at 2:03 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

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

**III. TOWN COUNCIL MOVES TO CONVENE AS THE BOARD OF WATER AND SEWER COMMISSIONERS**

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

**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:
- 1) CLP Trust-2016 v. Town of Jamestown Board of Water and Sewer Commissioners, et al, C.A. NO. SU-2022-0268-M.P. (RHODE ISLAND SUPREME COURT)
  - 2) In Re: Appeal of CLP Trust-2016, by and through its Trustee, Joseph R. Paolino, Jr. from a decision of the Town of Jamestown Board of Water & Sewer Commissioners, R.I. Water Resources Board (October 18, 2022).

- 3) CLP Trust-2016 v. Jamestown et al, C.A. 22-cv-0339-JJM-LDA (R.I. Federal District Court for the District of Rhode Island).
- 4) Joseph R. Paolino, Trustee and CLP Trust – 2016 v. Christine Brochu C.A. No. NC-2023-0005.

**V. THE BOARD OF WATER AND SEWER COMMISSIONERS ADJOURNS FROM THE EXECUTIVE SESSION AND ENTERS OPEN SESSION**

A motion was made by Vice President Meagher to seal the minutes and adjourn from Executive Session- Board of Water and Sewer Commissioners with a second by Councilor M. White. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- A) Review of litigation matters, Discussion of risk and liability assessments, and/or Action and/or Vote regarding the following matters, including but not limited to settlement of all claims:
  - 1) CLP Trust-2016 v. Town of Jamestown Board of Water and Sewer Commissioners, et al, C.A. NO. SU-2022-0268-M.P. (RHODE ISLAND SUPREME COURT)
  - 2) In Re: Appeal of CLP Trust-2016, by and through its Trustee, Joseph R. Paolino, Jr. from a decision of the Town of Jamestown Board of Water & Sewer Commissioners, R.I. Water Resources Board (October 18, 2022).
  - 3) CLP Trust-2016 v. Jamestown et al, C.A. 22-cv-0339-JJM-LDA (R.I. Federal District Court for the District of Rhode Island).
  - 4) Joseph R. Paolino, Trustee and CLP Trust – 2016 v. Christine Brochu C.A. No. NC-2023-0005.

Michael Desisto, Esq., Interlocal Trust, addressed the Board of Water and Sewer Commissioners summarizing the proposed settlement agreement(s):

- (1) CLP Trust-2016 v. Town of Jamestown Board of Water and Sewer Commissioners, et al, C.A. NO. SU-2022-0268-M.P. (RHODE ISLAND SUPREME COURT)
- (2) In Re: Appeal of CLP Trust-2016, by and through its Trustee, Joseph R. Paolino, Jr. from a decision of the Town of Jamestown Board of Water & Sewer Commissioners, R.I. Water Resources Board (October 18, 2022).
- (3) CLP Trust-2016 v. Jamestown et al, C.A. 22-cv-0339-JJM-LDA (R.I. Federal District Court for the District of Rhode Island).
- (4) Joseph R. Paolino, Trustee and CLP Trust – 2016 v. Christine Brochu C.A. No. NC-2023-0005.

Michael Desisto, Esq. Interlocal Trust requested the Town of Jamestown Board of Water and Sewer Commissioners to (1) approve the application for municipal water line extension for East Shore Road and (2) authorize Nancy Beye to sign the settlement agreement of all claims.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the application for municipal water line extension for East Shore Road and (2) authorize Nancy Beye to sign the settlement agreement of all claims. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

President Beye read the statement of the Board of Water and Sewer Commissioners regarding a settlement between CLP Trust-2016 v Town of Jamestown Board of Water and Sewer Commissioners. (attached)

**VI. ADJOURNMENT**

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn at 3:48 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Attest:

Roberta J. Fagan, Town Clerk



## STATEMENT OF BOARD OF WATER AND SEWER COMMISSIONERS REGARDING SETTLEMENT

In May of 2021, the owner of 68 East Shore Road filed an application to the Jamestown Board of Water and Sewer Commissioners (the Board) requesting that the municipal water main be extended to her house. The Board voted to deny the applicant's request following a hearing in June 2021. The Board filed a written decision reflecting its denial of the request on October 18, 2021.

In March of 2022, an amendment to RI General Laws §46-15-2: An Act Relating to Waters and Navigation-Water Resources Management was put before the General Assembly. The explanation provided by legislative counsel states: "This act would provide the standards for reviewing applications for plans or work for the extension of supply or distribution mains or pipes. This act would also add an appeal of a denial by a public water supply facility pursuant to the administrative procedures act §42-35-15." It was passed by the RI House on May 26, by the RI Senate on June 7 and signed by the Governor on June 15, 2022.

On June 30, 2022, the owner of 68 East Shore Road re-applied to the Board for the same relief, offering essentially the same facts as had been advanced in the first application. The Board declined to hear the new application, relying on the concept of "administrative finality."

The applicant thereafter brought the following legal actions challenging the Board's decisions denying her requests:

1. **A petition for review by the Rhode Island Supreme Court** (entitled CLP Trust 2016 v. Town of Jamestown Board of Water and Sewer Commissioners CA No. SU 2022-0268 MP, Rhode Island Supreme Court.)
2. **A civil complaint in the United States District Court for the District of Rhode Island** (entitled CLP Trust-2016 v. Town of Jamestown et al. CA 22-CV-0331-JJM-LDA, Rhode Island Federal District Court for the District of Rhode Island.) The Federal case lists as defendants the Board of Water and Sewer Commissioners in both their official and individual capacities as well Jamestown's Financial Director, Christina Collins.
3. **An appeal to the Rhode Island Water Resources Board** (entitled In re: Appeal of CLP Trust 2016 by and through its Trustee, Joseph R. Paolino, Jr. from Decision.)
4. **An action against Jamestown's Tax Assessor** (entitled Joseph R. Paolino, Jr, Trustee, and CLP Trust 2016 v. Christine Brochu, NC-2023-0005 in Newport Superior Court.)

The Board and the Commissioners have been represented by both Peter Ruggiero, Esq. as well as legal counsel for the Interlocal Trust, Michael DeSisto, Esq. and Kathleen Daniels, Esq. Our lawyers have periodically provided the Board with developments, insights, and frank legal advice as these cases have progressed in their respective jurisdictions. The Rhode Island Supreme Court agreed to hear the applicant's challenge to the Board's decisions, and arguments were expected in the relatively near future. The exchange of discovery had been ongoing in the case in Federal District Court.

We recognize that the newly revised §46-15-2 of the Rhode Island General Laws, has the potential to have a material impact on the Board's decisions in this matter. Included in amended §46-15-2 RIGL are standards by which applications for plans for the extension of supply or distribution mains are to be

reviewed. The property owner in this matter contends that the new provisions of §46-15-2 entitles them to an extension of water service.

The amended provisions of 46-15-2 RIGL did not exist when the Board heard and decided the merits of the 2021 request. The Commissioners wholeheartedly believe, as does our legal counsel, that the Board's decision to deny this water service extension was sound, prudent, and sustainable on its own. After conferring with legal counsel, the Board has realized that the introduction of this untested new general law into the mix of considerations for judicial review in the pending cases creates legal uncertainty and potentially significant liability risk to the sustainability of our decision. The financial risk is significant- possibly in the millions of dollars. Even if the Commission is ultimately successful, the financial costs of defending our actions and litigating issues related to the interpretation of the new statute would be similarly significant. Either way, the water system users would have to bear these costs.

Under these circumstances, this Board is faced with a classic Hobson's choice, which Merriam-Webster defines as either "an apparently free choice when there is no real alternative" or "the necessity of accepting one of two or more equally objectionable alternatives". The Board's "choice" is either to continue to litigate the matter, which we are told by our legal counsel involves risk and financial liability or settle the matter and allow the water extension. The Board has a fiduciary duty to our water users. A decision to further litigate this matter would be legally perilous in this uncertain legal landscape, and the Board has therefore made the difficult decision to settle this case, which we have determined to be in the best interests of the water system and its users.

The Board is now in the process of rewriting our state mandated Water Management Plan . We will now act to review and amend our local water service rules and regulations, clarify the limits of the water district and the processes by which service is granted . The Board will also seek to improve the flawed newly amended general law to prevent intrusion into the affairs of our Town's water system by the state.



**TOWN COUNCIL MEETING MINUTES**  
**Monday, November 20, 2023**  
**6:30 P.M.**

**I. ROLL CALL**

A regular meeting of the Jamestown Town Council was held on November 20, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, Randy White, and Erik Brine

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Chief Jamie Campbell, Public Works Director Michael Gray, Town Planner Lisa Bryer, Parks & Recreation Director Ray DeFalco, Water and Sewer Clerk Denise Jennings, and Town Clerk Roberta Fagan.

**II. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:34 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

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

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

- A) Approval of Minutes; Review, Discussion, and/or Action and/or Vote:
  - 1) October 16, 2023 (regular meeting)
  
- B) Open Forum – Water & Sewer Matters
  - 1) Scheduled request to address - none
  - 2) Non-scheduled request to address
  
- C) 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
  
- D) Letters and Communication: Review, Discussion, and/or Action and/or Vote:
  - 1) No items at this time.



- 2)
- E) Unfinished Business:
  - 1) Review, Discussion, and/or Action and/or Vote: Continued from October 16, 2023, Water Supply System Management Plan-5 Year Update (October 2023)
- F) New Business:
  - 1) Review, Discussion, and/or Action and/or Vote: Application of Looking Upwards, Inc. (Bridges, Inc.) of 2 Hammett Court, Plat 9, Lot 183-2 for Utility Service Expansion/Change of Use.
  - 2) Review, Discussion, and/or Action and/or Vote: Permission to begin the process of updating the Rules and Regulations of the Board of Water and Sewer Commissioners.
  - 3) Review, Discussion, and/or Action and/or Vote: Permission to (1) draft a Resolution to Rhode Island General Assembly in support of an amendment to RIGL§46-15-2 limiting its application only within the legal boundaries of limited water districts such as in the Town of Jamestown; and (2) permission to request other municipalities join the Town of Jamestown in sending resolutions to Rhode Island State General Assembly in support of Jamestown's requested amendment to RIGL§46-15-2.
  - 4) Review, Discussion, and/or Action and/or Vote: At the recommendation of Public Works Director Gray approval of the Scope of Engineering Services for Wastewater Facilities Improvements to Weston & Sampson Inc. for an amount not to exceed \$95,000.00 as detailed in their proposal dated November 6, 2023.

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

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn from sitting as the Board of Water And Sewer Commissioners. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye.

**IV. OPEN FORUM**

- A) Scheduled request to address: None.
- B) Non-scheduled request to address: None.

Carl Bednarczyk, 51 Capstan Street, stated his opposition to the proposed 3-way stop sign at the intersection of Sloop Street and North Road. Enforcement of current stop sign intersections is ongoing in addition to the speeding issue.

Carol Craft, 865 North Road, read a letter she wrote to the Town Council in opposition to the proposed 3-way stop sign at the intersection of Sloop Street and North Road. She emphasized the need to inform, enforce, and educate bicyclists, pedestrians, and motorists on the rules of the road.

Ron Ratcliff, 23 Ship Street, urged the Town Council to postpone the decision regarding the 3-way stop sign. He cited Federal and State criteria necessary for installation of a new 3-way stop sign, and stated the Town’s plan does not meet that criteria.

Steve Froberg, 937 North Road, stated his opposition to the proposed 3-way stop sign. He resides across from the intersection and stated it would be counterproductive and increase exhaust emission to install a 3-way stop sign. An “eye test” proves it is not necessary; not many vehicles travel down Sloop Street.

Jeff Boal, 994 Fort Getty Road. Jamestown has a roadway sign challenge and problem. Between the Helm Street exit and Fort Getty Road, there are 137 road signs. Adding more cautionary road signs may reduce the effectiveness of the signs.

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

- A) No items at this time.

