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TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, February 5, 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/2024-meetings-minutes>

I. EXECUTIVE SESSION

The Town Council may seek to enter into Executive Session for review, discussion, and/or potential action and/or vote on the following:

- A) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL § 42-46-5(a) Subsection (5) Acquisition or lease of real property.

The Town Council's Open Meeting will begin at 6:00 pm

II. ROLL CALL

III. CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

- A) Presentations:
 - 1) Senator Dawn Euer and Representative Alex Finkelman: 2024 General Assembly Legislative Priorities.
 - 2) Jamestown Community Farm letter, report, and presentation on the Jamestown Community Farm Financial Terms for Purchase of the Ceppi Property.

- B) Resolutions and Proclamations: Review, Discussion, and/or Action and/or Vote:
 - 1) Resolution 2024-05, A Resolution in Support of Amendments to Rhode Island League of Cities and Towns 2024 Legislative Priorities
 - 2) Resolution 2024-06: Formation of the Jamestown 250th Commission.

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. 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) No items at this time.

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) Library reopening update.
 - 2) Municipal Resilience Grant Program application for South Pond Dam.
 - 3) Tax Abatement (Credits) Proposed Ordinance Amendment and Public Hearing (new business).
 - 4) Broadband Project update.
 - 5) Ft. Getty Seasonal Camper Renewal February 1st deadline.
 - 6) Hazard Mitigation Plan update and report.
 - 7) PBS- "Our Town" featuring the Town of Jamestown.
 - 8) Equipment purchase for the Harbor Division (consent agenda).
 - 9) Water Tower Lease: additional cell phone provider.
 - 10) CRMC plans to brief the Town Council and Harbor Commission in March regarding Aqua Farms.

VIII. UNFINISHED BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Review and/or Discussion of the Jamestown Tax Relief Ad Hoc Committee report and implementation recommendations:
 - 1) Town of Jamestown Tax Relief Ad Hoc Committee Report to the Town Council.

- B) Review, Discussion, and/or Action and/or Vote: Review and/or Discussion of the Jamestown Affordable Housing Committee (JAH) recommendations:
- 1) At the request and recommendation of the Jamestown Affordable Housing Committee, Town Council support of the Jamestown Affordable Housing Preservation Program and permission to develop an enabling ordinance by the Town staff with final review by the Town Solicitor.
- C) Review, Discussion, and/or Action and/or Vote: Vice President Meagher and the Jamestown Charter Review Committee recommended amendments, additions, and/or deletions for Charter revisions:
- 1) At the request and recommendation of the Jamestown Charter Review Committee permission to develop an enabling ordinance by the Town staff with final review by the Town Solicitor for proposed Amendments to the Jamestown Charter.

IX. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: At the request of Vice President Meagher a recommendation to members of the various Jamestown Boards, Commissions, and Committees to review the Open Meetings Act (OMA) compliance requirements and review of the ACLU report regarding public comment at public body meetings:
- 1) When the OMA applies whenever a quorum of a public body convenes for a meeting. The OMA applies when the three elements are present:
 - a public body: means any department, agency, commission, committee, board, council, bureau, or authority, or any subdivision thereof, of state or municipal government or the board of directors of any library that funded at least twenty-five percent (25%) of its operational budget in the prior budget year with public funds, and shall include all authorities defined in § 42-35-1. For purposes of this section, any political party, organization, or unit thereof meeting or convening is not and should not be considered to be a public body; provided, however, that no such meeting shall be used to circumvent the requirements of this chapter.
 - a meeting: means the convening of a public body to discuss and/or act upon a matter over which the public body has supervision, control, jurisdiction, or advisory power. As used herein, the term “meeting” expressly includes, without limiting the generality of the foregoing, so-called “workshop,” “working,” or “work” sessions.
 - A quorum: unless otherwise defined by applicable law, means a simple majority of the membership of a public body (RIGL§ 42-46-2).
 - 2) Notice Requirements: Annual notice (RIGL§ 42-46-6(a)) and Supplemental Notice/Agenda of meetings (RIGL§ 42-46-6(b)) includes the date the notice was published; the date(s), time(s), and locations(s) of the meetings; and a statement specifying the nature of the business for each matter to be discussed

- 3) Open Meetings: All meetings must be open to the public unless closed in accordance with the OMA. RIGL§ 42-46-3).
- 4) ACLU report findings on public comment at town meetings
- B) Review, Discussion, and/or Action and/or Vote: At the request of Town Administrator Mello Discussion and Possible Action to Order to Advertise in the Jamestown Press; Notice of a Public Hearing to take place on March 4, 2024, at 6:30 p.m. for Proposed Amendments to the Code of Ordinances regarding Chapter 66 – Taxation and Finance.
- C) Review, Discussion, and/or Action and/or Vote: At the request of the Town Council information regarding short-term rental (STR) serviced by onsite wastewater treatment systems (OWTS):
 - 1) Memorandum from Town Engineer Jean Lambert re: information request for Short-Term Rentals with Onsite Wastewater Systems

X. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
 - 1) Elections Training and Advisory Ad hoc Committee, One (1) Jamestown Board of Canvassers Member; Four to Six (4-6) Jamestown Citizen-at-Large Members; and One (1) Jamestown Town Council Ex-Officio Member with a term not to exceed 6 months, duly advertised in the December 14th, 21st, January 11th and 18th editions of the Jamestown Press:
 - a) Interested Citizens-at-Large Applicants:
 - i) Daphne G. Meredith
 - Application received December 19, 2023
 - Interviewed on January 16, 2024.
 - ii) Laura Goldstein
 - Application received December 26, 2023
 - Interviewed on January 16, 2024.
 - iii) Linda Jamison
 - Application received December 28, 2023
 - iv) Marlene B. Murphy
 - Application received January 31, 2024.
 - Interview to be scheduled if the Town Council considers it necessary.
 - b) Board of Canvasser Applicants:
 - i) Kenneth Newman
 - Email expressing interest received December 28, 2023
 - ii) Carol Nelson-Lee
 - Rescinded application (see Board of Canvassers January 19, 2024 draft minutes)

- 2) Library Board of Trustees, One (1) member vacancy, with a three-year term ending December 31, 2026, duly advertised in the December 14th and 21st editions of the Jamestown Press:
- a) Interested Applicant(s):
 - i) Gordon Rapkin
 - Application received November 6, 2023
 - Interview on December 4, 2023
 - i) Janet Schachtel Baker
 - Application received December 4, 2023
 - Interviewed on January 16, 2024
 - ii) Jean Burditt
 - Application received December 22, 2023
 - Interviewed on January 16, 2024

- 3) Tick Task Force Ad hoc Committee, Five to Seven (5-7) member vacancy, for an unspecified term, duly advertised in the December 14th, 21st, January 11th and 18th editions of the Jamestown Press:
- a) Interested Applicant(s):
 - i) Taryn Breneman
 - Application received December 22, 2023
 - Interviewed on January 16, 2024
 - ii) Wayne C. Breneman
 - Application received December 22, 2023
 - Interviewed on January 16, 2024
 - iii) Cynthia Leonard
 - Application received January 2, 2024
 - Interview to be scheduled
 - b) Request to Order to re-advertise the vacancy(s)

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) Town Council Minutes
- 1) January 16, 2024
- B) Minutes of Boards/Commissions/Committees
- 1) Board of Canvassers (November 7, 2023)
 - 2) Board of Canvassers (November 8, 2023)
 - 3) Harbor Management Commission (December 13, 2023)
 - 4) Planning Commission (January 3, 2024)
 - 5) Police Pension Plan Committee (October 18, 2023)
 - 6) Tree Preservation and Protection (October 18, 2023)
 - 7) Tree Preservation and Protection (November 15, 2023)
 - 8) Tree Preservation and Protection (December 20, 2023)
 - 9) Tree Preservation and Protection 2023 Attendance Log
 - 10) Tax Assessment Board of Review- 2023/2024 Attendance Log
 - 11) Tax Assessment Board of Review (January 23, 2024)
- C) At the recommendation of the Harbor Division Executive Director and the Harbor Management Commission grant approval of the sale of the Harbor Division 21' Freedom vessel, trailer, and motor via the municipal surplus equipment resale process; and authorization to purchase a new 21.5' Ribcraft vessel, trailer and motor from Ribcraft Corp., Marblehead MA for an amount not to exceed \$116,431.
- D) Tax Assessor's Abatements and Addenda of Taxes
- | ADDENDA TO THE TAX ROLL | | | |
|--------------------------------|-----------------|-------------------------------------|--------------------|
| ACCT | TAX YEAR | ACCOUNT INFORMATION | AMOUNT |
| 01-0002-28 | 2023 | TOWN SOLD-NOW TAXABLE | \$ 2,215.45 |
| 01-0002-28 | 2023 | SW/ISDS CHANGE | \$ 20.00 |
| | | TOTAL ABATEMENTS TO TAX ROLL | -\$ 0.00 |
| | | TOTAL ADDENDA TO TAX ROLL | \$ 2,235.45 |
| | | GRAND TOTAL TO THE TAX ROLL | \$ 2,235.45 |
- E) Ratification of the Administratively approved Short-Term Rental application for the period of January 1, 2024 through December 31, 2024:
- 1) Norma Walsh, STR-97, 33 Hawthorne Road
 - 2) Mary Ann Smith-Janias, STR-105, 8 Clinton Avenue
 - 3) David Crompton, STR-41, 18 Neptune Street
 - 4) Leopold Martini, STR-13, 11 Nun Avenue
 - 5) Cheryl Levesque, STR-107, 6 Coronado Street
 - 6) Pamela Storey, STR-64, 32 Pemberton Avenue
 - 7) Justine Maciel, STR-49, 144 Narragansett Avenue
 - 8) Adam Wright, STR-28, 46 Carr Lane

- F) Trash Collector License 2024 Renewal Application(s):
- 1) Island Rubbish Service, Inc. dba: Island Rubbish, 8 Swinburne Street, Jamestown, RI 02835
 - 2) Allied Waste Services, LLC. dba: Republic Services, Airport Road, Fall River, MA 02720
- G) 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: Conanicut Island Sailing Foundation (CISF)
Event: Bay Day
Date: June 9, 2024
Location: Ft. Getty/CISF area

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 report to: Town Council
From: Bram Gallagher/AIRDNA
Dated: January 2024
Re: US and Rhode Island STR Markets,
 - 2) Copy of memo to Town Council, Jamestown Zoning Board, Jamestown Town Planner, Lisa Bryer
From: Jamestown Conservation Commission (JCC)
Dated: January 22, 2024
Re: JCC Advisory Review and Objection to Proposed Ordinance Section 82-12-6- Communication Towers and Open Space
 - 3) Copy of email to: Town Council
From: Frank Meyer
Dated: January 14, 2024
Re: Mackerel Cove and the storms
 - 4) Copy of email to: Town Council
From: Marian Falla
Dated: January 16, 2024
Re: Easton Beach Storms/JT beach impacted by storm
 - 5) Copy of letter to: Town Council
From: Alma Davenport
Dated: January 26, 2024
Re: Proposed zoning ordinance Section 82-1207. Keeping of Chicken Hens

- 6) Copy of letter to: Town Council
From: United Way
Dated: January 2024
Re: 2024 Legislative Agenda
- B) Proclamations and Resolutions from Other Rhode Island Cities and Towns:
 - 1) Town of Hopkinton, Resolution in Support of Full Funding of Categorical Transportation Aid as outlined in RIGL §16-7.2-6
 - 2) At the regular meeting of the Burrillville Town Council held Wednesday, January 24, 2024, for and within the Town of Burrillville, at which time a quorum was present and acting throughout, the Burrillville Town Council voted to support the resolution from the Water and Sewer Commission of the Town of Jamestown (Resolution No.: 2024-01) requesting the Rhode Island General Assembly to amend RIGL §46-15 relative to a public water system's obligation.

