



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
**Rosamond A. Tefft Council Chambers**  
**93 Narragansett Avenue**  
**Monday, December 18, 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**

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

**III. TOWN COUNCIL INTERVIEWS: The Jamestown Town Council will conduct interviews of applicants for the committee vacancies as follows:**

TIME	NAME	COMMITTEE
5:30	Jeffrey Boal	Conservation Commission
5:40	Nicholas Godena	Conservation Commission

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

- A) Acknowledgements:
  - 1) Jamestown Police Department formal swearing-in probationary officer Liam Robberson
  - 2) Jamestown Police Department Promotions presentation:
    - a) Lt. Angela Deneault promoted from the rank of Lieutenant to the rank of Captain.
    - b) Sgt. Karen Catlow promoted from the rank of Sergeant to the rank of Lieutenant
    - c) Ptlm. Jeffrey Petrarca promoted from Patrol Officer to the rank of Detective.

**VI. JOINT TOWN COUNCIL AND SCHOOL COMMITTEE WORK SESSION 6:00 P.M.**

- A) Review, Discussion, and/or Action and/or Vote of budget issues for the remainder of the current fiscal year (July 1, 2023 to June 30, 2024) and pre-budget review and discussion of issues for the next fiscal year (July 1, 2024 to June 30, 2025) pursuant to RIGL §16-2-21

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

- A) Acknowledgements, Announcements, Presentations, Resolutions, And Proclamations:
  - 1) Review, Discussion, and/or Action and/or Vote: Presentation by Attorney Kensley Barrett of Marin, Barrett, and Murphy re: PFAS Litigation
  - 2) Review, Discussion, and/or Action and/or Vote: Resolution 2024-01 of the Water and Sewer Commission Relative to Request Certain Amendments to Chapter 15 of Title 46 of the General Laws.
- B) Approval of Minutes; Review, Discussion, and/or Action and/or Vote:
  - 1) November 20, 2023 (regular meeting)
- C) Open Forum – Water & Sewer Matters  
*Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibit the Town Council from discussing, considering, or acting on any topic, statement, or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.*
  - 1) Scheduled request to address - none
  - 2) Non-scheduled request to address

- D) Report of Town Officials: Review, Discussion, and/or Action and/or Vote:
  - 1) Pumping Report
  - 2) Town Project Reports
    - a) Town Wells
    - b) Water Treatment Plant
    - c) Transfer Pumping/Reservoir
    - d) Distribution System
    - e) Wastewater Treatment Facility
  
- E) Letters and Communication: Review, Discussion, and/or Action and/or Vote:
  - 1) No items at this time.
  
- F) Unfinished Business:
  - 1) Review, Discussion, and/or Action and/or Vote: Approval of Agreement for Engineering Services by and between the Town of Jamestown and Weston & Sampson Inc.:
    - a) Scope of Engineering Services for Wastewater Facilities Improvements (the Bid was awarded on November 20, 2023, as recommended by Public Works Director Mike Gray).
  - 2) Review, Discussion, and/or Action and/or Vote: Continued from November 20<sup>th</sup>, updating the Rules and Regulations of the Board of Water and Sewer Commissioners
  
- G) New Business:
  - 1) No items at this time.

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

**VIII. OPEN FORUM**

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

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

**IX. 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: 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) Zeek's Creek Bait & Tackle, Inc.
  - 2) Clark Boat Yard & Marine Works, LLC.

**X. 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 Regulations and Registration update.
  - 2) 91 Carr Lane update. (Consent Agenda)
  - 3) Senior Center update.
  - 4) North Kingston Water Agreement update.
  - 5) Ft. Getty Lower Bathroom Project (Unfinished Business).
  - 6) Tax Abatements (Credits) Ordinance updates.
  - 7) Solar Project update.
  - 8) Facility Tour postponed until January.

**XI. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Approval of the proposed Ft. Getty Lower Bathroom project draft plans:
  - 1) Union Studio Arch Ft. Getty Lower Bathroom Project Plans.

**XII. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Review of the proposed Jamestown Senior Services Committee Timeline, Goals and Objectives:
  - 1) Memorandum from Senior Services Chairperson Joseph Cannon and copy of the proposed Jamestown Senior Services Committee Timeline, Goals and Objectives.

**XIII. 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 January 16, 2024, at 6:30 p.m. for Proposed Amendments to the Zoning Code of Ordinances.
- B) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
  - 1) Conservation Commission, One (1) member vacancy, with an unexpired three-year term ending December 31, 2024, duly advertised in the November 30<sup>th</sup> and December 7<sup>th</sup> editions of the Jamestown Press:
    - a) Interested Applicant(s):
      - i) Jeffrey Boal
        - Application Received November 27, 2023.
        - Interview scheduled for December 18, 2023.
      - ii) Nicholas Godena
        - Application Received December 12, 2023.
        - Interview scheduled for December 18, 2023.