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

- A) Public Hearings
  - 1) Review, Discussion, and/or Action and/or Vote: Proposed Amendments to the Code of Ordinances, regarding Chapter 70 Section 52 – Traffic and Vehicles. These Amendments are proposed to update and modernize the existing Traffic and Vehicle Ordinance in conformance with 70-51 Stop and Yield Intersections, as advertised in the November 9<sup>th</sup> edition of the Jamestown Press.
    - a) Memorandum and presentation by Chief Campbell regarding the proposed three-way stop at the intersection of Sloop Street and North Main Road
    - b) Communications received in opposition to the proposed three-way stop sign:
      - i) Nicholas Steinbach
      - ii) Rebecca Miller
      - iii) Linda and John Chapman
      - iv) Craig Crawford
      - v) James Rugh

Town Administrator Mello stated he was the one who proposed the crosswalk and three-way stop sign at Sloop Street/North Road. It was in anticipation of the next phase of the bike bath, connecting the path from the reservoir heading north to America Way, and potentially to West Reach. At this time the bike path terminates at the Sloop Street/North Road intersection, and the proposed crosswalk three-way stop was to allow for safe passage across the road; creating a safer intersection for pedestrians, bicyclists, and motorists.

Chief Campbell made a presentation to the Town Council. (attached). He reiterated safety is the main objective. Chief Campbell, Lt. Deneault, and Public Works Director Mike Gray met at the intersection of Sloop Road and North Main Road to discuss additional safety measures for the proposed bike path intersection at this location. After the meeting, it was his recommendation to install two additional stop signs in both directions on North Main Road at the intersection of Sloop Road. In addition, a clearly marked and painted pedestrian crosswalk traveling from the intersection of Sloop Road across both lanes of travel on North Road and connecting to the newly

paved bike path that travels parallel to North Road. Due to the amount of vehicular traffic and the speeds on this roadway, it is recommended that the town explore the idea of installing two illuminated Pedestrian crosswalk signals to be placed at both ends of the crosswalk. These signs will enable pedestrians and cyclists to push a button on a pole which will illuminate the signs and act as a warning system for drivers that pedestrian/bicyclist traffic is preparing to cross the roadway. The signs, RRFB PEDESTRIAN CROSSWALK SYSTEMS (example) are also equipped to run on solar power.

A lengthy discussion ensued. President Beye would like to take a measured approach to additional safety measures, suggesting starting with illuminated crosswalk signs and monitoring speeding motor vehicles.

Education is important, Chief Campbell commented, but it is concerning to have just a crosswalk. As a community policing town, collaboration with citizens to address community issues and needs is essential. Based on Mr. Bednarczyk's letter and noted problem intersections, Chief Campbell informed the entire Jamestown Police Department and instructed increased enforcement of the rules of the road.

Councilor M. White commented there are a lot of signs in Jamestown but he may be in favor of the proposed stop signs and crosswalk. He lived on Sloop Street previously and routinely exercised in the area. It has been his observation that vehicles travel very fast on North Road.

Councilor Brine asked if Chief Campbell could verify Mr. Ratcliff's data points regarding Federal and State requirements.

Councilor R. White would be in favor of a measured approach, also. He asked for clarification on the types of light-up pedestrian signs. Are there options on the devices that flash red to require a vehicle to stop?

Vice President Meagher suggested an appropriate/minimum first step would be a crosswalk. She also suggested a crosswalk at Frigate Street is necessary as well.

Karen Portens, 154 Columbia Lane, asked if the Bike Path Committee has been involved in this issue.

Awareness and education, especially in the Jamestown school zones, should be addressed, stated Mrs. Ratcliff.

Karen Johnson, Davitt Avenue, supports the Chief's recommendation. She witnessed a bicyclist being struck by a vehicle in Nantucket. Protect and prevent avoidable accidents.

John Hamill, Columbia Lane, a member of the Bike Path Committee, stated the terminus of the bike path is hazardous.

David Minus, Lawn Avenue, volunteers to cut the grass at Godena Farm. The crosswalk and signs at the Town playground prove sufficient. The Bike Path Committee should have addressed this issue already.

Paul Sprague, Mast Street, stated 45 seconds is a lot of time for a vehicle to stop, and we should be educating our children to look both ways.

A motion was made by Councilor M. White with a second by Councilor Brine to install a crosswalk with an illuminated crosswalk sign.

Councilor R. White countered the motion to paint the crosswalk only.

Town Administrator Mello made clarifying statements. The Town would be required to install stationary warning signs approaching the crosswalks. There are several measured approach alternatives, and not as aggressive as the referenced lights in Newport. The bike path improvements are ongoing, including signage and warning signs on the bike path.

A motion was made by Vice President Meagher to amend the motion, with a second by Councilor M. White to paint a crosswalk with the necessary required signage at the intersection of Sloop Street and North Road.

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

A motion was made by Vice President Meagher with a second by Councilor M. White to convene as the Town Council sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 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 December 1, 2023:
    - CLASS F (NON-PROFIT)
    - Out of the Box Studio & Gallery
    - 11 Clinton Avenue
    - Jamestown, RI 02835
  - a) Review, Discussion, and/or Action and/or Vote for Approval of the CLASS F (NON-PROFIT) LIQUOR LICENSE

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Out of the Box Studio & Gallery one-day CLASS F (NON-PROFIT) Liquor License scheduled for December 1, 2023. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn from sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

*Please Note the Following Items are Status Reports and Matters of Interest to the*



***Council and are for Informational Purposes unless Indicated Otherwise:***

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

**1) Senior Center feasibility study draft summary.**

A "final" draft of the feasibility study performed by Union Studios has been received. Town staff, a representative from the Senior Advisory Committee, and the Friends of Jamestown Seniors will review. Once there is consensus on the content, it will be brought forward to the Council, with a suggested workshop before the December 4<sup>th</sup> Town Council meeting.

**2) Conanicus Avenue Seawall repair/construction update.**

Approximately 80' of the seawall running along Conanicus Avenue at East Ferry was damaged during a storm event last year. This property is owned and maintained by the RI Department of Transportation. RIDOT has notified Town staff that repair/construction is set to begin this week and is expected to be completed by January 31, 2024.

**3) North Road Bike Path/town roads paving update.**

The Department of Public Works and Lynch Construction continues the work on the bike path on North Road. As previously indicated this phase will terminate at the intersection with Sloop Street. During the 2024 paving season, the feasibility of completing the next phase of the bike path continuing north will be assessed. Additional paving is currently underway in the Reise Road, Penny Road, and Bay Terrace neighborhoods.

**4) Harbor Budget and Harbor Rates (agenda item).**

The adoption of the FY24/25 Harbor Division Budget as proposed by the Harbor Commission is on the agenda for Council consideration. The budget includes capital project funding as well as a proposed rate increase of 10% for all user groups. The last rate increase for users occurred in 2018. A comparison of other communities is included for reference. (new business)

**5) Harbor Division Rule Book (agenda item).**

The Executive Director and Harbor Management Commission continue to update various rules regarding waterfront activities. Rules, as proposed by the Harbor Management Commission, include revisions to the use of outfalls and beach permits. (consent agenda)

**6) Ft. Getty Pier Use/Upweller agreement (agenda item).**

The Harbor Management Commission considered the request of Tony and Joe Pinheiro. They recommended an additional one-year agreement under the same conditions as previously applied. Staff would need to determine appropriate insurance coverage as required by the Trust and amend it as necessary. (new business)

**7) Town of Jamestown Facility(s) Tour.**

In the past, the Town Council has been offered the opportunity for a tour of all Town-owned facilities. Town staff are prepared to schedule a tour at the Council's convenience.

**8) 91 Carr Lane update.**

On November 1, the Newport Superior Court issued a decision to uphold the Planning Board's

approval of the Carr Lane project as proposed along with Church Community Housing(CCH). Absent any further appeal, the project is expected to be completed by the end of 2024. The project will include two (2) three (3) bedroom affordable housing units. The Council is asked to consider a request to CCH to provide a home buyers program offered locally to focus on current residents, Town staff, and volunteers.

**9) Short -Term Rental Registration status update.**

The online registration portal is live. To date, fifty (50) applications have been received. Town staff continue with processing the applications and conducting the building and fire inspections.

**10) Beavertail Lighthouse Ceremony postponed.**

GSA and RIDEM had previously scheduled a ceremony to recognize the transfer of the Beavertail Lighthouse and property from the US Government to RIDEM. The event has again been postponed to an undetermined future date. GSA and RIDEM indicate that this will not interfere with the property transfer nor the development of a lease from RIDEM to the Beavertail Lighthouse Museum Association and the Town.

**11) Ferry Dock/Operations 2023 (agenda item).**

The current use agreement between the Town and CMS/Jamestown Newport Ferry will expire on December 31, 2023. Included in the Council's meeting packets are: the Town Administrator summary report; the report of Executive Director Steven Bois; the current use agreement document; and the proposed schedule from CMS for the 2023 season (new business).

**VIII. UNFINISHED BUSINESS**

**A) Review, Discussion, and/or Action and/or Vote: Approval of Parks & Recreation Director DeFalco recommendation for the 2024 Fort Getty Season Rates and Season Dates.**

**1) Memorandum from Parks and Recreation Director DeFalco with revised 2024 Fort Getty Season Rates and Season Dates.**

Parks and Recreation Director DeFalco gave a brief overview of the revised 2024 Fort Getty Season Rates and Season Dates.

A motion was made by Vice President Meagher with a second by Councilor Brine to approve the 2024 Fort Getty Season Rates and Season Dates as presented. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

**IX. NEW BUSINESS**

**A) Review, Discussion, and/or Action and/or Vote: At the recommendation of the Harbor Management Commission, approval of the Sunset Oyster Farms request for a one-year lease for a floating upweller vessel to be operated at Fort Getty Pier.**

**1) Copy of the 2022 Sunset Oyster Farms floating upweller located at Fort Getty approval letter; and request from Joseph and Tony Pinheiro to renew the one-year lease.**

A motion was made by Vice President Meagher with a second by Councilor M. White to provisionally approve the Sunset Oyster Farms request for a one-year lease for a floating upweller vessel to be operated at Fort Getty Pier, based on the Interlocal Trust's liability requirements. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor M. White to move item D) up on the agenda. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

D) Review, Discussion, and/or Action and/or Vote: Approval of the FY2024-2025 Harbor Management Division Operating Budget, Capital Improvement Budget, and 2024 Mooring Rates, unanimously approved by the Harbor Management Commission on November 8, 2023:

- 1) FY2024-2025 Harbor Management Division Proposed Operating Budget
- 2) FY2024-2025 Harbor Management Division Proposed Capital Improvement Budget
- 3) 2024 Proposed Mooring Rates

Executive Director Bois noted there has been no rate increase on record in quite a while. It was considered in 2019, but not acted on.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve as presented: 1) FY2024-2025 Harbor Management Division Proposed Operating Budget; 2) FY2024-2025 Harbor Management Division Proposed Capital Improvement Budget; and 3) 2024 Proposed Mooring Rates. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- B) Review, Discussion, and/or Action and/or Vote: At the recommendation of the Harbor Management Commission, approval of the Harbor Management Rule Book
- 1) Memorandum from Harbor Executive Director Bois to Town Administrator Mello with amendments and additions to the Harbor Management Rule Book.

Executive Director Bois reviewed the steps for amending the Harbor Management Rule Book.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve, at the recommendation of the Harbor Management Commission, the Harbor Management Rule Book. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- C) Review, Discussion, and/or Action and/or Vote: At the recommendation of the Harbor Management Executive Director, approval of the annual license Agreement between the Town of Jamestown and Conanicut Marine Services, Inc. DBA Jamestown Newport Ferry
- 1) Memorandum from Town Administrator Mello and memorandum from Harbor Executive Director Bois regarding the 2023 ferry and charter service operations at East Ferry.

Executive Director Bois reviewed the 2023 observations and potential shared use of the concrete floating dock, noting there would be no interference with the CMS/Jamestown Newport Ferry schedule.

A motion was made by Councilor R. White with a second by Vice President Meagher to instruct Town staff to work with CMS/Jamestown Newport Ferry to develop a use agreement. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

- A) Ordinances: Discussion and Possible Action to Order to Advertise in the Jamestown Press; Notice of a Public Hearing to take place on December 18, 2023, at 6:30 p.m. for Proposed Amendments to the Zoning Code of Ordinances.