XIII. ADJOURNMENT

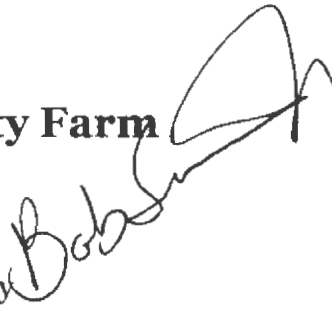
Pursuant to RIGL § 42-46-6(c), Notice of this meeting shall be posted on the Secretary of State's website and at the Town Hall and the Jamestown Police Station. Notice is also posted on the Internet at www.jamestownri.gov.

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 February 1, 2024.

Jamestown Community Farm

To: Jamestown Town Council
From: Bob Sutton
Subject: Financial Terms for Purchase of Ceppi Property
Date January 31, 2024



Subj. Major terms relevant and specific to the land acquisition portion of the lease/purchase agreement between The Jamestown Community Farm Inc. and owner Peter Ceppi (aka John Eldred Farm 1,2,3, LLC)

The agreement was signed on December 17 2023 but is effective as of January 1, 2023 and is in effect through December 2037. specific terms are as follows:

JCF paid the owner on or about December 17, 2023 the sum of \$76,000.00. (\$26,000 rent, \$50,000.00 option to buy). The entire option payment and one half of the rent payment are applied to the purchase price upon exercise of the Option to purchase. The rent changes annually based on increases in the consumer price index.

The option may be exercised upon the death of the owner. When the owner's estate notifies JCF of the owner's death, JCF then has up to six months to exercise the option. A closing must take place within the one year period following exercise of the option. It is possible that the owner may elect to sell during his lifetime, in which case JCF will proceed to exercise the option under the same timetable. (The JCF Board of Directors has already agreed to begin fund raising immediately.)

The entire property is a little over 17 acres. Carved out of the option are two lots of about one acre each fronting on East Shore Road. The owner is keeping these lots for his daughter and granddaughter. JCF presently has a registered survey of the entire property and intends to get this survey revised to properly describe the property to be purchased and the property retained by the owner. Over the course of the negotiation the owner has shown some inclination to sell the entirety of the 17 acres to the JCF and we are prepared to consider that. However, the option applies to the remaining 15 acres.

If the option is exercised, the final sale price will be determined by certified appraisal as follows: JCF hires a certified appraiser to complete a full appraisal of the 15 acres. If the owner does not accept the appraised value, the owner selects his own certified appraiser to provide a second appraisal. If the two appraisals differ by less than 10%, the selling price value is the average of the two. If the two appraisals differ by more than 10%, the two appraisers select a third appraiser, and the selling price will be the average of the three.

The signed lease/purchase agreement is for 15 years with some cost increases at five-year intervals. The JCF has already covered our costs through the first 5 years. Thanks to the generosity of one of our board members (Fox Hill Farm) who has donated \$50,000.00 each year for the next five years, (\$250,000.00) and our fund-raising efforts to date, have raised the necessary funding for the balance of the first five-year period. First year payment in full was wired to owner December 17 2023.

The JCF attorney has filed a "Memorandum of Lease" signed by both parties in the Town of Jamestown Land Evidence Records. The purpose in doing so is to provide notice to anyone researching ownership of this parcel that the property is encumbered by a lease and option to purchase.

JCF Inc. is responsible for paying local property taxes (approximately \$350.00 annually) and the seller is responsible for all other administrative fees, taxes, etc. associated with his ownership of the land. There are annual "cost of living" adjustments to the rent and 5 year adjustments (\$10,000) to the cost of the option. However, all additional costs except for one half of the rents will be credited against the final cost of the acquisition.

The agreement was negotiated by an attorney employed by the farm and an attorney employed by the seller. The final document is professionally written with safeguards for both parties and I can make it available to you, if you wish.

Conanicut Island

A Culture of Farming

Although we tend to think of Jamestown as both a residential and summer community, there is another functioning community of which we may not be completely aware. Coming back from the Beavertail Lighthouse there is a continuous six-mile stretch of roads along which seven active working farms are located. Each of these farms have farmhands and grow and sell agriculture produce. Also, along this same route there are two hi-tunnel greenhouse hobby farmers and throughout the town a number of beekeepers and chicken coups housing small flocks of egg-laying chickens. Jamestown residents are clearly continuing a culture of growing in Conanicut Island's rich soils. A culture that extends back thousands of years.



*Bob Smith
Jamestown Community Farm*

Jamestown Community Farm Inc. (JCF)

Vegetable	Weight	Price
Lettuces	10.5 lb	1.17
Broccoli	2.1 lb	1.10
Spinach	1.5 lb	1.10
El Estremo	17 lb	1.10
Tomatoes	2.5 lb	1.10
Peppers	2.0 lb	1.10
Onions	1.5 lb	1.10
Garlic	1.0 lb	1.10
Beans	1.5 lb	1.10
Green Peas	2.0 lb	1.10
Carrots	1.5 lb	1.10
Yield to Farm	1.5 lb	1.10
Other	1.0 lb	1.10
Butter	1.0 lb	1.10
Small Red Squash	1.0 lb	1.10
Onions	1.5 lb	1.10
Green Beans	2.0 lb	1.10
Zucchini	3.0 lb	1.10
Small Squash	1.0 lb	1.10
Peas	2.0 lb	1.10
Carrots	1.5 lb	1.10
Green Beans	2.0 lb	1.10
El Estremo	17 lb	1.10
Tomatoes	2.5 lb	1.10
Peppers	2.0 lb	1.10
Onions	1.5 lb	1.10
Garlic	1.0 lb	1.10
Beans	1.5 lb	1.10
Green Peas	2.0 lb	1.10
Carrots	1.5 lb	1.10
Yield to Farm	1.5 lb	1.10
Other	1.0 lb	1.10
Butter	1.0 lb	1.10
Small Red Squash	1.0 lb	1.10
TOTAL		\$6,250

Thank You!!

The JCF was created 23 years ago with the mission to grow fresh vegetables and deliver this produce to food pantries throughout the state. Originally organized as an element of the Conanicut Island Land Trust, we reorganized as a 501 c(3) in 2009-2010 and we are now producing and distributing 9 to 13 tons of fresh vegetables annually. We do not use chemical fertilizers, pesticides or herbicides. We are primarily a volunteer organization (100 + volunteers annually). We also have a private foundation grant to employ 4 high school/college student interns annually. We have had the same unpaid volunteer farm manager for 23 years, a stable Board of Directors, no debt and we are presently in the final stages of purchasing the 17 acre parcel of land that we have been farming for 23 years. We have committed from the outset to extending and improving our agricultural practices creating a minimum impact on the Island's resources with a primary focus on healthy soil. (i.e. regenerative

agriculture). We have been a successful organization and we have achieved longevity. It is now time to consider and create the next generation of leadership.

Succession:

Our commitment to growing and delivering fresh vegetables to food pantries is a long-term commitment. We know that our commitment to grow these vegetables utilizing regenerative agricultural is very long term. And, although we are a private non-profit 501c(3), we are now confronting the same problems of farm succession facing many farmers throughout the state and the nation: How do we keep our land, our ideas, ideals and our efforts alive, beyond our own individual leadership and individual participation?

We have had the same organizational structure for all 23 years. We have also had the same farm manager. Our farm manager is well educated, and experienced and still very active but he is also 82 years old. We all recognize that succession of both organizational leadership and maintaining our committed direction is essential and we are not ignoring the inevitable. We have created a viable working farm that fills a need and now we must develop the next generations of leadership.



Regenerative Agriculture and Carbon Capture

Regenerative agriculture is a way of thinking about and acting upon better methods of managing the soil.

The Plow

The plow as an agricultural tool goes back thousands of years. What most likely started by dragging a heavy wooden pointed stick through the soil evolved over time into a modern piece of essential farm equipment. The man associated with developing the modern plow was a talented blacksmith named John Deere who in 1838 designed and hammered out a shiny surfaced plow blade from a large discarded saw blade. The shiny blade steel plowed deeper and kept the soil from sticking to the plow blade.

In concert with the development of mass production techniques created by the industrial revolution, the mass transportation opportunities, created by the new continental railroads, made the "Deere" plow available throughout the country.

At the time no one understood the fragility of soil structure and soil stability. No one understood how quickly that stability could be destroyed; how quickly wind and water erosion would blow and wash these soils down the rivers to the oceans and the Gulf of Mexico.

No one knew how this invasive soil- impact farming would systematically diminish the naturally formed nutrient value of the soils, forcing the farmer to rely increasingly on manufactured chemicals in an attempt to replace and rebuild soil fertility. And, no one could have possibly known that this very type of soil- impact farming would be a major contributor to global warming.

Now we know.

At the Jamestown Community Farm we are using our "One Chance" to eliminate soil destruction. We concentrate our agricultural efforts on methods that understand, reflect and take seriously the irreplaceable value of our natural earth.

Regenerative agriculture prioritizes the critical importance of soil health and maintaining and improving soil nutrient values. Successful regenerative agriculture pursues solutions to agricultural production that are much less reliant on chemistry, mechanization and economics. Instead, it emphasizes farming and growing practices that recognize, respond to and maximize the Earth's natural order. Although not perfect, though perfectly intended, the Jamestown Community Farm is pursuing farming methods that respond to these ideals.

Several years ago, the United Nations published a report on "global warming" and in that document they identified atmospheric carbon as one of the critical causal elements.



Along with identifying "big business" agriculture as a significant contributor to atmospheric carbon; they identified the ability of properly managed plants and soil, to capture and retain carbon as a major solution to reducing atmospheric carbon. Since that report was published the JCF has completely changed its' methods and the equipment needed to more effectively capture and store atmospheric carbon. These methods and equipment are completely consistent with regenerative agricultural practices.

Land Ownership



There can be no meaningful plan of succession without the farm first having an ownership interest in the land. The 17 acres of land that we farm is some of the best farmland in Rhode Island. It is also presently sub-divided into 6 one-acre house lots and an 11-acre lot that could be further sub-divided into 5 additional house lots.

In 2022, with the owner's consent, we began negotiations for the outright purchase of 15 acres of the

farm. The two attorneys have been negotiating over the past 18 months and on December 17, 2023 we signed an agreement to purchase the 15 acres. We have also reached an agreement that the Farm will hold title to the land and the Town will hold a permanent development rights easement.

The Board of Directors has no illusions about what this acquisition will cost. We have created a fund-raising program and have already witnessed community enthusiasm and a generous willingness to contribute. We intend to fund the acquisition with governments grants, private foundation grants and private donations,

Volunteerism

For 23 years the Farm has utilized volunteers for a major portion of the farm work, primarily planting and harvesting on Tuesday and Thursday evenings and summer Saturday mornings. We generally average between 12 to 20 volunteers on every occasion. We have never had a volunteer event where no-one showed up, nor have we failed to accomplish a task for lack of volunteers.



Volunteerism is an important element of our organization; it creates community support for our mission and it provides a very important element of how we get the necessary work done. Successful volunteerism does not happen by accident, it is built into our organizational mentality. A succession plan has to recognize volunteers' critical importance and commits to a volunteer program that is reflective of our existing program success and is actively and conscientiously managed.

