



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
*Rosamond A. Tefft Council Chambers*  
**93 Narragansett Avenue**  
**Tuesday, January 16, 2024**  
**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/2024meetings-minutes>

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

TIME	NAME	COMMITTEE
5:30	Jean Burditt	Library Board of Trustees
5:40	Janet Baker	Library Board of Trustees
5:50	Laura Goldstein	Elections Training and Advisory Committee
6:00	Daphne Meredith	Elections Training and Advisory Committee
6:10	Taryn Breneman	Tick Task Force
6:20	Wayne Breneman	Tick Task Force

**II. ROLL CALL**

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

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

- A) 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
- B) 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
- C) Letters and Communication: Review, Discussion, and/or Action and/or Vote:
- 1) Letter dated January 4, 2024, Chris Powell, 38 Mt. Hope Avenue, regarding water conservation and connections outside the Urban Water District.
- D) Unfinished Business: Review, Discussion, and/or Action and/or Vote:
- 1) Review, Discussion and/or Action and/or Vote on the Water Supply System Management Plan-5 Year Update prepared by Pare Corporation, continued from November 20, 2023.
  - 2) Review, Discussion and/or Action and/or Vote: Approval of proposal submitted by PARE Corporation to update the Rules and Regulations of the Board of Water and Sewer Commissioners, for an amount not to exceed \$24,000, as detailed in their proposal dated December 13, 2023.
- E) New Business: Review, Discussion, and/or Action and/or Vote: Permission to schedule workshops to review of the Water Supply System Management Plan and Regulations.

F) 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 sitting as the Board of Water and Sewer Commissioners for review, discussion, and/or potential action and or vote.*

1) Adoption of Minutes:

- a) December 18, 2023 (regular meeting)
- b) January 2, 2024 (special meeting)

2) Finance Director's Report: Comparison Budget to Actuals as of December 31, 2023.

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

**V. 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

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

A) Presentations

- 1) Review, Discussion and/or Action and/or Vote: Lauren Fogarty, Program Coordinator for the RI Semiquincentennial "250th" Commission promoting the creation of local 250th committees at the municipal level.
- 2) Review, Discussion and/or Action and/or Vote: Rhode Island Department of Transportation preliminary plans for the North Road improvements.
- 3) Review, Discussion and/or Action and/or Vote: Tree Protection and Preservation Committee proposal and request to plant trees along the bike path:
  - a) Memorandum and presentation to the Town Council from Tree Preservation and Protection Committee.

## VII. PUBLIC HEARINGS, LICENSES, AND PERMITS

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

### A) Public Hearings

- 1) Public Hearing Continued from the December 18, 2023, Town Council Meeting: A public hearing shall be available to any person so requesting to make comment or contest any short-term rental unit application pending before the licensing authority. Two requests were received regarding the Short-Term Rental license applications listed below. Review, Discussion, and/or Action and/or Vote on the following Short-Term Rental license applications:

- a) Pamela Storey, STR-65, 87 Bow Street
- b) Casey Duva, STR-4, 128 Garboard Street

### 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 January 18, 2024:

CLASS F (NON-PROFIT)

Out of the Box Gallery & Studio  
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

- 2) Pursuant to RIGL §3-7-14, the following license application(s) have been received under said Act for a one-day license on January 19, 2024, and February 10, 2024:

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(s).

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

### C) Licenses and Permits

- 3) 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 Action and/or Vote for the following:

- b) Applicant: Lt. Col Jeff Cameron  
Event: Air Force Welcome Party  
Date: July 25, 2024  
Location: Fort Getty Pavilion

- i) Letter from Lt. Col Jeff Cameron requesting a waiver of the Fort Getty Pavilion rental fee, as historically granted.

**VIII. 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) Beavertail Lighthouse property transfer to RI Department of Environmental Management.
  - 2) FY2024/2025 Budget Update.
  - 3) January 10, 2024, Storm Event report.
  - 4) Equipment Purchase for Department of Public Works (Consent Agenda).
  - 5) Meeting invitation to Senator Euer and Representative Finkelman.
  - 6) Library project update.
  - 7) Tax Abatements (Credits) Resolution (Consent Agenda)

**IX. UNFINISHED BUSINESS**

- A) Review, Discussion and/or Action and/or Vote: No items at this time.

**X. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: At the request of the Affordable Housing Committee, consideration of the Budget Request and suggested Funding Mechanisms for Affordable Housing:
  - 1) Memorandum to the Town Council from the Affordable Housing Committee with recommendations to increase funding to the Affordable Housing Trust Fund
  
- B) Review, Discussion, and/or Action and/or Vote: Approval of the Conanicut Island Sailing Foundation (CISF) proposed concept plan for the Sailing and Marine Education Center to be located at Ft. Getty; and authorization to submit the proposed concept plan to the Jamestown Planning Commission for approval through its Development Plan Review process and requirements:
  - 1) Memorandum and presentation from CISF/Union Studio to the Town Council on the proposed Concept Plan for a Sailing and Marine Education Center at Ft. Getty.