Discussion ensued regarding potential dates for the Public Hearing. There was a question about whether additional amendments needed to be incorporated into the Zoning Code of Ordinances.

No action was taken. The item will be placed on a future agenda.

- B) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:

- 1) Beavertail State Park Advisory Committee, One (1) member vacancy; with a three-year term ending 12/31/2026, duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press:
- a) Letter of resignation (reached term limit):
    - i) Kathleen Schweitzer (not seeking reappointment)
  - b) Interested Applicant(s):
    - i) Gordon Rapkin
      - i. Application received November 6, 2023

A motion was made by Vice President Meagher with a second by Councilor M. White to schedule interviews. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 2) Conservation Commission, Two (2) member(s) vacancy; with a three-year term ending 12/31/2026, duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press; and Two (2) member vacancy(s), with an unexpired three-year term ending 12/31/2024 and 12/31/2025, permission to order to advertise vacancy(s):
- a) Request for reappointment:
    - i) Barbara Lundy
    - ii) Susan Shim Gorelick
  - b) Unexpired term vacancy(s):
    - i) Robert Shein, unexpired term ending 12/31/2024
    - ii) Anne Kuhn-Hines, unexpired term ending 12/31/2025
  - c) Permission to order to advertise vacancy(s):
    - i) One (1) unexpired three-year term ending 12/31/2024
    - ii) One (1) unexpired three-year term ending 12/31/2025



A motion was made by Vice President Meagher with a second by Councilor R. White to appoint Barbara Lundy and Susan Shim Gorelick to the Conservation Commission with a three-year term ending 12/31/2026. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor Brine to approve the order to advertise one vacancy on the Conservation Commission with a three-year term ending 12/31/2024. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Harbor Management Commission, Two (2) member(s) vacancy, with a three-year term ending 12/31/2026 duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press; and One (1) member vacancy, with an unexpired three-year term ending 12/31/2024:

- a) Request for reappointment:
  - i) Jessica McCarthy
  - ii) Mark Campbell

A motion was made by Vice President Meagher with a second by Councilor R. White to appoint Jessica McCarthy and Mark Campbell to the Harbor Management Commission with a three-year term ending 12/31/2026. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- b) Permission to order to advertise the One (1) member vacancy, with an unexpired three-year term ending 12/31/2024; and/or Appointment of previously interviewed applicant(s) for the One (1) member vacancy, with an unexpired three-year term ending 12/31/2024:
  - i) Paul Sprague
    - i. Application(s) received November 29, 2021 and October 2, 2023.
    - ii. Interviewed on January 10, 2022.
    - iii. Opted-in to keep an application on file for one year.
  - ii) Kristopher Matthews
    - i. Application received March 30, 2023.
    - ii. Interviewed on May 15, 2023.
    - iii. Opted-in to keep an application on file for one year.
  - iii) James (Jim) Archibald
    - i. Application received September 15, 2023
    - ii. Interviewed October 16, 2023
    - iii. Opted-in to keep an application on file for one year

- iv) Karl Seelig
  - i. Application received September 27, 2023
  - ii. Interviewed on October 16, 2023
  - iii. Opted-in to keep an application on file for one year

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint James Archibald to the Harbor Management Commission with an unexpired three-year term ending 12/31/2024. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 3) Jamestown Housing Authority, One (1) Resident Commissioner vacancy, with a five-year term ending 12/31/2028, duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press:
  - a) Results of the November 16, 2023 open election\*:
    - i) Gerry Precious (seeking reappointment)

\*According to RIGL 45-26-4 (a) (2) a public housing resident commissioner shall be appointed by the appointing authority from a list of nominees chosen in open election by the occupants of public housing.

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Gerry Precious with a five-year term ending 12/31/2028. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 4) Juvenile Hearing Board, Two (2) full member(s) vacancy, with a three-year term(s) ending 12/31/2026, and One (1) alternate member vacancy, with a two-year term ending 12/31/2025; duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press:
  - b) Request for reappointment:
    - i) Gary P. Cournoyer
    - ii) Jill Harrison
    - iii) Barbara Szepatowski\*

\*requesting full membership

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Gary P. Cournoyer and Jill Harrison with a three-year term ending 12/31/2026. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

The Town Council acknowledged Barbara Szepatowski's letter requesting full membership.

A motion was made by Vice President Meagher with a second by Councilor M. White to order to advertise the One (1) alternate member vacancy, with a two-year term ending 12/31/2025. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 5) Library Board of Trustees, Three (3) member(s) vacancy, with a three-year term ending 12/31/2026; duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press
  - c) Letter of resignation:
    - i) Robert Flath (not seeking reappointment)
  - a) Request for reappointment:
    - i) Devi Ross
    - ii) Christopher Walsh
  - b) Interested applicant(s):
    - i) Gordon Rapkin
      - i. Application received November 6, 2023
    - ii) Holly Turton
      - i. Application received November 15, 2023

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Devi Ross and Christopher Walsh to the Library Board of Trustees with a three-year term ending 12/31/2026. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Interview Holly and Gordon at the December 4<sup>th</sup> Town Council meeting.

- 6) Tree Committee, Two (2) member(s) vacancy, with a three-year term ending 12/31/2026; duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press:
  - a) Request for reappointment:
    - i) Darcy Margratten
    - ii) Thomas Waddington
  - b) Interested applicant(s):
    - i) Gordon Rapkin
      - i. Application received November 6, 2023

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Darcy Magratten and Thomas Waddington to the Tree Protection and Preservation Committee with a three-year term ending 12/31/2026. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 7) Zoning Board of Review, One (1) full member vacancy, with a five-year term ending 12/31/2028, and three (3) alternate member(s) vacancy, with a one year-term ending 12/31/2024; duly advertised in the October 5<sup>th</sup> and 12<sup>th</sup> editions of the Jamestown Press:
  - a) Request for reappointment:
    - i) Terrance Livingston
    - ii) Robert Maccini
    - iii) John Shekarchi
    - iv) James Sisson
  - b) Interested applicant(s):
    - i) Gordon Rapkin
      - i. Application received November 6, 2023

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Terrance Livingston as a full member to the Zoning Board of Review with a five-year term ending 12/31/2028; and John Shekarchi as 1<sup>st</sup> alternate; James Sisson as 2<sup>nd</sup> alternate; and Robert Maccini as 3<sup>rd</sup> alternate with one-year term(s) ending December 31, 2024. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White, Aye; and Councilor R. White, Aye.

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

**XI. CONSENT AGENDA**

*An item on the Consent Agenda need not be removed for simple clarification or correction of typographical errors. Approval of the Consent Agenda shall be equivalent to 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) Minutes of Boards/Commissions/Committees
  - 1) Affordable Housing Committee Attendance (2023)
  - 2) Board of Canvassers (September 1, 2023)
  - 3) Board of Canvassers (September 5, 2023)
  - 4) Board of Canvassers (September 15, 2023)
  - 5) Board of Canvassers (October 17, 2023)
  - 6) Board of Canvassers (November 1, 2023)
  - 7) Conservation Commission Attendance (2022-23)
  - 8) Harbor Management Commission Attendance (2023)
  - 9) Harbor Management Commission (October 3, 2023)
  - 10) Harbor Management Commission (October 11, 2023)
  - 11) Juvenile Hearing Board Attendance (2023)
  - 12) Planning Commission Attendance (2023)
  - 13) Planning Commission (October 18, 2023)
  - 14) Zoning Board of Review Attendance (2023)

- B) Tax Assessor’s Abatements and Addenda of Taxes

ADDENDA TO THE 2023 TAX ROLL		
02-1034-00	SW/ISDS CHANGE	\$ 20.00
02-1034-00	C/O ISSUED 10/26/2023	\$ 586.07
TOTAL ADDENDA/GRAND TOTAL TO TAX ROLL		\$ 606.07

- C) At the recommendation of Public Works Director Michael Gray authorization to approve awarding the East Ferry Sidewalk Improvements Project bid to New England Building and Bridge for an amount not to exceed \$246,635.00.
- D) At the recommendation of Tax Assessor Christine Brochu authorization to approve awarding the Statistical Revaluation of Property Values as of December 31, 2024 contract to Catalis for an amount not to exceed \$72,900.00



- E) One-Day Event/Entertainment Applications:
  - 1) Applicant: Out of the Box Gallery & Studio
  - Event: Sip & Paint
  - Date: December 1, 2023
  - Location: 11 Clinton Avenue

Communications were acknowledged.

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

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

- A) Communications Received:
  - 1) Copy of Email to: Town Clerk Roberta Fagan
    - From: Deirdra Hayes, RI Department of Transportation
    - Dated: November 14, 2023
    - Re: Conanicus Seawall Repairs
  - 2) Copy of Letter to: Town Council
    - From: Johnathan J. Lucido, Amanda Lucido, Susan Little, Allen Sexton, Phillip Tickner, John Russo, Cathy Russo, Kevin Evans, Cathy Page-Evans, and John Gouvin
    - Dated: November 14, 2023
    - Re: Town Council’s vote regarding the tree located on the Steamboat Street Right of Way.
  - 3) Copy of Letter to: RI State Representative Alex Finkelman
    - From: Taxpayers Association of Jamestown
    - Dated: November 12, 2023
    - Re: RI Energy Rate Increase
  - 4) Copy of Letter to: Jamestown School Committee
    - From: Taxpayers Association of Jamestown
    - Dated: November 12, 2023
    - Re: 2024-2025 Proposed School Budget

**XIII. ADJOURNMENT**

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn at 9:27 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

**Attest:**

**Roberta J. Fagan, Town Clerk**



## MEMORANDUM

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*From the desk of Chief James P. Campbell*

DATE: 10/16/23

TO: Town Administrator Edward Mello

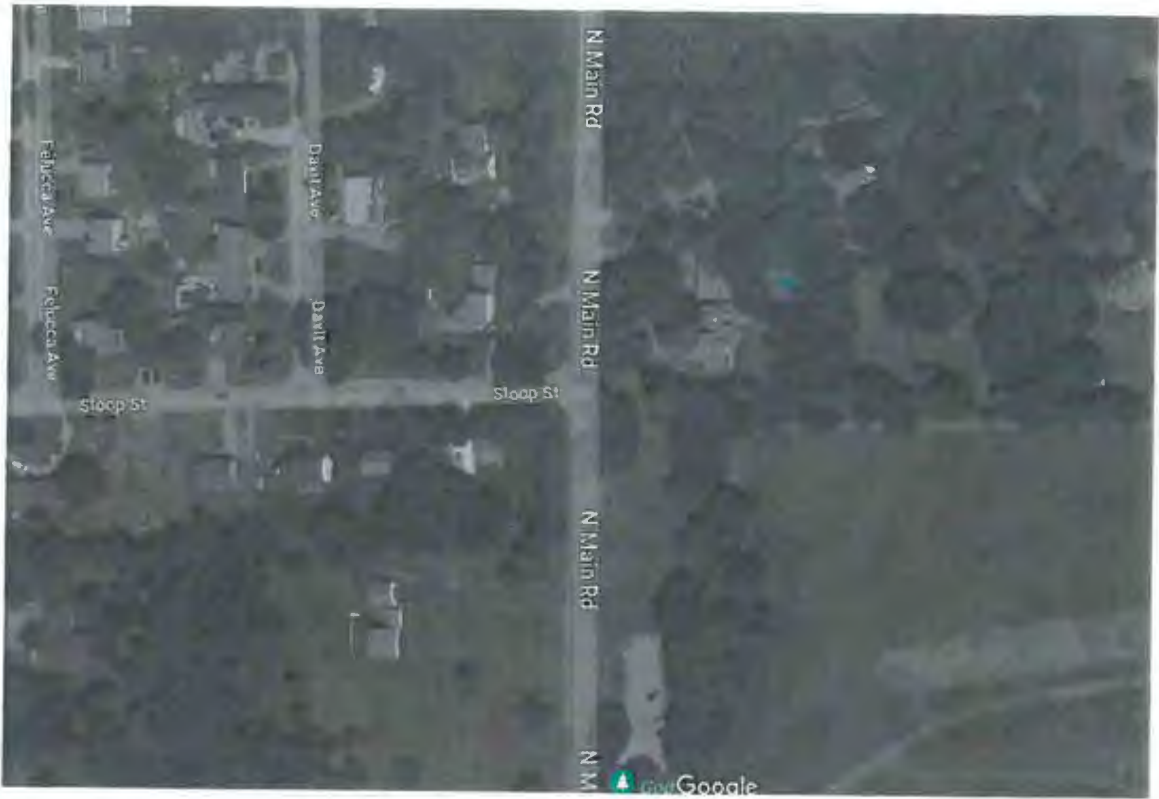
FROM: Chief James P. Campbell

SUBJECT: Bike Path Safety Measures Sloop Road @ North Main Road

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On 10/10/23 Lt. Deneault and I met with Public Works Director, Mike Gray, at the intersection of Sloop Road and North Main Road to discuss additional safety measures for the proposed bike path intersection at this location. My recommendation after the meeting, is to install two additional stops signs in both directions on North Main Road at the intersection of Sloop Road. In addition, a clearly marked and painted pedestrian crosswalk traveling from the intersection of Sloop Road across both lanes of travel on North Road and connecting to the newly paved bike path that travels parallel to North Road. Due to the amount of vehicular traffic and the speeds on this roadway, I am recommending that the town explore the idea of installing two illuminated Pedestrian crosswalk signals to be placed at both ends of the crosswalk. These signs will enable pedestrians and cyclists to push a button on a pole which will illuminate the signs and act as a warning system for drivers that pedestrian/bicyclist traffic is preparing to cross the roadway. The signs, **RRFB PEDESTRIAN CROSSWALK SYSTEMS** (example) are also equipped to run on solar power.