Powering the Farm

Although we use diesel and gasoline powered tractors, we are increasingly looking for ways of reducing our carbon footprint. In 2012 we installed a 3.5-kilowatt solar array which during day light provides all our power requirements. In fact we have a \$1500 credit with the power company. We sell back to the power company much more than we use, In 2023 we purchased an electric powered van which recharges directly from the solar panels. One of our members also purchased an electric powered tricycle that we can use for short commutes and also for work errands within the farm property.



Recycling/ Composting. Water Management

We purposely involve the Town's commercial community in our overall farm plan. We intentionally search out areas where the farm can fill a community need and also provide value to the farm.

About 10 years ago we made an agreement with Atlantic Landscaping to bring their autumn leaf pick up to the Community Farm. Tons of leaves are composted over a one-year period and make an excellent soil additive for the next growing season.

Several years ago, McQuade's Market, the only super market in Jamestown, contacted us about the State's requirement for disposal of "out of date" or spoiled fruits and vegetables. They would no longer be allowed to throw them in a dumpster and truck them to a landfill. We agreed to pick up the spoiled produce for our composting operation three times a week and mix it with the Atlantic Landscaping leaves along with our chicken manure, We rotate the pile for one year and at the end of that year have tons of a beautiful compost mixture which we annually add to our farm soils.



We rely entirely on annual rainfall for all farm irrigation. We have no wells, and we do not pump from any surface water areas. We irrigate approximately 4000 square feet of high tunnel greenhouse and a 60-tree apple orchard with stored rainwater. We have the capability to capture, store and distribute approximately 7000 gallons of rainwater annually. The field crops rely upon the annual rain fall and compost rich soil that provides nutrient value and holds moisture necessary for plant growth.

We also work from time to time with the Conservation Commission. Presently we are starting a test growing area to start sea grass that if successful, will be transplanted on local beach erosion areas. This outreach to the Town's commercial community and the Town government administration must be incorporated into our succession and recognized as critical to our own organizational strength and longevity. We fill a community need and we act totally consistent with our regenerative agriculture commitment.

The Community Connection

The word "Community" in our name is no accident. Not only do we need and depend upon the people as volunteer workers on the farm, we need a community of people who understand the importance of our mission, our agricultural direction and are supportive of our land and water protection. And, we need a community of people that are willing to support financially both our "food security mission" and our agricultural direction.



We work closely with the local newspaper to keep townspeople aware of our projects and we encourage people to walk around the farm at their leisure.

We participate in the Memorial Day Parade and the winter holiday celebrations, assisting other organizations with their events and maintaining a presence/visibility and an attitude of helpfulness in the Jamestown community.

Financial Stability

The October 2023 financial statement is provided to give an example of spending by the month. Generally speaking, the Board does not prepare an annual operating budget. Instead, it uses the previous 12-month statement of expenditures as a budget guide for the upcoming fiscal year. This has proven over the years to be an adequate guide to provide spending control.

Additionally, our public "farm patron" fund raising campaign is held in February of our calendar fiscal year so that we have a solid understanding of our available funds early in the year and can make adjustments in spending, if necessary. If foundation or governmental grants are anticipated in our annual budget, no spending on those grants occurs until the grant is verified.

Jamestown Community Farm
 Profit and Loss YTD Comparison
 October 2023

	Q3 2023	TOTAL
		Jan - Oct 2023 (YTD)
Revenue		
43425 Fund Raising - Land Purchase		48,729.00
Direct Public Grants		
43300 Grants - Other		2,550.00
43330 Foundations and Trust Grants		75,359.00
Total Direct Public Grants		77,917.88
Direct Public Support		
43450 Individual & Bus Contributions	700.00	11,518.70
43454 Patron Donations		14,050.00
47246 Farm Sales - Eggs & Produce	302.00	8,974.50
Total Direct Public Support	1,002.00	32,443.20
Total Revenue	81,882.88	\$156,084.38
OPERATIONAL PROFIT	\$1,882.88	\$154,088.20
Expenses		
62100 Contract Services		
62110 Accounting Fees		750.00
62150 Utility Contract Services		67.88
Total 62100 Contract Services		817.88
62800 Fuel/Oil & Equipment		
62841 Equipment Maintenance	275.55	481.48
62842 Misc. Repairs	152.88	1,874.37
62843 Delivery Vehicle Maintenance		2,444.50
62870 Property Insurance	825.50	3,556.00
62880 Rent, Parking, Utilities		3,181.88
Total 62800 Facilities & Equipment	1,253.93	17,318.84
66000 Operations		
66020 Postage	68.00	430.84
66022 Office Supplies & Expense		1,250.00
66030 Printing & Copying		114.04
66040 Volunteer Supplies & Expenses	19.61	89.88
66041 Seeds & Plants	821.12	2,948.83
66043 Diesel Fuel and Gasoline	197.98	806.44
66044 Chemicals		1,854.56
66049 Misc. Supplies		280.35
66054 Farm Labor	680.00	16,822.00
66060 Payroll Taxes	48.89	1,575.81
66065 Payroll Processing Fees	87.88	1,513.84
65100 Insurance - D&O and WC		1,772.46
66210 Class & Demo Expenses		300.00
Total 66000 Operations	1,883.38	38,887.85

Capital Budgeting

Generally speaking, we do not budget for capital expenditures. We keep a list of costly capital items that are in need of replacement or significant repair and we search out grant opportunities to fund all or a significant portion of the cost.

A general rule for non-profits is to hold enough cash in savings to fund operating costs for two years. The JCF has never ended a fiscal year in debt and has more than enough savings to cover operating expenses for that two-year period of time. Some of our infrastructure and our farm equipment is old but is well maintained. However, we are in the process of purchasing the property and given the dynamics of the purchase and of the anticipated purchase price, our annual budget will have significant new demands placed upon it that cannot be ignored. How we meet the demands of the land acquisition without diminishing the farm's annual operating costs can be accomplished but it will require significant attention to our

fund-raising apparatus and careful attention to our annual spending. It is important that the farm continue to appoint and employ professional accounting s

Greenway Protection:

Landowners, residents and the local government administration have long been committed to the protection of land on Conanicut Island. One of the major protected areas is the Center Island Greenway, a 1000-acre+ contiguous land area that extends from the golf course on the south all the way north to Carr Lane. This 1000 acres contains 2 recreational areas, a 3-mile bike/walking path, sanctuary walking paths, 5 farms, acres of salt and fresh water marshes, contiguous forest land, 2 public drinking water reservoirs and their corresponding watershed, a great diversity of wildlife, bird habitat and the Windmill Hill Historic District.



Presently, this 17-acre Jamestown Community Farm is one of the largest unprotected properties in this greenway. The successors to the leadership of the



Presently, this 17-acre Jamestown Community Farm is one of the largest unprotected properties in this greenway. The successors to the leadership of the JCF must recognize their responsibility to the beautiful contiguous land that surrounds our farmland. They must protect and build upon the farm's commitment to regenerative farming practices and refuse the use of chemical fertilizers, pesticides, herbicides etc.

The JCF: A Demonstration Farm

Jamestown is today considered a "high-end" residential and summer home community; however, its' historical routes are deep in its excellent agricultural soils. The Narragansett's used the island as a summer encampment and actively farmed much of the island. The first European settlers in Newport used Conanicut Island as common sheep and cattle grazing ground which quickly evolved into privately owned large active-farm subdivisions, and continued that way until the early 1900's.

Although farming is no longer a major occupational pursuit, there remains a small, strong and diverse agricultural community in Jamestown. Because the community of Jamestown has, over the years, made a strong commitment to permanently protecting farmland and critical open-space there remains significant opportunity to support and sustain agricultural production on the island.

<u>Active Farms,</u>	<u>Acreage</u>	<u>Location</u>	<u>Years Protected</u>		<u>Com. Crop</u>
Wine Grape Vineyard	25	Beavertail Road	20	No	Yes
Orchard, Grazing, Bees	50	Fort Getty Road	200+	Yes	Yes
Hay Production	50	North Road	200+	Yes	Yes
Veggies. Cattle, Sheep, Hogs	40	Weeden Lane	100+	Yes	Yes
Hay, Vegetables	120+	Weeden Lane	250+	Yes	Yes
Sheep, Cattle, Oyster	250	North Road	200+	Yes	Yes
Horses, Vegetables	10+	Carr Lane	40+	No	No
Vegetables, orchard, chickens	17	Eldred Ave.	23+	Yes**	Yes
** Signed permanent protection agreement 12/17/23					
<u>Inactive/ Protected Farmland</u>	20	Fort Getty Rd	30	Yes	
Total Farmland Acreage	582	Jamestown RI			

Opportunity

The end of WWII initiated a major transition in farming. What was labeled the "green revolution" took shape primarily in post-WWII era, taking advantage of much of the chemical technology and mechanical inventiveness created during the War. Farmers and farmhands- the labor supply- left the farms after the war in pursuit of better paying jobs in the cities. In order to keep going, and replace the lost manpower the remaining farms turned almost completely to chemical solutions, larger mechanized equipment and much larger landholdings . Small family farms disappeared and large-acreage, mono-crop corporate farming, supported by large government, increasingly dominated the food-supply business.

The interstate highway system and high-speed trucking rearranged totally the location and profitability of farm production. It was no longer essential to have farms on the outer edge of the city. Trucks loaded with farm produce from corporate farms can

deliver to any US city in less than 40 hours. Huge, fast moving container ships travel across the oceans, in both directions, delivering incredible amounts of agricultural produce and agricultural equipment. Satellites far out in space, steer the tractors and direct the operation of huge farm equipment through the massive fields; Giant chemical and seed companies determine what the farmer plants; large financial institutions loan the farmer the money to pay for it. Farming has become a corporate “bottom-line” business with all major decisions being made in Chicago, New York City and Washington DC, and not by the farmer and his family, sitting around the kitchen table.

John Deere, (the person, not the lawn mower) started the problem. In 1838 as a young man, he moved his blacksmith shop from Vermont to Illinois. He had an idea that changed the agricultural world. He designed and hammered out the first moldboard plow, from a used sawmill blade. The plow blade, with its shiny surface and new design, was exactly what was needed to break through tough native midwestern soils. The plow made it possible for a single farm family, with a couple of horses, to till the rich native soils and grow their crops. Unfortunately, neither the farmers nor anyone else in 1838 could know, understand or protect against the negative aspects of plowing these soils.

A new study in the journal *Earth's Future* led by the University of Massachusetts Amherst shows that, since Euro-American settlement approximately 160 years ago, agricultural fields in the midwestern U.S. have lost, on average, two millimeters of soil per year totaling 57.6 billion tons (over that 160-year time period) The study's authors conclude that plowing, rather than the work of wind and water, is the major culprit.” Science Daily, March 2022

And, when you consider that the act of plowing releases thousands of tons of stored carbon back into the atmosphere, you begin to understand why regenerative agriculture addresses a very real positive response to very immediate critical problems.



The Jamestown Community Farm has a unique opportunity to demonstrate actual regenerative farming techniques and growing methods that are not at war with our Earth. The Jamestown Community Farm cannot change the world. But maybe some young girl bikes to the farm to help pick beans or a young lad stops by to help with the weeding. They pick and weed in the farm's deep rich composted soil and they think, "this is good." This is the generation that is going to have to solve the agricultural problems that we leave behind. The JCF must continue to provide support and opportunity to this next generation.