**XI. 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 February 5, 2024, at 6:30 p.m. for Proposed Amendments to the Zoning Code of Ordinances.

**XII. 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) December 18, 2023 (Regular meeting)
  - 2) January 2, 2024 (Regular meeting)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Affordable Housing (November 28, 2023)
  - 2) Planning Commission (December 6, 2023)
  - 3) Housing Authority (September 13, 2023)
  - 4) Housing Authority (October 11, 2023)
  - 5) Housing Authority (November 9, 2023)

C) Tax Assessor’s Abatements and Addenda of Taxes

ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
18-0864-20M	2010	REGISTERED IN DIFFERENT STATE	-\$ 164.98
18-0864-20M	2011	REGISTERED IN DIFFERENT STATE	-\$ 150.13
08-0020-00	2023	REMOVED EXEMPTION-SOLD	\$ 250.00
01-0002-20	2023	TOWN SOLD- NOW TAXABLE	\$ 753.49
01-0002-21	2023	TOWN SOLD – NOW TAXABLE	\$ 756.63
TOTAL ABATEMENTS TO TAX ROLL			-\$ 315.11
TOTAL ADDENDA TO TAX ROLL			\$1,760.12
GRAND TOTAL TO THE TAX ROLL			\$1,445.01

- D) At the recommendation of Town Administrator Mello authorization for the Town of Jamestown to purchase a 2018 Kubota Tractor from the Rhode Island Bridge and Transit Authority for an amount not to exceed \$43,000.
  
- E) At the recommendation of Town Planner Lisa Bryer authorization to approve awarding the Jamestown Hazard Mitigation Plan Update bid and contract to Weston & Samson Engineers, Inc., Foxboro, MA, in an amount not to exceed \$26,740.
  
- F) Resolution 2024-04 In Support of Amendments to Tax Abatements For Gold Star Parents And Visually Impaired Persons.
  
- G) Finance Director’s Report: Comparison Budget to Actuals as of December 31, 2023.
  
- H) Town Clerk’s Office 2023 Annual Report.
  
- I) Ratification of the Administratively approved Short-Term Rental application for the period of January 1, 2024 through December 31, 2024:
  - 1) Jill Hubbard, STR-53, 88 Columbia
  - 2) Richard Foote, STR-103, 143 Hamilton Avenue

- J) Public Notice of CRMC and RIDEM of application for Assent filed by Wickford Seafood, Co., c/o Spencer Bode, 20 Prospect Avenue, North Kingstown, RI, to construct and maintain: a 9.7 seasonal aquaculture lease (from November 1<sup>st</sup> to May 1<sup>st</sup> annually) for the cultivation of sugar kelp in Dutch Island Harbor. The proposed gear includes two parallel 1500' suspended longlines spaced 225' apart. Working hours during the months of December and January will be restricted to after 11:00 am and each year all gear and equipment will be removed by May 1<sup>st</sup>. Written comments/objections are due by February 2, 2024, to CRMC, O.S. Government Center, 4808 Tower Hill Road, Rm 116, Wakefield, RI 02879, or [cstaff1@crmc.ri.gov](mailto:cstaff1@crmc.ri.gov)
- K) 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: Out of the Box Gallery & Studio  
Event: Anything Goes  
Date: January 18, 2024  
Location: 11 Clinton Avenue
  - 2) Applicant: Jamestown Arts Center  
Event: Baronas + Centering Clay Exhibition Opening  
Date: January 19, 2024  
Location: 18 Valley Street
  - 3) Applicant: Jamestown Arts Center  
Event: Newport String Quartet  
Date: February 3, 2024  
Location: 18 Valley Street
  - 4) Applicant: Jamestown Arts Center  
Event: Newport Live Presents: Reverend Robert Jones Sr.  
Date: February 10, 2024  
Location: 18 Valley Street

**XIII. 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: Joan Marie Caley  
Dated: January 4, 2024  
Re: Zoning Regulations 82-1207 Keeping of Hen Chickens
- 2) Copy of letter to: Town Council  
From: Damiano & Company, LLP  
Dated: December 28, 2023  
Re: Post-audit communication letter
- 3) Copy of report to: Town Council  
From: Jamestown Historical Society  
Dated: January 3, 2024  
Re: Conanicut Battery Support in 2023 and Plans for 2024
- 4) Copy of report(s) to: Town Administrator Edward Mello  
From: Marla Romash, Jamestown Representative to Discover Newport  
Dated: January 2, 2024  
Re: State of Rhode Island October 2023 hospitality revenue reports

B) Resolutions from other Rhode Island Cities and Towns:

- 1) Resolution of the Town Council, Town of Warren, to the Honorable General Assembly, requesting an amendment to RIGL§ 44-18-18.1, to include Class A Liquor Licensee Sales in the Levy and Imposition of One Percent Tax on the Gross Receipts of the Licensee.

**XIV. 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 Police Department. Notice is also posted 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 January 11, 2024.*