Chief Campbell



# **SAFETY**

Sloop Street @ North Main Road  
Bicycle/Pedestrian Bike Path  
Cross walk/Signage Proposal

*Chief Jamie Campbell*

*&*

*Director Michael Grav*



## Current Intersection Layout

Sloop Street &  
North Main Road  
Current Intersection





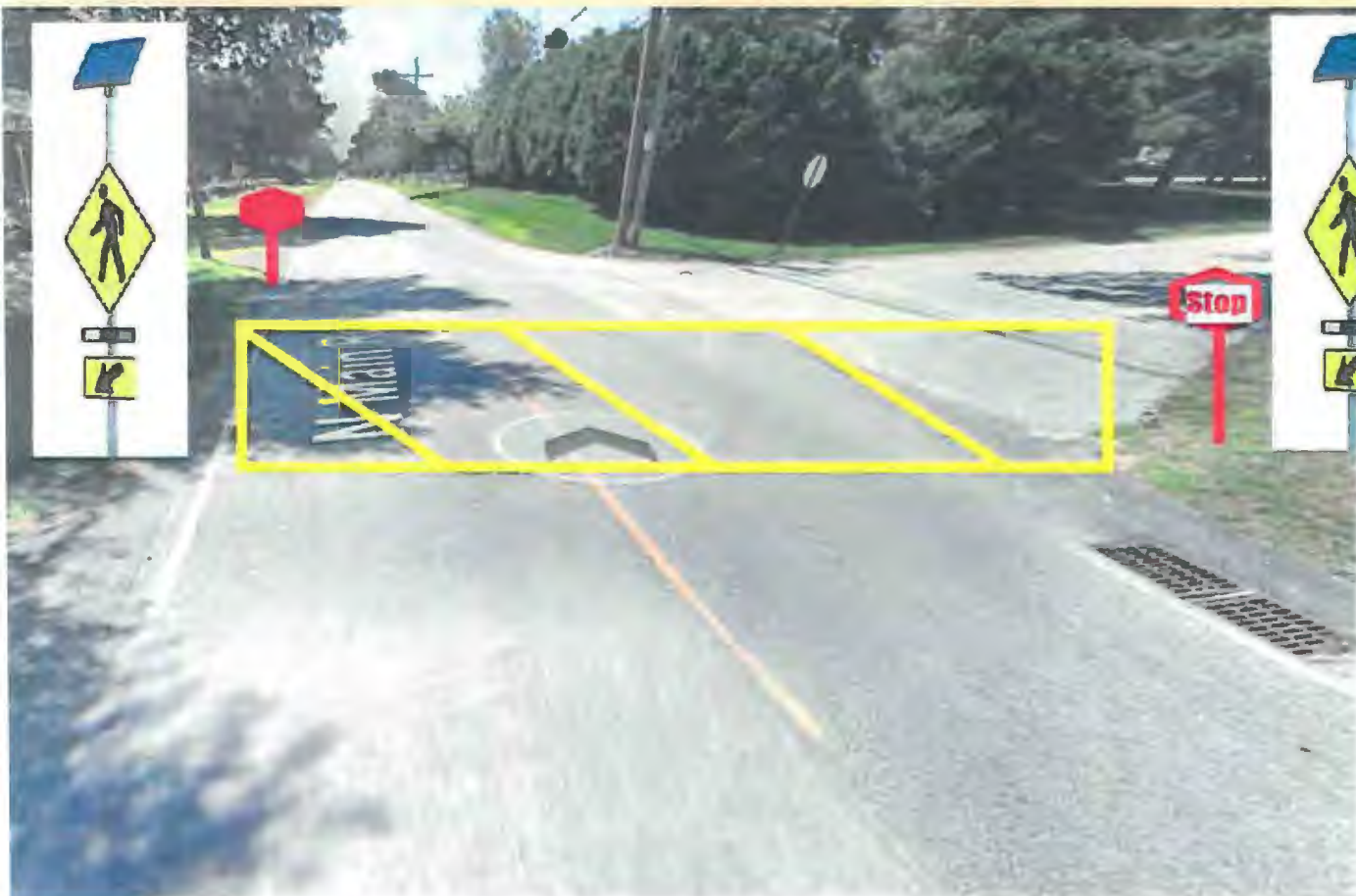
## Increased SAFETY Signage Proposal N.Main @ Sloop Intersection

2 Additional Stop Signs on North Main Road – Facing Northerly and Southerly Direction @ Sloop Street

2 double sided Illuminated Pedestrian Crosswalk Signs- Facing Northerly/Southerly Direction N. Main@ Sloop

White Painted Crosswalk Connecting Sloop Street to Bike Path on North Main Road

Addition of Early Warning signs in both directions well in advance of Sloop/N. Main Intersection



N. Main Road (southerly Direction) Intersection with Sloop Street

***Proposed Crosswalk & Early Warning Pedestrian Illumination***

**Newly Painted Cross Walk**

- Connecting Sloop Street to Bike Path
- Installation of **2 Pedestrian Early Warning Signs**
- Instillation of **Stop Sign** Both Directions on N.Main Road

## Stop Signs Purpose

- Safety
- Provide another layer of Protection
- Help Assign Right of Way
- Not a Traffic Calming Device
- Drivers Chance Assess Surroundings





## Illuminated Crosswalk Signs (Solar Panel)

---

Push Button Activated  
Double Sided- Alerts Drivers in  
Both directions with a single  
push of button

Purpose- Increase Driver  
Awareness at Crosswalks



# Traffic Study Analysis North Main Road

## **OVERVIEW**

North Rd @ Sloop St

November 7-11, 2023

Both directions

Average Vehicles Per Day Approx 1,900

Average Speed of Vehicles 30mph



**Jamestown Police Department**  
 300 Centaurus Ave  
 Jamestown, RI 02838  
 (401) 425-1217

**Speed Enforcement Evaluator**

**Location:**  
 North Rd

**Closest Cross Street:**  
 Sloop St

**Analysis Dates:**  
 Tuesday, November 7, 2023  
 Saturday, November 11, 2023

**Requested By:**  
 Chief Campbell

**Total Percentage of Enforceable Violations**



**0%** **100%**  
**Posted Speed Limit: 25 MPH**  
**Percentage Above Limit: 71.7%**  
**Enforcement Rating: MEDIUM**

**Northbound**



**Percent Above Limit: 71.5%**  
**Enforcement Rating: MEDIUM**

**Southbound**



**Percent Above Limit: 71.9%**  
**Enforcement Rating: MEDIUM**

Collided													
1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66
0	5	112	1188	1212	1302	1628	1622	1221	52	17	0	0	0
85 percentile = 37													
Northbound													
1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66
0	0	60	552	234	370	1488	964	252	23	6	0	0	0
85 percentile = 37													
Southbound													
1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	66
0	0	54	603	726	810	1428	982	270	24	7	0	0	0
85 percentile = 37													

**Jamestown Police Department**

260 Conanicut Ave  
 Jamestown, RI 02836  
 (401) 423-1212

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Date Printed: 14-Nov-23

North Rd  
 Sloop St

**COMBINED**

Report for 11/7/2023 12:05:26 PM to 11/11/2023 6:59:59 PM

**SPEED STATISTICS - 15 to 70+ by 5 MPH**

Speed in MPH	1 - 15	16 - 20	21 - 25	26 - 30	31 - 35	36 - 40	41 - 45	46 - 50	51 - 55	56 - 60	61 - 65	66 - 70	71 - 75	76 - 999
Count	123	1193	1437	1404	2934	1982	547	9	12	0	0	0	0	0
Percent	1.3	12.3	14.8	14.5	30.3	20.2	5.6	1.0	0.1	0.0	0.0	0.0	0.0	0.0
Over Speed	15	20	25	30	35	40	45	50	55	60	65	70	75	999
Count	9613	8420	6983	5574	2620	658	111	12	0	0	0	0	0	0
Percent	98.7	86.5	71.7	57.3	26.9	6.8	1.1	0.1	0.0	0.0	0.0	0.0	0.0	0.0
Percentile	5%	10%	15%	45%	50%	55%	85%	90%	95%					
Speed	18	19	21	31	32	33	38	39	41					

Average 30  
 (Mean)

Pace Speed 29-38  
 Number in 5089  
 Pace  
 Percent in 52.3  
 Pace

## *Purpose For Adding Signage At Sloop/N. Main Street*

- Increase Safety for Pedestrians/Cyclists Utilizing Bike Path and Motor Vehicle Operators At Intersection

### **DATA EXAMPLES**

- Pedestrians Struck by Cars @ 40mph Face a staggering 90% Fatality Rate

- Pedestrians Struck by Cars at 20mph the Fatality Rate drops to 10%

- Discuss Reaction Perception Time – Vehicles Velocity Rate at 40mph is 59FPS ( EXAMPLE)

- The average human beings Reaction/Perception time to an unexpected event is 1.6 seconds

- In this case the average operator will travel approx. 94 FEET, before they realize Pedestrian/Cyclist is in the ROADWAY

- Enforcement/ Unrealistic -24 hours a day

-Regardless of Speed Limits- Motorists travel at the speeds they are most comfortable with

**Officer** “ Did you realize you were speeding”

**Motorist** “ I had no idea I was traveling that fast”



**SAFETY of those in our COMMUNITY  
is OUR TOP PRIORITY**

Increase Signage and Increase Pedestrian/Cyclist Safety on Bike Path

Prevent Accidents



Increase Signage





Approved as amended  
**Jamestown Affordable Housing Committee Minutes**  
September 20, 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, Fred Pease, Wayne Moore, Quaker Case, Dave Pritchard, Job Toll and Lisa Bryer. Also present: Carrie Kolb and Richard Doyle and Susan Barker  
Not present: Susan Gorelick, Mary Meagher

**II. Approval of Minutes**

1. August 16, 2023 - review, discussion and/or action and/or vote

A motion to approve the minutes of the August 16, 2023 meeting as written was moved by Pease and seconded by Toll. All in favor

**III. Accessory Dwelling Units (15 min) Review, discussion, and/or action and/or vote**

a. Review of Planning Commission meeting and next steps

The Town Council will have a workshop and a hearing for the Zoning Ordinance which ADUs are part of. Bob Plain talked about ADUs at the Town Council Meeting and wants make a change to "one of the two dwelling unit has to be owner occupied." His question is why and what is the public policy good? He thinks they should both be allowed to be rented. Case asked how? Plain said if you can rent both units its good. Case said you have to rent both at an affordable rent for it to be good. Plain said that an economist would say more rentals is good because more rentals there are the more people who can't afford to own can rent. Pritchard asked about Short-term Rentals (STR)? ADUs can't be less than one year in our new ordinance. Bryer proposed, if not owner occupied, then the both units (if rented) must be made available for a long-term lease (one year or more).