Conclusion: The Jamestown Community Farm has been in existence for 24 years. Over the years we have had the financial support of major charitable foundations, federal state and local government agencies, and most importantly, the people. Currently, the JCF Board of Directors is moving forward successfully on two extremely important additional projects:

A plan for administrative succession;

Fund support for acquiring the property that the farm is located upon.

We truly believe in what we are doing and we look forward to your continued participation and support.



Town of Jamestown
Resolution of the Town Council

No. 2024-05

**A RESOLUTION IN SUPPORT OF
AMENDMENTS TO RHODE ISLAND LEAGUE OF CITIES AND
TOWNS 2024 LEGISLATIVE PRIORITIES**

WHEREAS, all 39 cities and towns are members of the Rhode Island League of Cities and Towns; and

WHEREAS, the Rhode Island League of Cities and Towns serves as a convener and advocates to the Governor and General Assembly to support the needs of municipalities throughout the state; and

WHEREAS, the Rhode Island League of Cities and Towns believes in:

- Supporting robust local government funding through municipal aid programs, education aid and grants.
- Increasing opportunities, through various methods, to raise local revenues.
- Fully funded policy proposals and programs, particularly related to workforce management and personnel costs.
- Adopting policies that support 39 distinct communities, avoiding one-size-fits-all solutions, especially regarding land use, business licensing and other important policy areas.
- Maintaining local control and decision-making that reflects community needs, including land use, business operations, licensing, etc.
- Supporting greater flexibility for local government to innovate, improve efficiency and save tax dollars.

WHEREAS, the Rhode Island League of Cities and Towns surveyed all 39 members to develop legislative priorities for the 2024 session of the Rhode Island General Assembly; and

WHEREAS, stable local and education aid from the state will ensure that cities and towns can maintain municipal operations while investing one-time Federal funds toward necessary capital improvements and economic recovery; and

WHEREAS, property taxes represent approximately two-thirds of revenue for municipal budgets statewide, and Rhode Island has the eighth-highest property tax burden in the nation; and

WHEREAS, any reduction in state funding would exacerbate a dependence on property taxes, ultimately leading to service reductions, layoffs and property tax increases; and

WHEREAS, Rhode Island's municipalities are an important piece of Rhode Island's economic success.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Jamestown supports the priorities identified by the Rhode Island League of Cities and Towns on behalf of the 39 cities and towns in Rhode Island.

Passed as a resolution of the Town of Jamestown, Jamestown Town Council this 5th day of February, 2024.

By Order of the Jamestown Town Council

Nancy A. Beye, President

IN WITNESS WHEREOF, I hereby attach my hand and the official
Seal of the Town of Jamestown this 5th day of February 2023.

Roberta Fagan, Town Clerk



Town of Jamestown

Resolution of the Town Council

No. 2024-06

Formation of the Jamestown 250th Commission *(Jamestown 250th Semi-quincentennial Commission)*

WHEREAS, the Town of Jamestown (hereafter "Town") is a municipal corporation duly organized and existing under the laws of the State of Rhode Island;

WHEREAS, the Town Council is the legislative body of the Town of Jamestown;

WHEREAS, the Town desires to create a committee to assist in ensuring the observance of the semi-quincentennial of the American Revolution and appropriately recognize the experiences and points of view of all people affected by the events before, during, and after this historic event; provide an opportunity to reflect on the role of the State of Rhode Island in the many significant events that inspired the birth of our country from a diversity of perspectives; and encourage civic, historical, and educational participation within the Town;

WHEREAS, the Town intends to create a local committee that reflects the goals and intentions set forth in this resolution;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of Jamestown, Rhode Island, hereby establishes the Jamestown 250th Commission which shall be active for a period from March 1, 2024 to December 1, 2027; and whose responsibilities may include:

To be tasked to plan and organize events, activities, and initiatives that celebrate and commemorate Rhode Island's historical contributions to the ideals of freedom, equality, and independence as we approach the nation's 250th anniversary; to promote civic pride and local history awareness within the Town of Bristol.

To collaborate with relevant organizations, institutions, and community groups to achieve the commission's goals.

To engage in fundraising efforts to support activities that promote civic pride and acknowledge local history, including decorations, events, and activities.

Passed as a resolution of the Town of Jamestown, Jamestown Town Council this 5th day of February, 2024.

By Order of the Jamestown Town Council

Nancy A. Beye, President

IN WITNESS WHEREOF, I hereby attach my hand and the official
Seal of the Town of Jamestown this 5th day of February 2023.

Roberta Fagan, Town Clerk

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: January 31, 2024
SUBJECT: Report for Town Council Meeting February 5, 2024

Library: The temporary library location at the golf course has closed. Library staff continue to work to prepare for the opening of the facility on North Road. There have been delays by sub-contractors related to internet access, heating and fire suppression which have delayed the opening. We do expect that it will be open mid-late February.

Staff is cleaning and painting the golf course space in anticipation of making it available for use under the current policy managed by the recreation department.

Municipal Resilience Grant Program: As an update; Lisa and Mike had put together a \$1 million grant application through the RI Infrastructure Bank to fund the remainder of the work to be completed at the dam at south pond. This grant was not awarded. We will be assessing other funding options and possible reapplication in order to complete the project.

Tax Abatement (Credits): A request for the Town Council to consider a revised ordinance to support the increase of the tax abatement currently offered to members of the fire department. This would also include a transition plan. Subject to Council approval, this can be prepared as an ordinance to advertise Memo and draft ordinance is attached. (new business)

Broadband Project: As previously approved by the Town Council, we have engaged Mission Broadband in partnership with Greater Newport of Chamber of Commerce to begin analyzing the current broadband services offered to Jamestown residents and businesses. This report when complete, can better position the Town and developers for any additional funding opportunities. They are developing a process by which they will request public participation in the process.

Ft Getty Campers- The deadline to renew sites as a seasonal camper was February 1. We do expect a limited number of sites to not renew. I can present an update to the Council at the February 20 meeting with more details.

Hazard Mitigation Plan: We have executed the contract with our consultant Weston and Sampson to update our Hazard Mitigation Plan. The Hazard Mitigation Plan process will start soon. This will include public input at which time residents can speak about Mackerel Cove and

any other areas of concern. Once this plan is approved and if mitigation funding becomes available, this would best position the Town for developing any future engineering plans.

Additionally, I have met with Senator Reed and discussed the impacts of the storms and the need for funding related to recovery and future mitigation projects. This would require that the event(s) be declared by FEMA. This has not yet happened. I have met with FEMA to discuss recovery efforts and potential funding. This is part of the process as they determine if the event(s) will be declared. If they are declared, two funding streams are likely. The first for recovery. The second for mitigation planning and projects.

I have also contacted the Army Corps of Engineers (ACOE) to begin a conversation about the concerns specific to Mackerel Cove. Once our local HMP process is completed and approved, I can request that they consider mitigation projects.

PBS-Our Town: PBS has selected Jamestown to be the next community to featured in their program "Our Town" They have been in contact with Lisa Sheely who will take the lead in the Town participation. Residents can join a virtual informational Town Meeting on Thursday, February 15, at 5:30 p.m. They should visit RIPBS.org to register for the meeting and learn more about the program.

Harbor Vessel: The Director of the Harbor Division and the Harbor Commission are requesting authorization to purchase a new vessel, declaring an existing vessel as surplus and offering it for sale by a public bid process. The net cost to the purchase is estimated at \$50,000 and would be funded through the Jamestown Harbor Capital Reserve Fund. The JHC has reviewed this request and recommend approval by the Town Council. Steven Bois' memo is enclosed (consent agenda)

OWTS requirements: At the recent Town Council meeting there was discussion regarding regulations of Onsite Wastewater Systems particularly as it relates to short-term rentals and property transfer due to sale. Jean Lambert has provided a memo including her recommendations. Any change to STR would require further action by the Town Council including an amendment to the code of ordinance.

Water Tower Lease: We are currently negotiating a lease with an additional cell phone provider for space on the water tower. I expect to be able to present you with this to be considered in March. In the meantime, you will see the application as it moves through the zoning approval process. We are also in talks with additional potential service provider for use of shared equipment on the towers. This too will be presented to the water and sewer commission in the coming months.

CRMC/Aqua Farms: CRMC is the only agency which permits the lease of state waters for the purpose of aqua farms. We had requested that CRMC develop a plan which would guide farmers, residents and Town staff as to the likely locations for these farms to reside. We met recently with CRMC staff and DEM about the draft plan. CRMC plans to brief the both the Town Council and the Harbor Commission on this plan in March.

January 30, 2024

Town of Jamestown Tax Relief Ad Hoc Committee Report to the Town Council

The Tax Relief Ad Hoc Committee consisting of seven (7) voting members: Erik Brine, JD Coleman, David Dolce, Michelle Estephan-Owen, Robert Raymond, Edward Ross, Beth Smith; and one (1) non-voting ex-officio member: Christine Brochu was charged by the Council with seeking opportunities to encourage year-round residency and make Jamestown more affordable for both property owners and renters alike. The committee was directed to review current commercial and residential property taxes, including owner-occupied, short-term and long-term rental properties and identify strategies employed by other local governments to incentivize year-round residency and affordability such as tax exemptions and incentives. Upon completion, the committee should present recommendations to the Town Council which may include new or amended ordinances; qualifying exemptions and incentives; tax relief tiers; defined qualification requirements; and/or suggested public education and outreach strategies.

The committee met ten times between September 20th 2023 and January 30th 2024 in order to develop recommendations that could be acted upon by the Council and the Rhode Island State Legislature in the 2024 legislative cycle. This report intends to outline those recommendations agreed upon by the committee.

From the onset of discussions, the members of the Tax Committee agreed that it was important to first agree on the goals and priorities of the committee in order to develop a framework in which tax strategies and policy recommendations could be made.

Goals and Priorities of the Tax Committee

- 1 – Make Jamestown more affordable for primary residents
- 2 – Create opportunities to meet town budgetary objectives while minimizing impact on Jamestown residents
- 3 – Protect and/or support Jamestown businesses
- 4 – Keep taxes low for elderly and need-based populations on fixed budgets
- 5 – Make Jamestown more affordable for town employees whose salaries have not risen commensurate with property values and who the community depends on
- 6 – Incentivize long-term rentals

To that end, the committee has developed a list of recommendations for the Jamestown Council that we believe support these goals and priorities. We recognize that some of these recommendations could have significant impact on revenue generation and some may not have significant fiscal implications but are policy positions that we believe represent the values of our town.

Recommendations

- 1- Update Current Exemptions

- a. **Veterans Exemptions (table below)** – The current veteran’s exemptions are credits and not currently tied to any index, so they are static and in reality, worth less every year due inflation, until specifically voted on, and in most case sent to the State Legislature to change. The committee recommends instead tying these exemptions to an index, such as the Consumer Price Index (CPI) to ensure that these credits increase annually commensurate with the general rise in costs. The committee believes that most current credits are in-line with other Rhode Island cities and towns however, the value of the Gold Star Parent and Prisoner of War credit seem low compared to the other veteran exemptions. The committee recommends that these credits should be raised dramatically to represent the tremendous sacrifice by those eligible. This change will have extremely low to no budget impact, but we feel will fall more in line with Jamestown values.