**XIV. 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 Minutes
  - 1) December 4, 2023 (Regular Meeting & Workshop)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Conservation Commission (September 12, 2023)
  - 2) Conservation Commission (October 10, 2023)
  - 3) Conservation Commission (November 14, 2023)
  - 4) Conservation Commission (Biennial Report December 2023)
  - 5) Harbor Management Commission (November 8, 2023)
  - 6) Planning Commission (November 15, 2023)
  - 7) Planning Commission Attendance (2023)

C) Tax Assessor’s Abatements and Addenda of Taxes

ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
06-0033-00	2021	TAXPAYER DECEASED – REMOVE EXEMPTION	\$ 250.00
06-0033-00	2022	TAXPAYER DECEASED – REMOVED EXEMPTION	\$ 250.00
06-0033-00	2023	TAXPAYER DECEASED – REMOVED EXEMPTION	\$ 250.00
23-0209-00	2023	REMOVED EXEMPTION- SOLD	\$ 375.00
12-0868-50	2023	REMOVED EXEMPTION – SOLD	\$ 125.00
28-0210-00	2023	REMOVED EXEMPTION – SOLD	\$ 183.57
01-0002-25	2023	NEW BUSINESS	\$ 349.00
<b>TOTAL ADDENDA/GRAND TOTAL TO TAX ROLL</b>			<b>\$1,782.57</b>

- D) Approval of the request to authorize Town Administrator Mello to sign the HUD-1 Settlement Statement for the property transfer of 91 Carr Lane, Jamestown, Rhode, 02835 from the Town of Jamestown to Church Community Housing Corp.
  
- E) Ratification of the Administratively approved 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: Jamestown Arts Center
  - Event: Newport Live Presents: The Sweetback Sisters
  - Date: December 16, 2023
  - Location: 18 Valley Street

- F) Ratification of the Administratively approved Short-Term Rental application for the period of January 1, 2024 through December 31, 2024:
- 1) Nancy Hendry, STR-47, 14 Fairview Street
  - 2) Casey Duva, STR-4, 128 Garboard Street
  - 3) Lawrence Goss, STR-21, 15 Buloid Avenue
  - 4) Peter Muckell, STR-69, 61 Narragansett Avenue
  - 5) Cynthia Long-Raterron, STR-44, 164 Capstan Street
  - 6) Huyen Doan, STR-54, 125 Circuit Avenue
  - 7) Christine Sierra, STR-52, 73 Conanicus Avenue, Unit 4
  - 8) Susan Zwick, STR-45, 73 Standish Avenue
  - 9) Despina Prassas, STR-74, 83 Mast Street
  - 10) Katie Young, STR-31, 16 Southwest Avenue
  - 11) Sarah Dittelman, STR-40, 173 East Shore Road
  - 12) Marguerite Crocker, STR-29, 14 Buoy Street
  - 13) Elizabeth Gooding, STR-32, 83 Clarke Street
  - 14) Ray Conover, STR-68, 52 Lawn Avenue
  - 15) Lauren Frankenbach, STR-70, 47 Clinton Avenue
  - 16) Darcy Magratten, STR-8, 100 Clinton Avenue
  - 17) Dana Paskalis, STR-37, 7 Grey Gull Lane
  - 18) Pamela Storey, STR-65, 87 Bow Street
  - 19) Melissa Petrillo, STR-1, 2 Stern Street
  - 20) William Fortenberry, STR-30, 29 Arnold Avenue
  - 21) Andrew Hancock, STR-84, 76 Howland Avenue
  - 22) Janet Gargaro-Larson, STR-12, 15 Melrose Avenue
  - 23) Katherine Maxwell, STR-59, 170 Narragansett Avenue
  - 24) James Clark, STR-23, 120 Racquet Road
  - 25) Mark Ozer, STR-93, 2 Harbor Street
  - 26) Jonathan Whitney, STR-15, 195 Seaside Drive
  - 27) Jonathan Whitney, STR-18, 143 Frigate Street
  - 28) Jonathan Whitney, STR-19, 15 Starboard Street
  - 29) Jonathan Whitney, STR-20, 14 Mizzen Avenue

**XV. 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 Administrator Mello  
 From: Meg Myles, CISF Executive Director  
 Dated: December 8, 2023  
 Re: 2023 CISF Annual Report(s)
  - 2) Copy of Letter to: Town Administrator Ed Mello, Town Council and Finance Director Tina Collins  
 From: Jamestown Conservation Commission  
 Dated: December 5, 2023  
 Re: Letter of Thanks 2023 Conanicut Island Trail Guide

- 3) Copy of Letter to: Town Administrator Ed Mello  
From: Jamestown Conservation Commission  
Dated: December 13, 2023  
Re: Oversight Responsibility for Public Right of Way(s)
  
- 4) Copy of Letter to: Town Administrator Ed Mello  
From: Jamestown Conservation Commission  
Dated: December 14, 2023  
Re: Town-Wide Outreach Education Forum for Sustainability in Jamestown
  
- 5) Copy of Email: Town Administrator Ed Mello  
From: Marla Romash, Jamestown Representative to Discover Newport  
Dated: December 4, 2023  
Re: State of Rhode Island September hospitality revenue reports

**XVI. 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 not less than three (3) business days prior to the meeting.

*Posted on the RI Secretary of State website on December 14, 2023.*