Discussion ensued regarding outside companies that purchase properties for rentals. They discussed whether we can restrict ownership, and whether people are building for rentals.

Discussion ensued regarding the size of an ADU. Pritchard asked why the size is limited to 800 sq ft. Bryer stated that the State has 700 sq ft and several other towns have 800 sq ft. We do not want to have accessory structures bigger than the main house and limited to one ADU per lot. Plain gave the example of a primary dwelling being 710 sq ft and the ADU being 700 sq ft., with both being small. Plain said that people with smaller homes will most likely not create ADUs.

Affordable Housing Committee Minutes  
 September 20, 2023  
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Hammett Court will have smaller units that are 500 sq ft. Moore said that the Arcade in Providence has units that are 300 sq ft. Case raised the question; how small can a unit be and be a year-round rental?

Pritchard asked why ADUs are not allowed in CD? Bryer reviewed the table. CD allows mixed use by right in CD and that includes residential and commercial/office so there is no need. She does not think an ancillary separate unit behind or beside a commercial or multi-family dwelling seems appropriate. Put it as part of the development plan as part of the existing structure.

Pritchard asked about the Town providing an interest free loan? Plain said that there are more things we can do, including no increased tax on the improvement on ADU if deed restricted. If the ADU is a market rate rental, then the improvement is not subject to an increased tax rate for 5 years in S. Kingstown.

Bob – will draft a letter to the Council that would suggest these small tweaks to the ordinance. He will bring to the next meeting, and then to the Town Council that addresses the following points:

1. ownership
2. size
3. allow in CD district

**IV. Hammett Court (10 min) Review, discussion, and/or action and/or vote**  
 a. Proposed downtown development before the Planning Commission with some market rate units and some units of adults with disabilities. All units are deed restricted and deemed affordable housing. Review, discussion and/or action and/or vote

Bryer explained that the existing commercial building, is proposed to become a 12-unit residential building. Looking Upwards Inc is proposing to use same foot print for 12 units. The units will be for residents with IDD and affordable housing units. All units will be deeded as affordable housing. The Planning Commission meeting tonight (September 20, 2023) is for a Master Plan/Preliminary Public Hearing. The Planning Commission, sitting as the Local Review Board will vote on this issue tonight or at next meeting. The neighbors are concerned with traffic and the applicant did a traffic study. Also drainage and the applicant has proposed a good solution. Plain asked if there is a value to speaking in favor of the project at the hearing? Bryer said yes if the board is in favor of the project. Plain said that Looking Upwards are the best tenants in all the housing projects he works with. The board agreed that every unit we build in Jamestown is one step closer to 10% affordable housing and the project is a great use for the property.

A motion to endorse the project to the planning commission was made and seconded by Pritchard and Case. All in favor. Unanimous.

**V. Funding Mechanisms of Affordable Housing - review, discussion and/or action and/or vote (5 min)**

a. Discussion on permanent source of funding for affordable housing in Jamestown  
 Discussion of funding ensued. The Real Estate Transfer tax from the State is collected and 49% of the tax goes to the Town. In Jamestown, those funds are put into the general fund. Plain would like to have a guaranteed portion of real estate transfer tax. He also realizes that that this

Affordable Housing Committee Minutes  
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year, real estate sales are off. Bryer explained that Jamestown is one of the only Towns that makes a yearly contribution to affordable housing and it has been important gap funding for all affordable housing that has been built.

Pritchard said that he thinks there should be an affordable housing non-profit in Jamestown. Bryer talked about creating an impact fee in Jamestown only for building permits that are over a certain amount of money and the example of \$2,000,000 was given. Plain remembers Mary Meagher talking about a bond for affordable housing.

Bryer said that budget season is coming up. A letter to Town Council would need to be submitted and presented by December. A recommendation was made to send a letter to the Town Council in November that clearly states this is a budget request. Plain said that we can work on this at the next meeting to ask for a percentage of real estate transfer tax to be dedicated to affordable housing. The committees need to get the Town Council's endorsement and/or plant a seed for impact fees that are earmarked for affordable housing. Bryer said that the Town has \$400,000 in a fund for affordable housing that was a Town Warrant. Toll said that the committee has to be able to explain what we want to do with the funding.

**VI. Community Land Trust/Jamestown Sustainable Resident Program**- review, discussion and/or action and/or vote (5 min) – not discussed at this meeting

**VII. Tools and Techniques for Creating Affordable Housing in Jamestown** - review, discussion and/or action and/or vote (5 min) – not discussed at this meeting

**VIII. Member Reports** (5 min) – none at this time

**IX. Future Meetings and agenda items of Affordable housing Committee** - review, discussion and/or action and/or vote (5 min)  
 The next meeting will be on October 18, 2023 at 5:15pm.

**X. Adjournment**

A motion to adjourn at 6:21 pm was moved by Pritchard and seconded by Moore. All in favor

Attest:

Carrie Kolb

Approved as amended  
**Jamestown Affordable Housing Committee Minutes**  
October 18, 2023 at 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, Lisa Bryer, Quaker Case, Wayne Moore, Mary Meagher, Susan Gorelick and Fred Pease.  
Also present: Carrie Kolb and Richard Doyle

**II. Approval of Minutes**

1. September 20, 2023 - review, discussion and/or action and/or vote

A motion to approve the minutes of September 20, 2023 as amended was moved Moore and seconded by Case. All in favor.

**III. Accessory Dwelling Units (15 min) Review, discussion, and/or action and/or vote**

- a. Review of draft letter to Town Council

Discussion of the draft letter ensued. A correction to be made is add: (JAHC) after Jamestown Affordable Housing Committee.

Discussion of the Commercial Downtown District (CDD) ensued. Bryer said that she is opposed to allowing ADUs in CD district because it is already allowed mixed use. She doesn't want a commercial building to add an ADU because it should be part of the planning process. Meagher said that there are about a half dozen existing houses. Bryer said that she is okay with allowing ADUs in CD for residentially developed properties. This language will be amended.

A motion was moved by Toll and seconded by Case to approve the letter as amended. All in favor.

Plain said that he will send the letter to the Town Council and ask to be put on the agenda. Bryer said that the combined public workshop for the Zoning Ordinance is on November 1, 2023 for Town Council and Planning Commission. Plain said that he would like members of the JAHC to be at the meeting. Bryer said that the public workshop will be the first meeting and then there will be a public hearing at a later date.

**IV. Funding Mechanisms of Affordable Housing - review, discussion and/or action and/or vote (5 min)**



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a. Discussion on permanent source of funding for affordable housing in Jamestown Discussion ensued regarding a budget ask to the Town Council. Last year, the appropriated \$125,000 was cut to \$100,000.

Meagher said that the Town has a \$400,000 line of credit. Bryer said some of the money dedicated to Carr Lane.

Discussion of taking out a bond to fund affordable housing ensued. A bond approval is not subject to 4% cap like the budget. The debt service starts out smaller. The bond would be added to the operating budget. What do we use the bond for? As part of the ask, the JAHC needs to go in with a way how to spend the money not just ask for the money. Bryer has language from her budget that she will give to Plain. Meagher recommends asking for \$2 million. A question was asked if a bond would hold the budget harmless? Meagher will find that out.

Discussion ensued regarding creating a permanent funding source with impact fees. Bryer met with Statewide Planning for impact fees and all we would need ask the legislature. The ask would be the impact fee on building permits over a certain threshold, \$2,000,000 was given as an example. Meagher said to bring the threshold down to \$1,500,000. It was discussed that \$500,000 is too low of a threshold because we do not want to impact people who are trying to stay in Jamestown. The legislators will not work on creating an impact fee just for Jamestown without the Town Council support. Toll asked if we could look at building permits for the last few years to see if we are looking at a little or a lot in terms of an impact fee.

Discussion ensued regarding the Affordable Housing Trust Fund. Approximately, \$299,000 is earmarked for 91 Carr Lane commitment and \$274,000 is in the Trust in addition to CCHC earmark. Plain asked if the fund can be invested in Real Estate Investment Trust (REIT). Meagher said that is asking too much for a small finance department.

Discussion ensued regarding the Real Estate Transfer tax. It is a continuous flow of funds from the sale of property in Jamestown.

Discussion ensued regarding the ask to Town Council. Plain said to ask to pass a bond, ask for a percentage of transfer tax with no less than a certain dollar amount (TBD), and impact fees. Plain will work on a letter and the committee will discuss further at the next meeting.

**V. Tools and Techniques for Creating Affordable Housing in Jamestown** - review, discussion and/or action and/or vote (5 min) - none

**VI. Member Reports** (5 min) - none

**VII. Future Meetings and agenda items of Affordable housing Committee** - review, discussion and/or action and/or vote (5 min)

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

Town Council / Planning Commission workshop on Nov 1.

**VIII. Adjournment**

A motion to adjourn at 6:19pm was moved by Pease and seconded by Moore. All in favor.

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Attest:

Carrie Kolb

Approved as amended  
**PLANNING COMMISSION MINUTES**  
**October 18, 2023**  
**7:00 PM**  
**Jamestown Town Hall**  
**93 Narragansett Ave.**

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

The meeting was called to order at 7:01pm and the following members were present:

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

Also present:

Lisa Bryer - Town Planner  
Carrie Kolb – Planning Assistant  
Wyatt Brochu, Esq. – Ruggiero, Brochu & Petrarca  
Brian Haskell, PE

**II. Citizen’s Non-Agenda Item**

**III. Correspondence**

1. TRC recommendation to Zoning Board of Review for 29 Marine Avenue, AP 9 Lot 442, for Development Plan Review for construction of a detached crafted cottage and west end workshop on an undersized lot in the Jamestown Special Development District  
Correspondence was recognized as received.

**IV. New Business**

1. Brian and Ada Haskell, 66 Seaside Drive, AP 14 Lot 70, High Groundwater Table and Impervious Overlay District – Zoning Ordinance Section 82-314 - Sub-district A, review and recommendation to the Jamestown Zoning Board: review, discussion, and/or action, and/or vote

Brian Haskell, PE of 66 Seaside Drive represented himself before the Planning Commission. Haskell is a PE in Rhode Island with a background working on various projects and he has construction experience. The objective for the project is to create laundry room and home office.

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The original laundry is in an unfinished basement, which his wife does not like. The current office desk space is very small and he works from home.

66 Seaside Drive is at the corner of Seaside Drive and Hull Street. The lot is 19,050 sq ft. Zoning allows for 13% lot coverage, and the high groundwater ordinance restricts development to 2,000 sq ft. A soil evaluation was done one year ago with the results of ground water at 46 inches and impervious soil at 36 inches. These results place the property in subdistrict A and require special use permit. Haskell described proposed addition plans with foundation of slab on grade that supports a 2 story structures. The addition will be on the east side in the backyard and doesn't encroach on setbacks. The addition will be 9 ft by 14 ft and perpendicular to the house.

There is an existing brick paver patio. The plans call to re-construct most of the existing patio into a permeable patio. The new patio has additional storm water retainage. Net reduction of stormwater of 67 cubic feet of stormwater with reducing the impervious surface in the patio and adding retention under the deck.

Commissioner Pendlebury asked about a note in the plans for a carport? Haskell explained that "carport" area of the patio is not going to be part of the re-construction. It is not car friendly, but more the size of the area. The O&M plan says not to use salt and sand in the permeable area and the "carport" is near an entry way door. Commissioner Enright suggested re-naming the "carport" to entry patio. Bryer noted that there is no way to get an automobile to the "carport" area without driving over the permeable paving patio and it should not be driven over for compaction reasons. It was agreed.

Discussion ensued regarding existing structure and the addition. There is an existing two-story structure with a bedroom and stair case up to the second floor. Haskell will build up on part of the existing because there is a gable wall on grid line 1 and grid line 2. There will also be an outside staircase from the second floor as a second egress.