	Real Estate	Motor Vehicle
Regular Exemption	\$250 Credit	N/A
Unmarried Widow/Widower	\$250 Credit	N/A
Totally Disabled/Service Connected	\$500 Credit	N/A
Partially Disabled Service Connected	None	N/A
Gold Star Parent	\$300 Credit	N/A
Prisoner of War	\$500 Credit	N/A
Specially Adapted Housing	\$500 Credit	N/A

- b. **Senior Exemptions (table below)** – The income based senior exemptions are tied to published poverty income rates, which is helpful because it allows for those income requirements to change year to year. The qualifying incomes are capped at 220% of the poverty level which means that at income levels above \$29,898 for an individual or \$40,282 a family of more than one individual (in 2022 dollars as shown in the table) exemptions are fully phased out. The committee recommends that the Council consider shifting each of the categories to a higher percentage of poverty level to commensurately increase the income level caps.

Type of Program	Amount of Exemption or Tax Credit	Household Income Requirements	Age	Residency/ Occupancy Requirement	Length of Ownership Requirement
Income Based Exemption	61% to 100% of assessed value	1 resident-\$13,590 or less	65+	5 Years	5 Years
		More than 1 resident-\$18,310 or less			
Income Based Exemption	60% of assessed value	1 resident-\$13,591 to \$19,026	65+	5 Years	5 Years
		1+ residents-\$18,311 to \$25,634			
Income Based Exemption	50% of assessed value	1 resident-\$19,027 to \$21,744	65+	5 Years	5 Years
		1+ residents-\$25,635 to \$29,296			
Income Based Exemption	40% of assessed value	1 resident-\$21,745 to \$24,462	65+	5 Years	5 Years
		1+ residents-\$29,297 to \$32,958			
Income Based Exemption	30% of assessed value	1 resident-\$24,463 to \$27,180	65+	5 Years	5 Years
		1+ residents-\$32,959 to \$36,620			
Income Based Exemption	20% of assessed value	1 resident-\$27,181 to \$29,898	65+	5 Years	5 Years
		1+ residents-\$36,621 to \$40,282			
Disability Based Exemption	\$10,000 to \$25,000	Less than \$25,000	No Age	2 Years	2 Years

- c. Disability Based Exemption (table above) – The Disability Based exemption correctly is not tied to an age but is also not tied to any index and therefore is not updated regularly. The committee recommends changing the Disability exemption to match the Senior exemption and tie it to the same income-based exemption. This entire table would then apply to those who are 65+ and/or disabled.
- d. Firefighters Exemption – The Committee recognizes that the town just updated the tax exemption for firefighter and commends the Council for doing so. Jamestown is very lucky to have a superb group of volunteer firefighters, and which not only helps keep the town safe but also keeps our taxes significantly lower than they would be if Jamestown had to fund a full-time firefighting organization.

2- Add New Exemptions

- a. **Town Employee Exemption** – The Committee recognized that there are a diminishing number of Jamestown employees, including police officers, public works, and teachers who also live in our community due to the rapidly rising costs of housing in Jamestown and pay increases not keeping pace with inflation. We also believe there are real benefits to people who work in our community being able to live in our community. The Committee recommends considering an exemption in the form of a credit, similar to the firefighter exemption, for all full-time Jamestown employees. We believe this will help the town recruit and retain talent, show our town employees that they are appreciated, and make them more accessible to the community they serve.

- b. **Homestead Exemption** – Homestead exemptions have become very popular especially in communities that are vacation destinations and have a large non-resident population. An estimate created by cross referencing property tax rolls with voter registration rolls show that of the approximately 2,700 residences in Jamestown, nearly 50% of them are owned by non-residents. These exemptions provide an opportunity to keep taxes low for residents while leveraging the popularity of their communities for vacation goers and multiple-home owners to provide the necessary funding to maintain the infrastructure and management of the town. The Committee recommends that the Council adopt a homestead exemption as 12 other Rhode Island Communities have. (RI municipalities that offer a homestead exemption are Central Falls, East Providence, Johnston, Lincoln, Middletown, Narragansett, Newport, North Kingstown, North Providence, Providence, West Greenwich, and Woonsocket) Homestead exemptions can be instituted in a variety of way and can become both complicated to understand and onerous for the town to oversee. With that in mind the Committee recommends the Council consider two possible options.

(1) Provide a flat percentage of home value as an exemption for all residents. *Example – If a home is assessed at \$500,000 and the exemption rate is 20%, the resident homeowner would have the first \$100,000 of their home value exempted from their property tax bill therefore resetting their property assessed value at \$400,000. If a resident's home is worth \$1,200,000 the property assessed value would be decreased by \$240,000 to \$960,000. This could be capped at a certain level (for example the median home value) to ensure the amount of tax savings is not dramatically skewed by outliers with extremely high-valued homes.*

or

(2) Provide all residents a flat exempted amount off the value of their homes. *Example - If a home is assessed at \$500,000 and the exemption amount is \$200,000 the resident homeowner would have the first \$200,000 of their home value exempted from their*

property tax bill therefore resetting their property assessed value at \$300,000. If a resident's home is worth \$1,200,000 the property tax value would be decreased by \$200,000 to \$1,000,000. If this option is chosen, the Committee recommends that the Council ties the amount of the exemption to the change in median home valuation made during every revaluation assessment.

And

- (3) In order to incentivize long-term rentals and increase the availability of full-time housing options in Jamestown, the Committee recommends that the Council offer the Homestead Exemption to non-residents who provide a current 12-month lease on an annual basis.

3- Tax Stabilization Program

The Committee recommends the Council consider a Tax Stabilization Program to allow residents on fixed income to defer taxes that are more than 5% of their income. Taxes deferred are held, as a receivable, by the town until a triggering event occurs (sale of property, deceased etc.) which requires a full payment of deferred taxes. Amounts deferred can be charged interest and are accounted for in the Tax Collection Office. Applicants file on a yearly basis as this deferral is based on household income that can fluctuate year to year. North Smithfield has such a program that has benefited many older low-income property owners.

4- Reverse Mortgage Options

The Committee considered town-sponsored reverse mortgage options to allow aging residents on a fixed income to stay in their homes as tax rates rise. Since a similar program is being pursued through affordable housing policy, the Committee did not want to interrupt that progress and commends the Council for supporting such efforts.

5- Ensure Exemptions are Stackable

The Committee recommends that eligibility for any exemption should not eliminate the eligibility for another, especially for those that are need-based. *For Example, residents may be eligible for a Homestead Exemption, a Firefighter credit and an age-based senior exemption.*

- 6- The Committee recommends that the Council does not make any changes to commercial properties or businesses in Jamestown. Commercial property tax makes up a fairly small part of tax revenue in Jamestown and the Committee believes it is more important for Jamestown to keep the businesses that are here, especially those that stay open year-round, in town, rather than chase them off with higher taxes.

- 7- Seek greater revenue from fees and leasing of town properties and facilities.

While the committee recognizes that revenue generation from fees and leases may fall outside the charge of this committee, we did discuss it as it directly relates to the need for the town to primarily rely on property taxes for funding. The Committee therefore makes the following recommendations that pertain revenue creation that can offset or supplement revenue from taxes.

- a. Property leases – Avoid long leases with one-sided renewal options that prevent the town from receiving competitive rent for high-value properties. *For Example - golf course, harbors, pier/dock access to commercial operations.*
- b. Facility Use – The Committee commends the Council’s recent increase in rates at Fort Getty at a rate higher than in years past but urges it to continue to look at raising rates especially for non-residents to those similar in surrounding similar communities.
- c. Parking – The Committee recommends that the Council consider instituting online/ap-based paid parking throughout commercial and recreational areas in town both to limit parking congestion by non-residents and bring in revenue for the town. Rather than selling summer beach parking passes to residents the Committee recommends selling annual town parking passes that allow residents to park without additional cost in all commercial and recreational areas in town, all year round. Additionally, the town should increase the cost of beach parking for non-passholders to be commensurate to beach parking prices in Narragansett and Newport.
- d. The Committee recommends that the Council publish the balances of all other funds outside the general fund, which only appear in the town’s audit report. in the annual budget documents for greater transparency and public education of the town’s financial position. (*Example – Golf Course Fund, Harbor Management Fund, etc.*)

The Tax Relief Ad Hoc Committee strongly believes that Jamestown’s tax policies and exemptions are not only a necessary tool to provide resources to maintain and manage the town, but also a means to incentivize or influence desired behavior or outcomes in the community. We believe that the slate of recommendations provided does just that while meeting the goals and priorities for our community laid out at the beginning of this report. While the charge of the Committee is complete, we stand ready to answer your questions and support you as you move to the next phase of implementation of any or all of these recommendations.

The Jamestown Ad Hoc Tax Relief Committee - Erik Brine, JD Coleman, David Dolce, Michelle Estephan-Owen, Robert Raymond, Edward Ross, Beth Smith

Jamestown's Affordable Housing Preservation Program

1/11/24

This program seeks to transform existing homes in Jamestown into affordable properties by enabling the town of Jamestown to purchase the land upon which existing homes in Jamestown are located. Payments for the land will be made over time, not to exceed 20 years. Existing residents are encouraged to stay in their homes as they age or raise families. They will continue to pay taxes on the home itself and will maintain their use of the land through a ground lease with the town or its designee. The land remains owned by the town in perpetuity, guaranteeing these properties to remain affordable. Among the features of this program:

- The purchase amount for the land will be determined by agreement with the owner of an amount that considers the fair market appraisal for the land (land only) and the assessed value as determined by the Tax Assessor.
- The purchase amount will be paid by the town to the seller over a term of no more than 20 years at no more than \$25000 per year. It will be paid to the seller or their heirs over the full term regardless of whether the owner remains in the house, leaves it to their heirs or sells the property .
- Upon the closing , the land will be owned by the Town of Jamestown or a Community Housing Land Trust for perpetuity. This is similar to the methodology of Church Community Housing in Newport .
- The existing homeowners may remain in the home and will engage in a ground lease with the town, land trust or its representative, for the continued use and maintenance of the land. This is similar to the methodology of Church Community Housing in Newport .
- The homeowners may leave the house (with its relationship to the town) to their heirs. The ground lease will continue. Neither the current homeowners with whom the town has made this relationship nor their heirs must fulfill the criteria of "affordable" as determined by RI Housing. (see chart below)
- The current homeowners or their heirs who live in the house may sell the house/improvements but such a sale must comply with the following terms: the house and the right to a ground lease is to be sold for the lesser of an appraised fair market value or the assessed value (as determined by Jamestown's Tax Assessor) of the house/improvements only . The town's ownership of the land will continue into perpetuity. Buyers of an Affordable Housing Preservation program property must have an income less than or equal to 100% of the median income as determined by Rhode Island Housing. The ground lease will continue as will the town's ownership of the land.

Applicants can pick up applications at Jamestown's Planning Office. Applicants should provide the address and proof of ownership of a residential property in Jamestown. The program will be administered by Church Community Housing under the auspices of the Town Planner , the Affordable Housing Committee and the Town Council.

Approved applications will be limited to a maximum of four per year, unless, due to the interest in and support of the program by the community, the town council votes to increase the financial support dedicated to this effort.

Criteria for Acceptance into Jamestown's Affordable Housing Preservation Program

Preference will be given to applicants who themselves satisfy RI Income limits for Low and Moderate Income Households. Preference will first be given to applicants at 80% or below, then 100%, then 120% , then on a sliding scale upward to those whose income is greater than 120% of median income as described in the chart by RI Housing below.

Providence--Fall River, RI-MA HMFA 2023								
MUNICIPALITIES: Barrington, Bristol, Burrillville, Central Falls, Charlestown, Coventry, Cranston, Cumberland, East Greenwich, East Providence, Exeter, Foster, Glocester, Jamestown, Johnston, Lincoln, Little Compton, Narragansett, North Kingstown, North Providence, North Smithfield, Pawtucket, Providence, Richmond, Scituate, Smithfield, South Kingstown, Tiverton, Warren, Warwick, West Greenwich, West Warwick, Woonsocket								
	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
30%	\$21,500	\$24,600	\$27,650	\$30,700	\$35,140	\$40,280	\$45,420	\$50,560
50%	\$35,850	\$41,000	\$46,100	\$51,200	\$55,300	\$59,400	\$63,500	\$67,600
60%	\$43,020	\$49,200	\$55,320	\$61,440	\$66,360	\$71,280	\$76,200	\$81,120
80%	\$57,350	\$65,550	\$73,750	\$81,900	\$88,500	\$95,050	\$101,600	\$108,150
100%	\$74,200	\$84,800	\$95,400	\$106,000	\$114,500	\$122,950	\$131,450	\$139,900
115%	\$82,460	\$94,300	\$106,030	\$117,760	\$127,190	\$136,620	\$146,050	\$155,480
120%	\$86,040	\$98,400	\$110,640	\$122,880	\$132,720	\$142,560	\$152,400	\$162,240

- Preference may be given to less expensive properties.
- Preference may be given to properties near services and amenities such as the market, library, post office, a bus line.
- Preference may be given to properties that are mortgage free or if still under a mortgage, where that mortgage is sufficiently small that it may be absorbed in the agreement or where the house exhibits sufficient equity that the mortgage can be renegotiated or maintained.
- Preference may be given to properties in which the lot is potentially subdividable for additional affordable housing

Application Process Applicants should submit a preliminary application by October 15. This will include

- a signed application form
- a provision that allows access to the property by the town or its designee
- documentation of the property and its ownership including the deed, mortgage(s), a registered survey, if available.

Since preference will be given to those applicants who satisfy RI income limits for low and moderate housing, applicants are encouraged to provide information regarding their income. Such information would include:

- Three years of Federal tax returns including W2 and attached schedules
- Verification of sources of income including (as relevant) Most recent pay stub (if income varies please submit last three months,) Social Security, Social Security Disability, pension
- A copy of Savings account statement for all accounts
- A copy of most recent statement from all other assets (IRA,)

(This financial information will remain confidential and is not part of the public record. The address of the property and confirmation that the applicant satisfies the income limits will be part of the public record.)

Applications will be reviewed by the town official entrusted with this task or its designee for completeness and prioritized as per the criteria above and assessed for approval. If the assessed applications number more than four, they will be anonymized (names and addresses removed) and submitted to the Town's Affordable Housing Committee by January 10 or in time to be on that Committee's agenda for its January meeting for review. After review, the Affordable Housing Committee will then submit four finalists to the Town Council for funding. The Affordable Housing Committee reserves the right to not recommend a project or any projects based on the information about the properties and income.

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 we deleted and replace 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

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 who 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 towards 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.

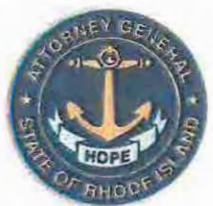
And our chair, Jim Rugh, was equally indefatigable in keeping us on track, in organizing our responses and in producing this final document. He did so with an even handedness that I admire greatly. Jim was

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



ATTORNEY GENERAL PETER F. NERONHA

OPEN MEETINGS ACT CHECKLIST¹ *OPEN GOVERNMENT UNIT*

It is important to note that the OMA establishes the minimum requirements with which public bodies must comply. Public bodies are encouraged to conduct meetings as openly as possible, consistent with the OMA and its purpose of ensuring that public business is carried out in an open and transparent manner.

WHEN THE OMA APPLIES

(R.I. Gen. Laws § 42-46-2)

- ❖ The OMA applies whenever a quorum of a public body convenes for a meeting. The OMA applies when all three elements are present:
 - A public body is “any department, agency, commission, board, council, bureau, or authority or any subdivision thereof of state or municipal government,” in addition to certain libraries.
 - A meeting is “the convening of a public body to discuss and/or act upon a matter over which the public body has supervision, control, jurisdiction, or advisory power.”
 - A quorum is defined as “a simple majority of the membership of a public body.”
 - Note: a “walking” or “rolling” quorum may be created where a majority of the members of a public body attain a quorum by a series of one-on-one conversations or interactions, whether in person or by electronic means.
 - Except as provided in any applicable Executive Order, discussions of a public body by telephone or electronic means are permissible only to schedule a meeting or due to a member being on active duty in the armed services or having a disability. *(R.I. Gen. Laws § 42-46-5(b)).*

NOTICE REQUIREMENTS

(R.I. Gen. Laws § 42-46-6)

- ❖ Annual Notice (beginning of each calendar year only) *(R.I. Gen. Laws § 42-46-6(a)).*
 - Includes the date(s), time(s), and location(s) of the meetings.
 - Notice must be posted electronically with the Secretary of State **and** provided to a member of the public upon request.
- ❖ Supplemental Notice/Agenda (minimum 48 hours before the date of the scheduled meeting, **excluding** weekends and state holidays) *(R.I. Gen. Laws § 42-46-6(b)).*
 - Notice includes:
 - the date notice was posted;
 - the date(s), time(s), and location(s) of the meetings; and
 - a statement specifying the nature of the business for each matter to be discussed.
 - Statement must give the public fair notice of the nature of the business to be discussed or acted upon. Agenda items such as “Old Business” or “Treasurer’s Report” are insufficient.

¹ This checklist is provided by the Office of Attorney General to assist public bodies and provide guidance concerning the Open Meetings Act’s requirements. This checklist does not list all Open Meetings Act requirements and is neither intended to replace the Open Meetings Act nor should it be construed as legal advice. Public bodies should defer to their legal counsel when questions regarding compliance arise. Revised July 2021.

- Cannot take a vote on an item if agenda only states that the item will be discussed and does not indicate that it may be voted upon.
 - A public body may respond to comments initiated by members of the public during an open forum but may not vote on the matter absent an emergency. A public body is not required to hold an open forum or permit open discussion but is encouraged to do so when appropriate.
- Notice must be posted: *(R.I. Gen. Laws § 42-46-6(c))*
 - at the principal office of the public body holding the meeting, or if no principal office exists, at the building where the meeting is to be held;
 - in at least one other prominent location within the governmental unit; and
 - electronically with the Secretary of State.
- ❖ **Emergency Meetings** may be held without satisfying the usual notice requirements, provided that:
 - The majority takes an affirmative vote that the emergency meeting is necessary to address an unexpected occurrence that requires immediate action to protect the public;
 - The public body states for the record why the matter must be addressed without providing the usual notice;
 - The statement regarding why the matter must be addressed without the usual notice must be recorded in the meeting minutes.
 - Notice is posted as soon as practicable and electronically filed on the Secretary of State's website; and
 - The public body may only address the issue or issues which created the need for an emergency meeting.

OPEN MEETINGS

(R.I. Gen. Laws § 42-46-3).

- ❖ All meetings must be open to the public unless closed in accordance with the OMA.
 - **The public has a right to record open session meetings.**

CLOSED MEETINGS

(R.I. Gen. Laws § 42-46-4(a))

- ❖ Although not required, a meeting may be held in closed or executive session if it concerns at least one of the following:
 - A discussion of the **job performance**, character, or physical or mental health of a person(s), pursuant to *R.I. Gen. Laws § 42-46-5(a)(1)*, provided that:
 - person(s) affected shall be notified in advance in writing;
 - person(s) affected advised they may require discussion held in open session; and
 - A statement in open session (**and** record in open session minutes) that affected person(s) have been notified.
 - Sessions pertaining to **collective bargaining or litigation**. *(R.I. Gen. Laws § 42-46-5(a)(2))*.
 - Discussions regarding a matter of **security**. *(R.I. Gen. Laws § 42-46-5(a)(3))*.
 - **Investigative proceedings** regarding allegations of civil or criminal misconduct. *(R.I. Gen. Laws § 42-46-5(a)(4))*.
 - Discussions or considerations related to the **acquisition or lease of real property** for public purposes, or of the **disposition of publicly held property** wherein advanced public information would be detrimental to the public interest. *(R.I. Gen. Laws § 42-46-5(a)(5))*.
 - Discussions related to or concerning a **prospective business or industry locating in Rhode Island** when an open meeting would have a detrimental effect on the interest of the public. *(R.I. Gen. Laws § 42-46-5(a)(6))*.
 - A matter related to the question of the **investment of public funds**, which includes any investment plan or matter related thereto, where the premature disclosure would adversely affect the public interest. *(R.I. Gen. Laws § 42-46-5(a)(7))*.
 - School committee sessions to conduct **student disciplinary hearings** or to review other matters that relate to the privacy of students and their records, provided in either case: *(R.I. Gen. Laws § 42-46-5(a)(8))*.
 - any affected student(s) shall be notified in advance in writing;

- affected student(s) advised they may require discussion held in open session; and
- during open call, state in open session **and** record in open session minutes that affected student(s) have been notified.
- Hearings on, or discussions of, a **grievance filed pursuant to a collective bargaining agreement**. (*R.I. Gen. Laws § 42-46-5(a)(9)*).
- Discussion of the **personal finances of a prospective donor to a library** (*R.I. Gen. Laws § 42-46-5(a)(10)*).
- ❖ In order to properly convene in executive session, the following must first be performed by the public body in **open session**:
 - A vote by a majority of the members to convene in executive session;
 - A statement of the specific subsection of R.I. Gen. Laws § 42-46-5(a)(1)-(10) upon which **each** executive session discussion has been convened; **and**
 - A statement specifying the nature of the business for **each** matter to be discussed. (*R.I. Gen. Laws § 42-46-4(a)*).

**The above information must also be recorded in the open session minutes.*

MINUTES - FORMAT (*R.I. Gen. Laws § 42-46-7*)

- ❖ Open **and** closed session minutes **must** be maintained and contain:
 - The date, time, and place of the meeting;
 - The members of the public body recorded as either present or absent;
 - A record by individual member of any vote taken; **and**
 - Any other information relevant to the business of the public body that a member of the public body requests be included. (*R.I. Gen. Laws § 42-46-7(a)*).

MAKING MINUTES AVAILABLE (*R.I. Gen. Laws § 42-46-7*)

- ❖ For all public bodies:
 - **Unofficial** (unapproved) open and closed session minutes must be available at the principal office of the public body within thirty-five (35) days of the meeting, **or** at the next regularly scheduled meeting, whichever is earlier. (*R.I. Gen. Laws § 42-46-7(b)*).
 - **EXCEPTIONS**
 - when a closed session meeting has been properly convened and a majority of the members vote to seal the minutes, or
 - where a majority of the members vote to extend the time period for filing minutes and publicly state the reason for the extension (*R.I. Gen. Laws § 42-46-7(b)*).
 - **Official**/approved minutes must be maintained **and** electronically filed with the Secretary of State within 35 days of the meeting. (*R.I. Gen. Laws § 42-46-7(d)*).
 - **EXCEPTION**
 - not applicable to public bodies whose responsibilities are *advisory* in nature. (*R.I. Gen. Laws § 42-46-7(d)*).
- ❖ For volunteer fire companies, associations, fire district companies, or any other organization currently engaged in extinguishing fires and preventing fire hazards:
 - must post unofficial minutes on the Secretary of State's website within 21 days of the meeting, **but not later** than 7 days **prior** to the next regularly scheduled meeting, whichever is earlier. (*R.I. Gen. Laws § 42-46-7(b)(2)*)(also note 2021 amendment excepting certain matters from the provisions of this section).