Discussion ensued regarding stormwater. Commissioner Swistak said that the new permeable pavers are what makes this project work and asked Haskell about his planning and stormwater experience. Haskell said Jean Lambert helped him with the stormwater and he did use the RI Stormwater Manual. Haskell spent four years in Bangladesh and dealt with stormwater there. He worked on the Navy base on projects and lived in international destinations with challenging weather conditions.

A motion was moved by Commissioner Swistak and seconded by Commissioner Pendlebury as follows:

At the October 18, 2023 Planning Commission meeting, the Planning Commission voted unanimously to recommend to the Jamestown Zoning Board, approval of the application of Brian and Ada Haskell: AP 14, Lot 70; 66 Seaside Drive, Jamestown, RI; being reviewed under Zoning Ordinance Section 314 - High Groundwater Table and Impervious Overlay District Sub-District A review in accordance with the plans entitled "Site Plan, 66 Seaside Drive, Jamestown RI" dated 6/21/23, and supporting documents prepared by Brian Haskell,



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PE for the above referenced property.

The recommendation for approval is based on the following findings of facts and recommended conditions of approval as amended at the Planning Commission meeting and as noted in the Memo from Jean Lambert, PE dated October 12, 2023:

#### **Findings of Fact Section 314**

##### Existing Site

1. The property is 19,050 square feet (sf) in area;
2. The existing site is developed with a house, shed and driveways (total existing impervious area is **2268 sf or 11.9%**). The existing dwelling is a 3-bedroom house and the applicants are proposing 4-bedrooms (see proposed site #2 information on 4 bedroom OWTS approval);
3. Topography on the lot slopes from east to west (towards Seaside Drive) on the site;
4. There are no freshwater wetlands on the property;
5. Soil evaluation results show that the site falls under **Sub-district "A"** requirements of the High Groundwater Table and Impervious Overlay District with 48" to the seasonal highwater table and 36" to impervious soil;
6. The maximum impervious cover allowed is 13.0% (note stated as 10% on application) or 2000 sf. maximum by ordinance;
7. The applicant represented himself and is a registered PE in the State of Rhode Island.

##### Proposed Site

1. The applicant is proposing to construct an addition (126 sf) and remove a 403 sf concrete patio. The patio will be reconstructed with permeable pavers (detail provided on site plan);
2. The existing OWTS (RIDEM #0815-0874: 4-bedroom conventional) is current for maintenance (last inspection October 2022);
3. The total proposed impervious cover will be **1986 sf (10.0%)**;
4. Stormwater runoff associated with the site improvements will be mitigated via infiltration in a separate proposed permeable paver area. A storage volume of 69 cf is proposed (67 cf required);
5. The proposed project complies with the requirements of the HGWT Ordinance;
6. The site is an existing nonconforming lot where all setbacks will be conforming;
7. Jamestown Engineer Jean Lambert provided correspondence to the Building File and Lisa Bryer, Town Planner dated October 12, 2023 regarding the application.

#### **Recommended Conditions of Approval**

1. NO additional bedrooms allowed – existing OWTS permit allows 4 bedrooms only;
2. Erosion and sediment controls must be installed at the down gradient limits of site disturbance and maintained until stabilization of the site is attained;
3. After installation, maintenance and inspection of the OWTS shall continue as

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- required by the Town Onsite Wastewater Management Ordinance;
4. The permeable pavers shown on the approved site plans must be installed and maintained as outlined on the approved site plan and the submitted Operation and Maintenance Plan. The installation of the permeable pavers must be in accordance with the Rhode Island Stormwater Manual;
  5. There is no driving over or parking on the permeable pavers;
  6. There is no roof over the “carport” as labeled and change wording to “patio” on the plans;
  7. Clarification and change is needed on plans; label as existing plans and proposed plans;
  8. Any additional future site work that increases the area of impervious coverage will require a review following the requirements of the High Groundwater Ordinance.

So voted:

Commissioner Pendlebury – aye	Commissioner Cochran - aye
Commissioner Enright – aye	Commissioner Harrison – aye
Commissioner Pfeiffer – aye	Commissioner Prestigiacommo – aye
Commissioner Swistak – aye	

Motion carries 7-0

#### V. Old Business

1. 2023 Community Survey update, review, discussion, and/or action. and/or vote  
 The survey with new questions has been uploaded into Alchmer, the new survey company. We will be sending a link in a few weeks so the Planning Commission can test the survey. The survey takes about 20 minutes to complete.

#### VI. Reports

##### 1. Planner’s Report

##### A. Future meetings – topics and applications

- 1) Joint Town Council workshop on the Zoning Ordinance (tentatively November 1, 2023)

The Town Council scheduled the Zoning Workshop to be held during regularly scheduled Planning Commission meeting as a joint Planning Commission/Town Council workshop on Wednesday, November 1, 2023 at 7pm. The Planning Commission will start at 6:00pm if there are any applications, and at this time there are none.

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

##### 1. September 20, 2023

A motion was moved by Commissioner Enright and seconded by Commissioner Cochran to approve the minutes from the September 20, 2023 meeting as amended. All in favor. Swistak abstained

Page 3: Paragraph 3, Sentence: remove “as”

Page 3: Paragraph 4, Sentence 6: remove “the” add “to”: The application is to...

Page 3: Paragraph 4, Sentence 8: add “in”: Also included in the application...

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Page 4; Paragraph 1, Sentence 2: changed to: "There is a list of relief in the application package marked as Exhibit A"

Page 5; Paragraph 2, Sentence 2: remove "on": "not expanding the impervious"

Page 5; Paragraph 2, Sentence 3: add "and": "use, and traffic impacts..."

Page 5; Paragraph 5, Sentence 5: "Narragansett Avenue for which the Village District Regulations were developed and so it is really administrative housekeeping"

Page 5; Paragraph 6, Sentence 4: remove "on it"

Page 5; Paragraph 7, Sentence 1: remove "taking a lower level and turning it" change to "turning the sub-grade"

Page 5; Paragraph 7, Sentence 2: remove "which" and "takes you"

Page 6; Paragraph 1, Sentence 1: change "created aesthetic" to "aesthetic created"

Page 6; Paragraph 1, Sentence 2: remove "there"

Page 6; Paragraph 3, Sentence 1: change "less" to "fewer"

Page 6; Paragraph 4, Sentence 4: change to "...but that the Zoning Ordinance enacted in 2010 laid upon the lot created non-conformities."

Page 7; Paragraph 3, Sentence 1: remove: "the": "Freeman explained that..."

Page 7; Paragraph 3, Sentence 6: remove: "there is" change to "and", remove "it" change to "water"

Page 7; Paragraph 3, Sentence 7: remove "them" change to "the run-off"

Page 7; Paragraph 3, Sentence 9: remove "it" change to "the water"

Page 7; Paragraph 3, Sentence 10: "connection that will direct all run-off into the retention pond when it is at a low level. Once..."

Page 7; Paragraph 3, Sentence 13: remove "It" change to "The plan"

Page 8; Paragraph 5, Sentence 4: combine "down" and "ward" into "downward"

Page 9; Paragraph 2: Sentence 1: remove "at" change to "and"

Page 9; Paragraph 2: Sentence 2: "They are summarized in the report."

Page 9; Paragraph 2: Sentence 3: remove "on"

Page 9; Paragraph 3: Sentence 2: remove "the": "The differential is that special..."

Page 9; Paragraph 3: Sentence 4: remove "were" change to "was"

Page 10; Paragraph 5: Sentence 9: after "into" add "a Looking Upwards unit"

Page 10; Paragraph 5: Sentence 10: change "Totten's" to "Tottens"

Page 11; Paragraph 1: Sentence 1: remove "in"

Page 11; Paragraph 1: Sentence 2: remove "that"

Page 11; Paragraph 5: Sentence 2: remove "it" change to "the pond"

## VIII. Adjournment

A motion to adjourn at 7:49pm was moved by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

Attest:

Carrie Kolb

## JAMESTOWN ZONING BOARD OF REVIEW

### Minutes of the October 24, 2023 Meeting

A regular meeting of the Jamestown Zoning Board of Review was held at the Jamestown Town Hall, 93 Narragansett Avenue. The Chairman called the meeting to order at 7:00 p.m. The clerk called the roll and noted the following members present:

Richard Boren, Chair  
Terence Livingston, Member  
James King, Member  
Jane Bentley, Member

Also present:

Wyatt Brochu, Counsel  
Peter Medeiros, Zoning Officer  
Alesha Cerrito, Stenographer  
Pat Westall, Clerk

### MINUTES

#### Minutes of August 22, 2023

A motion was made by Terence Livingston and seconded by James King to accept the minutes of the August 22, 2023 meeting as presented.

The motion carried by a vote of 4 – 0.

Richard Boren, Terence Livingston, James King, and Jane Bentley voted in favor of the motion.

Dean Wagner, John Shekarchi, James Sisson and Robert Maccini were absent.

### CORRESPONDENCE

A copy of an e-mail from Deb Foppert, Esq. dated Oct. 17, 2023 withdrawing the Gershenoff application.

All other correspondence was in reference to items on the agenda.

## NEW BUSINESS

### Frankenbach

A motion was made by Terence Livingston and seconded by Jane Bentley to grant the request of Charles H Frankenbach III ETUX and Lauren B Frankenbach whose property is located at 47 Clinton Ave and further identified as Assessor Plat 9, Lot 364 for a Variance from Article 3, Section 82-302 to construct a second floor over an existing first floor which will be 4'5" from the north side of the property instead of the required 7 feet. The second floor will follow the lines of the current structure and not change the distance of the house to the property line.

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

This Variance is granted with the following restriction/condition(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. The property is in zone R-8 which is 5800 sq. ft.
2. The building lot line is nonconforming to the north lot line. The north lot line is 4'5", 7 feet is required.
3. The applicant proposes to add a 480 sq. ft. 2<sup>nd</sup> floor addition on the same footprint.
4. The applicant is proposing to add a bathroom, bedroom, and a walk-in closet on the 2<sup>nd</sup> floor.
5. Nobody spoke in favor of the application.
6. Nobody spoke against the application.
7. An expert, Ms. Carlilse an architect described the application and the Board accepts her testimony as credible.

The motion carried by a vote of 4 – 0.

Richard Boren, Terence Livingston, James King, and Jane Bentley voted in favor of the motion.

Dean Wagner, John Shekarchi, James Sisson and Robert Maccini were absent.

### Kohler

A motion was made by Jane Bentley and seconded by Terence Livingston to grant the request of Joseph C. Kohler and Darlene M. Kohler whose property is located at 13 Ship Street and further identified as Assessor Plat 15, Lot 103 for a Variance from Article 3, Section 302 to construct a stairway to the 2<sup>nd</sup> floor of the south side of the garage which will be 8 feet from the south side of the property line instead of the required 10 feet. The stairway will follow the lines of the current garage structure and will not change the distance of the stairway to the property line.



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

This Variance is granted with the following restriction/condition(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. The setback for the lot is 10 feet and the said applicant is requesting 8 feet on the south side of the property.
2. The property is in a zone R40 which is 14,400 sq. ft.
3. The stairway on the west side will be removed and replaced on the south side.
4. The setback is 8 feet where 10 feet is required.
5. This application met the requirements of the Zoning Board.
6. The stairway will follow the lines of the current garage structure and will not change the distance of the stairway to the property line.

The motion carried by a vote of 4 – 0.

Richard Boren, Terence Livingston, James King, and Jane Bentley voted in favor of the motion.

Dean Wagner, John Shekarchi, James Sisson and Robert Maccini were absent.

### Kuffner

A motion was made by James King and seconded by Richard Boren to grant the request of John Kuffner whose property is located at 75 Blueberry Lane, Jamestown, RI 02835, and further identified as Tax Assessor's Plat 10, Lot 98 for a Variance granted under Article 6, Special Use Permits and Variances, Section 600 and 606. This application is made pursuant to the provisions of section 82-302, Table 3-2, District Dimensional Regulations for the RR80 Zoning District of the zoning ordinance. The Applicant seeks an accessory side yard setback relief of four (4.0) feet where twenty (20.0) feet is required and a front yard setback of 20 feet where 40 feet is required in order to construct a small single stall garage and storage area.