DISCLOSING VOTES *(R.I. Gen. Laws § 42-46-7(b))*

- ❖ All votes listing how each member voted on each issue shall be available at the office of the public body within two (2) weeks of the vote, and
- ❖ If a vote is cast during **executive session**, the vote must be disclosed once the open session is reopened.
 - **EXCEPTION**
 - a vote taken in executive session need not be disclosed for the period during which its disclosure would jeopardize any strategy, negotiation or investigation undertaken pursuant to a properly closed meeting. *(R.I. Gen. Laws § 42-46-4(b)).*

PUBLIC COMMENT *(R.I. Gen. Laws § 42-46-6(d))*

- ❖ Nothing within the OMA requires a public body to hold an open forum or public comment session.
- ❖ Nothing within the OMA requires the members of a public body to respond to any comments made during an open forum or public comment session.
- ❖ If a public body chooses to hold an open forum or public comment session, nothing prohibits the public body members from responding to comments initiated by members of the public.
- ❖ The public body is permitted to limit comment on any topic during an open forum or public comment session.

Voicing Concerns:
Public Comment Policies of
Rhode Island City and Town Councils
and School Committees

January 2024



Voicing Concerns:
Public Comment Policies of Rhode Island City and Town Councils and
School Committees

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Executive Summary

The ability to speak out at town meetings is a New England tradition. However, a review of the policies of Rhode Island's 39 city and town councils and 34 school districts shows a wide variation in how these key public bodies allow residents to speak during their "public comment" periods. This report provides an overview of their policies, along with a series of recommendations designed to ensure that members of the public have a meaningful opportunity to be heard before their representative officials.

As explained in more detail in this report, there are a number of procedural and substantive barriers that public bodies can impose which unduly hinder public participation at council and school committee meetings. If a public body sets a short amount of time for public comment, controversial and complex issues may not receive the proper attention they deserve. Unreasonable advance sign-in requirements can also gratuitously limit the opportunities for members of the public to speak. Many public bodies establish inappropriate limits on what people can talk about during the "public comment" period, either by allowing comments dependent on whether the topic is on the agenda for the meeting or by relying on broadly worded "decorum" policies that raise significant First Amendment concerns.

Our review of the policies found, among other things, the following:

- Four of the public bodies we examined appear to offer no public comment period at all during their meetings.
- Altogether about one-fifth of city and town councils and school committees set very brief periods of time for public comment – some as short as 15 minutes – that have the effect of vastly limiting the number of people who can speak when important issues affecting the community are being considered.
- Public bodies that explicitly set limits on how long individual speakers may talk usually do so in the 2-5 minute range. To their credit, a handful of public bodies allow for public comment at both the beginning and end of their meetings.
- Some public bodies establish unnecessary advance sign-up requirements, including one town council that requires the prospective speaker to sign up at least five days in advance!
- More than a few councils and school committees limit individuals from commenting on topics depending on whether they appear on the agenda. Ironically, some allow comments only on items that appear on the agenda, while others allow comment only on topics not on the agenda.
- A number of public bodies ban any discussion of "personnel" or have broadly worded "decorum" rules – banning remarks that are deemed to be "personal attacks" or comments that are "uncivil," "derogatory," "impertinent," or "inappropriate" to cite a few. All of these rules are subject to legal challenge as a violation of the public's First Amendment rights.

The references to "school committees" throughout this report also include the Providence school board and the Central Falls school board of trustees.

Based on our research, this report offers a series of recommendations designed to promote reasonable and meaningful public input at council and school committee meetings. Among those recommendations are:



Every city and town council and school committee should set aside time at their meetings for public comment.



While reasonable time limits can and should be set on how long any individual can speak, public bodies should not set overall time limits for public comment that prevent members of the public from being able to have a say at these meetings.



Sign-up requirements immediately prior to a meeting may be established, but people who have not signed up should still be given the opportunity to speak at the end of the comment period.



While comments can appropriately be limited to matters that fall within the jurisdiction of the public body, no restrictions on the content of comments should be imposed based on whether the topic is or is not on the agenda at any given meeting.



Public bodies can request that speakers be respectful and courteous when talking, but the only specified enforceable limitation should be that speakers cannot be actually disruptive of the meeting.

Because this report has relied upon available agendas and policies, we realize it may not capture the actual practices of some public bodies. We welcome revisions and corrections from readers.

KEY

☑ indicates a public comment practice that supports First Amendment rights and public participation.

⊗ indicates a public comment practice that diminishes First Amendment rights or public participation.

Light Blue indicates City/Town Council

Light Pink indicates School Committee

Introduction

One of Norman Rockwell's most iconic paintings is a representation of "Freedom of Speech," one of the four freedoms famously pronounced by President Franklin D. Roosevelt in a State of the Union address during World War II. The picture depicts a man standing up at a town meeting, as members of the community listen attentively to his comments. While the depicted orderliness of the discussion is a welcome respite from the acrimony that occasionally fills some public meetings, Rockwell's idealistic view of the town meeting and its particular toly place in democratic society is a symbolic reminder of a long-standing New England ritual.

In light of the "town meeting" tradition, it may seem somewhat surprising that Rhode Island's open meetings law, while seeking to ensure that public bodies conduct their business in a transparent manner before the public, does not provide any guarantee for individuals to speak at those meetings. Despite the lack of a statutory requirement, the two major municipal public bodies in Rhode Island governance – the city/town council and the school committee – almost all set aside some period of time, at most meetings, to give the public a chance to speak. For elected officials, while these public forums may sometimes be burdensome and time-consuming and occasionally even infuriating, to sit through, it is a fundamental component of public service. Indeed, it could be argued that public comment is an essential feature of local democracy and one of the best ways to promote both civic engagement and a connection between public bodies and the communities they serve.



Because this is such an extremely important aspect of open government, the ACLU of Rhode Island decided to examine the "public comment" policies of all city and town councils and school committees in the state. In order to evaluate their openness, we were interested in examining them in two key respects: content restrictions and procedural restrictions.

First, does the public body set any substantive content-based restrictions on what people can say during the public comment period? While court decisions make clear that public bodies have the right to impose reasonable "time, place and manner" restrictions on speech at government meetings, entities can quickly run afoul of the First Amendment once they begin setting limits on what can be said.

A recent incident in Warwick exemplifies this well. The ACLU of Rhode Island sued the Warwick City Council when a member of the public was cut off from speaking during the public comment period after he began to talk about alleged ethical misconduct of one of the Council members. In addition to disingenuously blaming that the speaker's comments did not involve a topic "directly affecting City government," as per the Council rules, a member of the Council also claimed that the speaker violated an unwritten policy banning commenters from making "personal attacks." The ACLU's lawsuit led to the entry of a consent order allowing the plaintiff to speak at the next

¹As noted later, we found three city and town councils and one school committee that appear to provide no public comment period at all during their regular sessions.

²This report follows www.aclu.org/document/11/05/2012 that examined the policies of city and town councils and school committees in providing members of the public remote access to their meetings post-Covid.

Council meeting to finish his comments and acknowledging his right to speak on similar matters in the future without interference.¹

This report helps answer the question of whether other public bodies are also utilizing potentially unconstitutional policies that limit what constituents can say during public comment periods, and whether they might therefore want to reconsider them. In short, the answer is: they are, and they should reconsider.

Second, we were interested in examining what sort of procedural parameters the public body established for people to speak at a meeting. For example, are there time limits for the public comment period, and are people required to provide advance notice to speak? Studying these details helps in determining whether public bodies may be imposing procedural restrictions that have the effect of undercutting the goal of allowing meaningful public comment in the first place.

We hope that the results set out in this report will encourage both elected officials and constituents to seek changes in any overly restrictive public comment policies that are in effect in their community.

In order to gather the information for this report, we primarily examined the published agendas of the public bodies. If there are guidelines that a public body has set on the presentation of comments during public comment periods, it makes sense that they would – and should – be specified on the agenda available to members of the public. However, we also searched council and school committee websites to determine if any rules governing the conduct of their public comment period could easily be found there. If those two sources revealed nothing, there may be policies or practices in place that we failed to uncover, and the ACLU of Rhode Island welcomes corrections and additions to the data we have compiled. Of course, this review also cannot address situations where written policies are outdated and do not align with actual practices of the public body or where those policies are waived on an ad hoc basis.

We hope that the results set out in this report will encourage both elected officials and constituents to seek changes in any overly restrictive public comment policies that are in effect in their community. As this report shows, there are vast differences in the ways that public bodies handle public comment, and there is no reason for them to have anything but the best policies in place to promote public participation.

³Cohn v. Town of Warwick, U.S. District Court of Rhode Island, C.A. 74-0326.

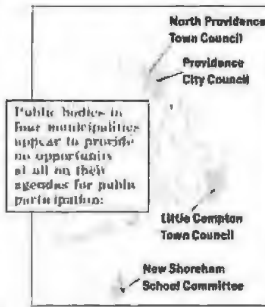
⁴We note that the "public comment" periods this report examines should not be confused with specific separate procedures that some public bodies have to allow people to formally petition to be placed on an agenda to discuss a particular item.

Substantive Limits on Speech

Many public bodies impose limitations on the content and substance of comments that members of the public can make. The restrictions often take two forms. Both are problematic, although one raises serious First Amendment concerns that the other does not.

Lack of Any Public Comment Period

Perhaps the most extreme substantive limit on speech is the inability to comment at all. Surprisingly, public bodies in four municipalities — including the state's capital city — appear to provide no opportunity at all on their agendas for routine public participation. Specifically, the Providence City Council and the North Providence and Little Compton Town Councils include nothing on their agendas indicating an opportunity for public input at their council meetings. On the school committee side, one — New Shoreham — appears to offer no time for public comment.



The ACLU of Rhode Island believes that all councils and school committees should set aside a time for public comment on their agendas and these four public bodies should join the rest of their colleagues in doing so.

Limitations Based on the Agenda

More than a few public bodies enforce a limit on the topics that can be discussed based on what appears on the meeting agenda. Paradoxically, some councils and school committees allow people to speak only on agenda items, while others allow people to speak only on non-agenda items. Either approach is poor public policy.

To bar people from speaking on items that are directly on the agenda seems to turn the idea behind a public comment period on its head. One would expect public bodies to be especially interested in hearing from constituents on the items that are the actual topic of discussion at the meeting.

On the other hand, barring members of the public from speaking on any matters that are not on the agenda means that a public body can avoid certain relevant topics that the public is concerned about by simply not including them on their meeting docket. Certainly, members of public bodies should be curious to hear from the public about new topics that constituents believe should be the subject of discussion.

Below is a list of the public bodies and school committees that set limits on topics to be discussed based on whether the subject matter is on the agenda:

City and Town Councils	
Speak only on topics on the agenda	Speak only on topics NOT on the agenda
Central Falls South Kingstown Tiverton	Barrington Charlestown Newport Riohmand Scituate
School Committees	
Speak only on topics on the agenda	Speak only on topics NOT on the agenda
Burnsville Little Compton Middletown North Providence Portsmouth Smithfield	Charlton Granston East Greenwich Newport Tiverton

Public bodies should certainly be able to require commenters to limit their remarks to topics that are within the jurisdiction of the entity, but it is another matter entirely to limit the public's ability to speak on relevant topics based on whether or not the topic is on the agenda at any given meeting. Any such limitations imposed by public bodies — including prohibitions on addressing more than one topic in the amount of time allotted for a person to speak — should be repealed.