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

This Variance is granted with the following restriction/condition(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is located in a RR80 zone and contains +/-13,590 square feet.
2. The size of the house is 1283 sq. ft.

3. The lot is non-conforming.
4. The shed is L shape 12`x24` with an 8` x 10` "L" as shown in drawings.
5. Garage to have electricity but no water or sewer.
6. Shahin Barzin, Architect, testified that the hardship is due to lot size and topography.
7. The architect testified that they explored all other options and they were exhausted due to site topography leaving the current placement the most viable.
8. No one objected to the project.

The motion carried by a vote of 4 – 0.

Richard Boren, Terence Livingston, James King, and Jane Bentley voted in favor of the motion.

Dean Wagner, John Shekarchi, James Sisson and Robert Maccini were absent.

### Nota

A motion was made by Richard Boren and seconded by Terence Livingston to grant the request of Andrew & Michele Nota, whose property is located at 61 Cole Street, and further identified as Tax Assessor's Plat 9, Lot 154 for a variance for Article 7 Non-Conforming Uses, Sec. 82-705. Alteration of a non-conforming structure. We are seeking to add a family room, bathroom, and mudroom to an existing structure (1,145 sq. ft) which is within the allowed setbacks. The existing structure is non-conforming regarding front (secondary) setback along Cole Street. 9' required, 6.6' existing. We are seeking general administrative relief from the broad Code language and the work as proposed conforms with the Codes technical requirements which includes setbacks, lot coverage, and building height.

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

This Variance is granted with the following restrictions/condition(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is in an R-8 Zone and contains 13,200 sq. ft.
2. The present structure is non-conforming.
3. The existing building is 1,145sq. ft. of living space.
4. The proposed addition will be approximately 977 sq. ft. of which 761 sq. ft. is living space.
5. The addition conforms to the present zoning ordinance.
6. There is no bathroom nor mudroom on the first floor and this addition will resolve that issue.
7. The project manager testified that they were keeping the new ridge line at 17 feet, which is lower than the existing structure.
8. One person corresponded in favor of the application.

9. No one corresponded or spoke in opposition.

The motion carried by a vote of 4 – 0.

Richard Boren, Terence Livingston, James King, and Jane Bentley voted in favor of the motion.

Dean Wagner, John Shekarchi, James Sisson and Robert Maccini were absent.

#### ADJOURNMENT

A motion was made and seconded to adjourn at 8:00 p.m.

The motion carried unanimously.



# 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) Jamestown Rhode Race

Date of Event: Saturday, September 28, 2024 Hours of Event: 7:30 am 10:30 am

Location of Event: Please see attached map Number of people attending: TBD

Name of Applicant/ Business: Rhode Races & Events, Inc.

Mailing Address: 3 Mayo Drive Business Phone #: (401) 427-7764  
Warren, RI 02885 Email Address: karen@rhoderaces.us

Contact Person: Karen Zyons Phone Number: (401) 427-7764

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

Who will the event benefit? Various Local Groups

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

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 #: 47-5412470 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: Will provide when insurance renews for 2024  
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]



# 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
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Warren, RI 02885

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

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

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RI Tax ID #: 47-5412470 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? \_\_\_\_\_

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.*

**New Requirement in Response to COVID- 19:**

**All Applicants must also submit a COVID-19 Event Control Plan:**

**[https://www.reopeningri.com/resource\\_pdfs/COVID-19-Control\\_Plan\\_Fillable\\_Template-Final-5.13.20.pdf](https://www.reopeningri.com/resource_pdfs/COVID-19-Control_Plan_Fillable_Template-Final-5.13.20.pdf)**



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: Kay

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

**For Office Use Only**

License Fee: \$ \_\_\_\_\_ Ins. Policy: \_\_\_\_\_ Ft. Getty Rental Permit: \_\_\_\_\_

For Approval: Please sign, date & provide approximate cost to Town.

Department	Date	Approximate Cost or Comments
Town Administrator:		
Chief of Police:		
Fire Chief:		
Zoning Official:		
Director of Parks & Recreation:		
Director of Public Works:		
Water & Sewer Clerk		
Tax Collector		



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ for the event scheduled for: (date) \_\_\_\_\_ (time) \_\_\_\_\_ with a location of \_\_\_\_\_.

Issued: \_\_\_\_\_  
Erin F. Liese, CMC, Town Clerk

***Please keep this license on hand for the day of the event.***



# 2022 JTN

<https://www.strava.com/routes/2900487109312122436>

**13.13 mi**      **637 ft**      **Road**  
 Distance      Elevation Gain      Run Type

Est. Moving Time: 1:47:24



Route recommendations may be incomplete and/or inaccurate and may contain sections of private land and/or sections of terrain that could be challenging or hazardous. Always use your best judgement about the safety of road and trail conditions and follow traffic and property laws. Est. Moving Time based on your avg pace of 8:11/mi over last 4 weeks

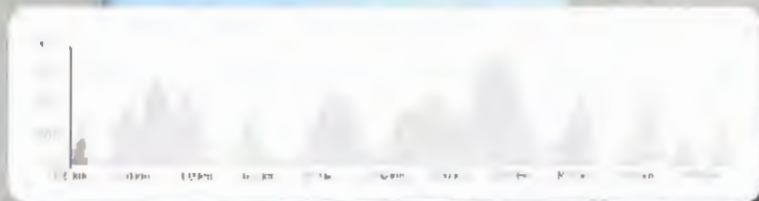
DIRECTION	DISTANCE (miles)
Proceed onto Fort Getty Road	0.0
Proceed onto Fort Getty Road	0.0
Proceed onto Fort Getty Road	0.1
Left onto Beavertail Road	0.4
Proceed onto Beavertail Road	0.5

Continue on Southwest Avenue	0.7
Continue on Hamilton Avenue	0.8
Continue on Highland Drive	0.9
Proceed onto Highland Drive	0.9
Left onto Blueberry Lane	1.4
Proceed onto Blueberry Lane	1.4
Left onto Walcott Avenue	1.9
Proceed onto Walcott Avenue	2.0
Proceed onto Walcott Avenue	2.5
Continue on Canonicus Avenue	2.5
Proceed onto Canonicus Avenue	2.8
Proceed onto Canonicus Avenue	3.3
Proceed onto off-road waypoint. No data available	3.7
Continue on East Shore Road	3.7
Proceed onto East Shore Road	3.8
Proceed onto East Shore Road	4.5
Proceed onto East Shore Road	5.1
Proceed onto East Shore Road	6.2
Left onto America Way	6.9
Proceed onto America Way	6.9
Proceed onto America Way	7.8
Left onto North Main Road	7.9
Proceed onto North Main Road	8.0
Continue on North Road	9.4
Proceed onto North Road	9.8
Right onto Westwind Drive	10.9

Proceed onto Westwind Drive	11.0	Right onto Southwest Avenue	12.0
Left onto Arnold Avenue	11.2	Proceed onto Southwest Avenue	12.1
Right onto Lawn Avenue	11.3	Continue on Beavertail Road	12.3
Proceed onto Lawn Avenue	11.4	Proceed onto Beavertail Road	12.6
Continue on Maple Avenue	11.6	Continue on Fort Getty Road	12.6
Proceed onto Maple Avenue	11.8	Arrive at Finish	13.1
Left onto Spring Street	11.9		



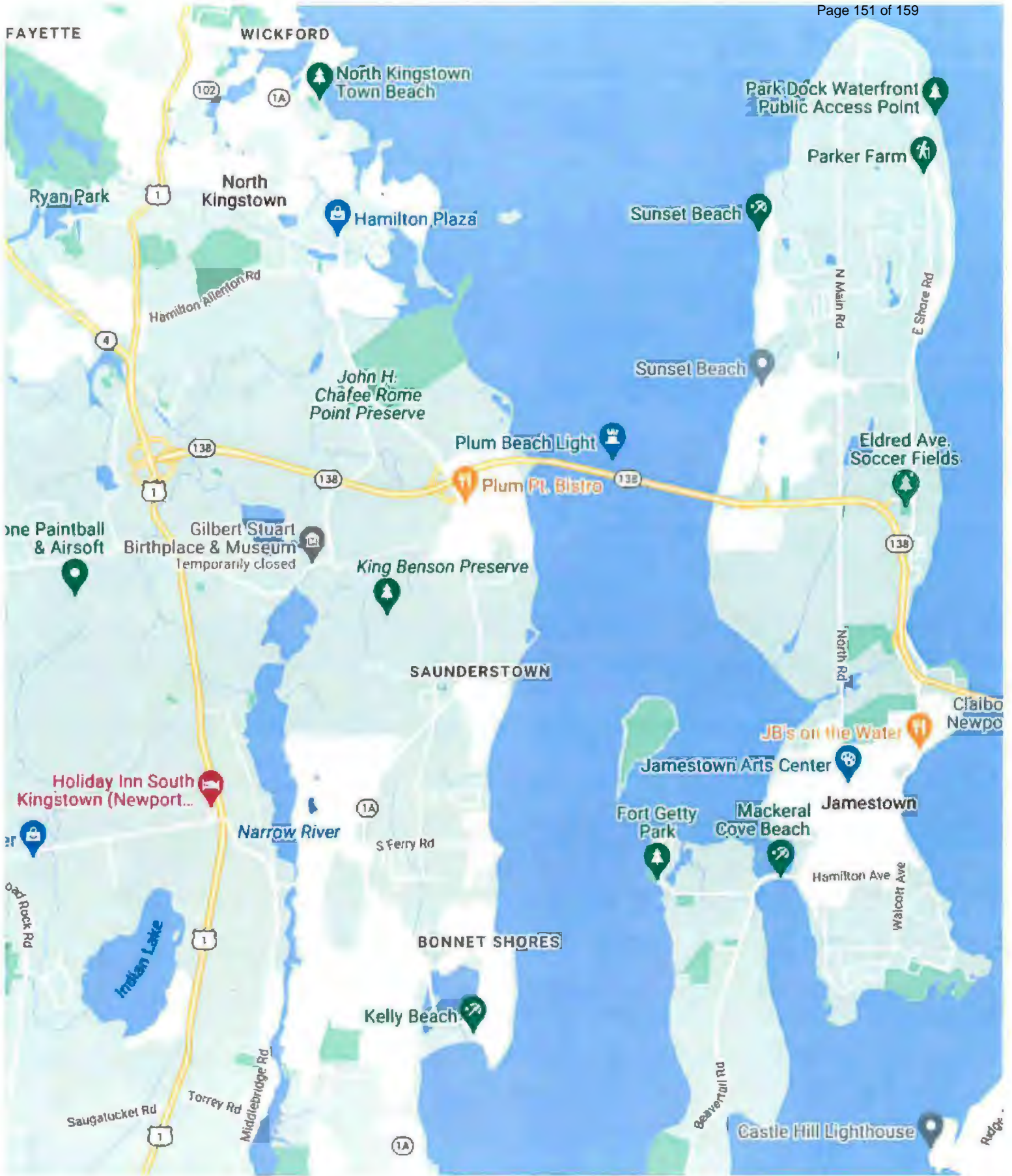
- 26 MILE MARKERS
- WATER STATION
- RESTROOMS
- ON COURSE NUTRITION



**START**  
**FINISH**










Karen Zyons  
President, COO  
rhode | races | events  
401.427.7764  
401.427.1488, direct

[www.rhoderaces.com](http://www.rhoderaces.com)   
@RhodeRacesRI  
#RhodeRaces

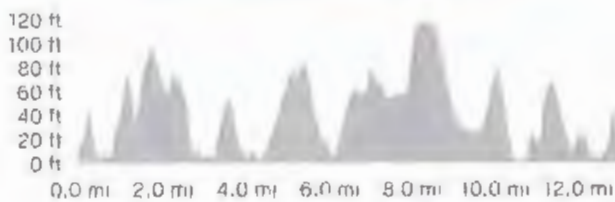
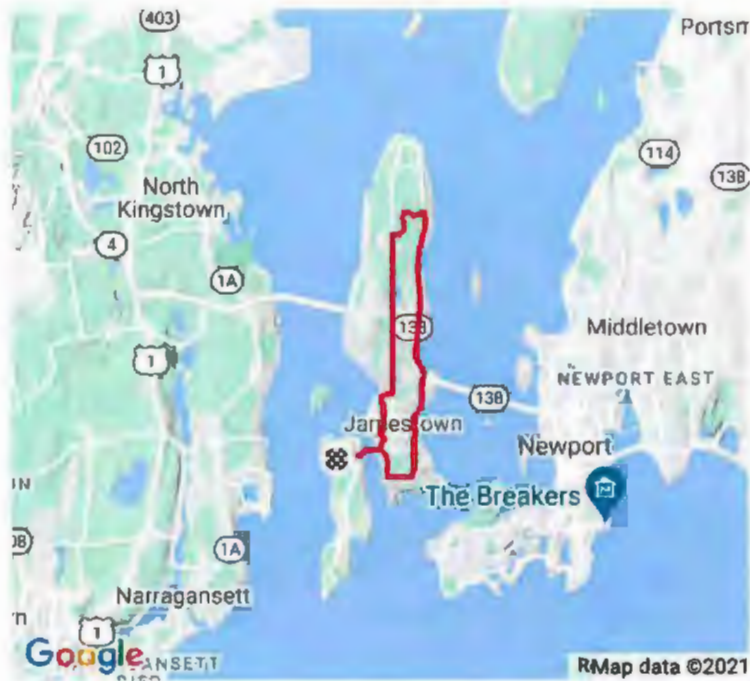


# 2022 JTN

<https://www.strava.com/routes/2900487109312122436>

**13.13 mi**      **637 ft**      **Road**  
 Distance      Elevation Gain      Run Type

Est. Moving Time: **1:47:24**



Route recommendations may be incomplete and/or inaccurate and may contain sections of private land and/or sections of terrain that could be challenging or hazardous. Always use your best judgement about the safety of road and trail conditions and follow traffic and property laws. **Est. Moving Time based on your avg pace of 8:11/mi over last 4 weeks**

DIRECTION	DISTANCE (miles)
Proceed onto Fort Getty Road	0.0
Proceed onto Fort Getty Road	0.0
Proceed onto Fort Getty Road	0.1
Left onto Beavertail Road	0.4
Proceed onto Beavertail Road	0.5

Continue on Southwest Avenue	0.7
Continue on Hamilton Avenue	0.8
Continue on Highland Drive	0.9
Proceed onto Highland Drive	0.9
Left onto Blueberry Lane	1.4
Proceed onto Blueberry Lane	1.4
Left onto Walcott Avenue	1.9
Proceed onto Walcott Avenue	2.0
Proceed onto Walcott Avenue	2.5
Continue on Canonicus Avenue	2.5
Proceed onto Canonicus Avenue	2.8
Proceed onto Canonicus Avenue	3.3
Proceed onto off-road waypoint. No data available	3.7
Continue on East Shore Road	3.7
Proceed onto East Shore Road	3.8
Proceed onto East Shore Road	4.5
Proceed onto East Shore Road	5.1
Proceed onto East Shore Road	6.2
Left onto America Way	6.9
Proceed onto America Way	6.9
Proceed onto America Way	7.8
Left onto North Main Road	7.9
Proceed onto North Main Road	8.0
Continue on North Road	9.4
Proceed onto North Road	9.8
Right onto Westwind Drive	10.9

Proceed onto Westwind Drive	11.0		
Left onto Arnold Avenue	11.2	Right onto Southwest Avenue	12.0
Right onto Lawn Avenue	11.3	Proceed onto Southwest Avenue	12.1
Proceed onto Lawn Avenue	11.4	Continue on Beavertail Road	12.3
Continue on Maple Avenue	11.6	Proceed onto Beavertail Road	12.6
Proceed onto Maple Avenue	11.8	Continue on Fort Getty Road	12.6
Left onto Spring Street	11.9	Arrive at Finish	13.1

RECEIVED:  
NOV 27 2023 03:51 PM  
Roberta J. Fagan  
TOWN OF JAMESTOWN Town Clerk

To: Roberta Fagan – Town Clerk  
Nancy Beye, President and Members of Jamestown Town Council  
Members of Jamestown Planning Board

From: Michael Dupre  
Don Ocaso

Re: Proposed zoning amendment – Section 82-1207

Date: November 20, 2023

We write to support the proposed zoning amendment, specifically – Section 82-1207, prohibition of keeping roosters in conjunction with other permitted fowl. We reside in an otherwise quiet area of Jamestown, on the east side of Baldwin Court. Although there are a number of houses and a large dense acre patch of woods and wetlands between our home and the habitation of a rooster, we hear him crowing loudly and consistently. It is bothersome to the tranquility of our neighborhood.

Thank you.



Don Ocaso



Michael Dupre

45 High Street Jamestown

RECEIVED  
NOV 27 2023 3:31 PM  
Robert  
TOWN OF JAMESTOWN

November 24, 2023

Dear Jamestown Town Council:

We are writing regarding the deteriorating safety conditions at the intersection of Clinton Avenue and Narragansett Avenue. The area in question is the north end of Clinton which is zoned Downtown Commercial. Especially in the peak spring and summer seasons, traffic through and turning movements at this intersection increase precipitously. Cars park along the street shoulders on Clinton and Narragansett and limit the field of vision for those exiting Clinton and traveling east and west on Narragansett. This creates safety issues. When pulling out of Clinton, there have been near collisions with vehicles on Narragansett. Moreover, a constant number of vehicles park on the shoulders of Clinton Avenue at its north end and further up, cluttering it and decreasing its width. Clinton Avenue residents must pull over and pause to enable the safe circulation of vehicles up and down the street due to undulating widths caused by vehicle parking.

These conditions have worsened over the years with parking increasing on the frontage of Brittain Electric. We recall that when the building for this business was approved, it was agreed no on-street parking would be permitted along its frontage; provisions would be made on its back lot. This commitment has not been upheld.

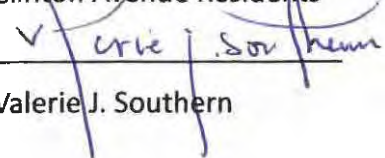
We understand that a new measure initiated by the Council enables neighborhoods to petition for parking restrictions on their street. The north end of Clinton Avenue however is zoned commercial. Our residents should appropriately weigh in on the portion of the street zoned residential, but monitoring and managing the downtown commercial section will require the full weight and authority of the Town Council and Police Department. Specifically, we believe:

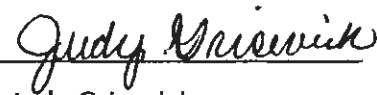
- In the peak seasons, parking at and near the intersection of Clinton and Narragansett must be prohibited so that there is adequate sight distance and space for safe movements in and out.
- Businesses on the north end of Clinton, including Brittain Electric and the various establishments on the east side of the street, and those along Narragansett Avenue at and near Clinton on all approaches must have on-site parking only. For those without on-site parking, they should initiate shared parking agreements with nearby businesses that do.

We fear that if no action is taken before the next peak season, one or more serious traffic incidents may occur. We strongly encourage the Town Council to take immediate action. We are willing to participate in any discussions deemed appropriate to address this matter.

Thank you,

Clinton Avenue Residents

  
Valerie J. Southern

  
Judy Grisevich



**Roberta Fagan**

---

**From:** Crafts, Carol <[REDACTED]>  
**Sent:** Monday, November 20, 2023 11:18 AM  
**To:** Roberta Fagan  
**Cc:** news@jamestownpress.com  
**Subject:** Bike Path & Stop Signs

**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.

Attention: Jamestown Town Council:

I look forward to completion of the bike path along North Road. But, Stop signs on North Road and Sloop won't insure the safety of bikers. Instead, we need to INFORM, ENFORCE, & EDUCATE!

1. **INFORM:** We need to notify drivers that bikers might cross North Road, but signs like those near the playground would suffice. There are two sets of signs, Crosswalk Ahead and Crosswalk, as well as the sign in the middle of the crosswalk. These would provide sufficient warning to drivers, to slow down and watch.
2. **ENFORCE:** We need also to require that bike riders adhere to rules of the road. Stop signs are for bikers as well as cars. Any biker crossing North Road at Sloop should pay attention to the Stop sign that is already there, watch for oncoming traffic, and cross when it's clear.
3. **EDUCATE:** We need to teach our younger residents about the rules of the road. As a lifetime bike rider (70 plus years), I use hand signals when I am making a turn, and always stop at stop signs. All too often I see bikers breeze through stop signs, e.g. the 4 way stop on Narragansett Ave., North Road and Southwest Ave., and the other at the bottom of the Narragansett Ave. hill and Conanicus. Our young riders must learn that rules of the road apply to all vehicles – motorized, pedaled, 4 wheeled or 2 wheeled.

Respectfully,

Carol B. Crafts  
[REDACTED]  
Jamestown, RI 02835  
[REDACTED]  
[REDACTED])

**Roberta Fagan**

---

**From:** meagherjamestowntc@gmail.com  
**Sent:** Sunday, November 19, 2023 7:48 PM  
**To:** Roberta Fagan  
**Subject:** FW: 3 Way Stop at Sloop - Nov 20

**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.

Roberta we got this on Friday night. Sending it to you so as to be in the file. thanks, MM

**From:** Carl Bednarczyk [REDACTED]  
**Sent:** Friday, November 17, 2023 7:37 PM  
**To:** jtownelc@aol.com; meagherjamestowntc@gmail.com; mwhite@jamestownri.net; rwhite@jamestownri.net; ebrine@gmail.com  
**Subject:** 3 Way Stop at Sloop - Nov 20

Dear Jamestown, R.I. Town Council Members:

I am writing this letter with much consternation and disheartenment. It is one I have been wanting to write for quite some time. The current traffic control consideration has put me over the (s)top. You can trust that all of the following is totally accurate.

Even though the intent of the proposed action is commendable, the effect, according to current practices will be questionable! I can not imagine the town erecting another stop sign! Why – because no one (correction ~95%) stops at currently erected stop signs, which is the reason I have wanted to make known my grave concerns. Yes, daily hundreds, (and probably thousands during the summer) of motorists do not constitute stopping at the red octagons in Jamestown, R.I.

There are four major hot spots! In order of serious concern: Narragansett Avenue and Conanicus (I have seen various town department vehicles “roll” through, JPD included); Narragansett Avenue and North Main Road; First stop sign off of the Jamestown bridge exit; and the second stop sign off of the bridge exit at North Main Road.

It is not a matter of if – just when a regrettable situation will occur as a result of non-enforcement. You dedicate a lot of your time as council members, which I appreciate. I ask that you expend a little more (15 minutes is all it will take!) so that you may become eyewitnesses to these facts. If you can only do one, I suggest sitting at the East Ferry parking lot, as I often have while having coffee, and you will see it for yourself. I can not understand why the police chief has not done this at all of the mentioned intersections. It is sadly, a total joke. I have lived on the island for forty-two years and never have I seen such lax enforcement of traffic laws in Jamestown, R.I. (speeding is just as bad, especially in the shores) as I have in the last ten years!

I am not an attorney (teacher for 35 years) but if I were one and my client “suffered” as a result of this non-enforcement, my litigation would certainly include showing video of these intersections!

As I learned fifty six years ago in drivers education class, a stop is constituted with a minimum of a one second rock back. My question to you is such required in Jamestown, R.I.? If not, then what speed reduction is required. I would honestly feel safer if yellow rectangular “Please Slow Down” signs replaced the octagons at these intersections. That way no one would expect drivers to stop.

If a stop sign is erected at Sloop and North Main Road will it be permissible to “roll” through it like all the others on the island?

I beg of you to spend the time checking out these intersecting violations and take proactive steps before the unthinkable takes place.

In closing (1) thank goodness for direct deposit paychecks (2) I hope the town has sufficient liability insurance. And (3) Ed Sullivan died a long time ago!

Sincerely,

Carl Bednarczyk



Jamestown, R.I.

N.B. Kindly acknowledge receipt of this letter.