"Personnel" and "Decorum" Limitations

The second type of content restriction comes in a few guises but it is even more problematic and raises serious First Amendment concerns. One example involves a ban on speakers addressing "personnel" issues. A few councils — like Middletown and Newport — and school committees — including Barrington and East Providence — fall into this category.

There are at least two problems with such a restriction. While the prohibition is often written in neutral terms, we have little doubt it is enforced selectively, to stifle only talk that is critical of municipal personnel. It is hard to believe that a school committee, for example, would stop a parent from standing up to commend the work of the school principal, even though that is a "personnel" matter as much as is a demand that the principal be fired. Further, even if enforced neutrally, a content-based restriction on clearly relevant "personnel" comments is constitutionally suspect.

- Middletown Town Council allows residents to speak on any item, but requires they choose one topic in advance.
- Newport City Council further limits speakers to addressing only one topic in their remarks.
- Cranston School Committee agenda indicates public may speak on agenda items as determined by Committee Chair.
- While Cranston School Committee limits most residents to speak only on non-agenda items, students are given the opportunity to speak on any topic.
- The East Greenwich School Committee's policy book indicates that residents can only speak on topics not on the agenda, but the agenda we looked at did not contain that language.

In terms of other content prohibitions, alone among the policies we examined, the partisan-elected Pawtucket City Council dubiously bars public comments "for any purpose determined by the Chair or any member of the council to be strictly political in nature."

More often, questionable restrictions appear as "decorum" rules requiring that speakers be civil and not make "personal attacks" or "defamatory" comments — including against members of the council or committee. As demonstrated by the ACLU's lawsuit against the Warwick City Council, these are constitutionally dubious limitations on speech.

While public bodies have the clear authority to take action to prevent individuals from disrupting a meeting — a standard that many policies reference — the First Amendment does not allow them to silence people merely because their comments are critical, discourteous, or overly hyperbolic in castigating members of the public body, public officials, or others. That type of commentary may not be the best or most effective way to get a point across, but it is part of the give and take of municipal debate in the public sphere.

A recent decision from the Massachusetts Supreme Judicial Court on this topic is instructive. The case involved a resident of Southborough, MA who had a heated exchange with the town's "board of selectmen" at a public meeting. The resident critiqued the board for open meetings violations and the comments soon led to a lesterly exchange with one selectman, whom the speaker called "a Hitler," which then prompted the board to recess the meeting. The resident then sued the board over its "civility code" which provided that:

All comments and dialogue in public meetings must be respectful and courteous. Use of racial, personal, or slanderous remarks, inappropriate language and/or shouting will not be tolerated. Furthermore, no person may offer comment without permission of the chairman and all persons shall, at the request of the chairman, be silent. No person shall disrupt the proceedings of a meeting.

Relying on its state Constitution's free speech guarantee, the Massachusetts Supreme Judicial Court unanimously struck down the code. The court pointed out:

Although civility can and should be encouraged in political discourse, it cannot be required. In this country, we have never concluded that there is a compelling need to mandate that political discourse with those with whom we strongly disagree be courteous and respectful. Rather, we have concluded that political speech must remain uninhibited, robust, and wide-open.

If the policy requirement that the speech directed at government officials be respectful and courteous (and) free of such remarks appears to cross the line into viewpoint discrimination, allowing harsh praise but denouncing harsh criticism of government officials, the Supreme Court has explained, "then the government targets not subject matter, but particular views taken by speakers on a subject: the violation of the First Amendment is all the more blatant."

Baron v. Kotanda, 2013 N.E.3d 1125, 1138, 39 Mass. 2013 (citations omitted).

It is hard to believe that a school committee, for example, would stop a parent from standing up to commend the work of the school principal, even though that is a "personnel" matter as much as is a demand that the principal be fired.

In striking down the code, however, the court reminded public bodies that they were not rendered impotent to control the conduct of their meetings:

Reasonable time, place, and manner restrictions could include designating when and where a public comment session may occur, how long it might last, the time limits for each person speaking during the public comment session, and rules preventing speakers from disrupting others and removing those who do.

Some of the public bodies whose policies we reviewed appear to recognize the limits the First Amendment imposes and instead seek voluntary cooperation from speakers. A good example is the Jamestown Town Council whose rules politely state that the 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." At least as worded, the Council's rules appear to be advisory and do not threaten silence for those who fail to be "respectful" while speaking.

However, many public bodies go further and contain the type of vague prohibitions on speech that the Massachusetts court found unconstitutional. A representative example is the Warren Town Council which requires that speakers to "be courteous in their language and deportment."

Quite a few public bodies contain explicit viewpoint-based prohibitions, "allowing lavish praise but disallowing harsh criticism of government officials," as the Massachusetts court put it. Such policies clearly leap into constitutionally forbidden territory. The Johnston Town Council, for example, bars speakers from "engaging in personal attacks," as does the Pawtucket City Council. Of course, a major problem with policies and rules like those is not just their discriminatory viewpoint-based nature. It is that they leave tremendous room for interpretation as to when allowable criticism turns into an illegitimate "personal attack" that can be stifled.

SNAPSHOT

- ☑ Public comment rules are easily available
- ☑ Individuals can speak for 5 minutes
- ⊗ Problematic "decorum" limitations, including a ban on "derogatory" comments towards the City

Woonsocket even goes so far as to ban speakers from bad-mouthing the City itself, stating "Remarks from anyone that are slanderous, offensive, or derogatory towards individuals or the City may result in the removal from the City Council Chambers." (emphasis added) The Warren Town Council bars any comments on "personalities," whatever that means, and particularly puts the kibosh on "derogatory remarks or insinuations in respect to any members of the council." And Hopkinton will not allow any "impugning" remarks. All of these policies raise substantial free speech concerns.

* While slander is not protected by the First Amendment, the U.S. Supreme Court's seminal 1964 decision in *New York Times v. Sullivan* sets an extremely high standard to pursue slander or libel actions against public officials or others in the public eye. In any event, these are matters to be handled after the fact, not a justification for damages, not by public bodies making snap judgments as to whether a person's comments may legally qualify as slanderous.

School committees also have their fair share of facially unconstitutional policies. Narragansett and Tiverton prohibit any "breach of respect." Cranston disallows any comments "attacking a committee member's motives." Foster-Glocester bars any comments or statements that are "critical about a specific individual." Lincoln prohibits any comments that are "uncivil," "volatile," or "hostile," and Warwick taking vagueness to its heights, bans any "inappropriate or salacious remarks."

The ACLU of Rhode Island believes that public bodies can take action against any person who interrupts other speakers, talks off-topic, makes threats against public body members or others, or otherwise disrupts a meeting. However, uncivil commentary and criticism of individuals, including of the public body members, is entitled to its own level of respect under the First Amendment. Rules or policies that prohibit indecorous commentary should be repeated.

Procedural Limits on Speech



Requiring Advance Notice to Speak

Some public bodies require individuals to sign up to speak in advance. If structured for administrative ease – to be able to call people in the order they signed up, for example – such a requirement is not objectionable. But if enforced strictly, it can be a considerable obstacle for some members of the public. Sign-up requirements can be used to bar a person who arrives to a meeting five minutes late from being able to speak. If the public comment period appears later in the meeting, a person who had not planned to speak could be barred from doing so if they decided they would like to respond to something that happened or was discussed during the meeting. Sign-up requirements can also sometimes create a barrier for people who are not familiar with the process, whether it is meant literally the policy of one school committee, for example, specifically requires people to sign up with the chair of the public body.

Leaving aside the three councils that provide no opportunity for public testimony at all, one town council stands out among the rest in terms of its lack of consideration for public comment. The Johnston Town Council's rules require individuals to sign up five days in advance of the meeting at which they wish to speak, long before the Council's agenda for the meeting even has to be posted. Johnston further requires the person to indicate with precision the topic they wish to discuss or else forfeit their opportunity to speak.

SNAPSHOT

Johnston Town Council

- Public comment rules are easily available
- Must sign up 5 days in advance of meeting to speak
- Problematic "decorum" limitation, including a ban on personal attacks

The school committee with this policy is Pawtucket. Under the Johnston Town Council's rules, a person "desiring to address the Town Council on a topic shall file an application at the office of the Town Clerk, no later than the Wednesday of the week before the next Council Meeting. One could question whether such a requirement comports with the Town's Charter, which specifically provides that "citizens shall have a reasonable opportunity to be heard" at Council meetings.

A few other restrictive council policies are worth noting. Pawtucket requires sign up 10 minutes in advance of the meeting. Middletown requires submission of a public participation form by 5:00 PM the day of the meeting. East Providence requires individuals to sign up at least five minutes ahead of the meeting and specify the topic they want to speak on. Warren also requires the person to indicate the topic of their remarks. It is unknown to us how this requirement works in practice, and whether these councils summarily prevent a person from speaking based on the topic they have indicated they wish to talk about.

As for school committee policies on the subject, Newport requires the person to specify the topic they wish to talk about, as does Providence, which also requires that a request to speak be submitted in writing by 4:00 PM of the day of the meeting. Barrington requires people to sign up with an email address. As previously noted, Pawtucket is strangely specific in requiring people to sign up with the school committee chair. A handful of other school committees also have explicit requirements for signing up, and it is likely that others do so as well but don't specifically mention it in their rules or policies.

SNAPSHOT

Providence School Board

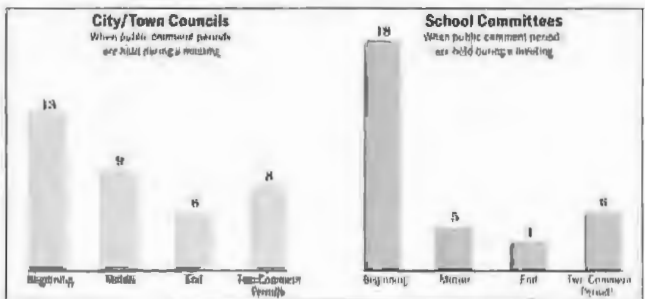
- No restrictive "decorum" limitations
- Requires written requests to speak be submitted by 4:00 PM of the day of the meeting
- Requires speakers to identify the topic they wish to speak about prior to the meeting
- 30 minutes total allocated for all public comments

The ACLU of Rhode Island believes that, while sign-up requirements imposed immediately in advance of a meeting are not unreasonable, people failing to sign up should still be allowed to speak once all others have completed their comments. In addition, public bodies should not engage in a "prior restraint" by requiring individuals to specify in advance the topic they wish to talk about. While, as mentioned previously, it is certainly appropriate for councils or school committees to limit people to addressing only issues that, broadly construed, fall within the public body's scope of authority that determination should not be made before the person has the opportunity to speak.

When the Public Comment Period is Held During the Meeting

Public bodies show a diverse array of approaches as to when the public comment period is scheduled during the meeting. Some hold it at the beginning of the meeting, some in the middle, and some at the end. There are pros and cons as to which approach is best for the public. Some public bodies solve the dilemma of which to choose by offering opportunities to speak at two different times during a meeting, usually the beginning and the end.

Having public discussion at the beginning of the meeting allows individuals to make their views known on items that will be discussed later on the agenda and thereby allows the public body to take the comments into consideration during their deliberations.¹ In the case of lengthy meetings, this timing also ensures that people will not have to possibly wait hours before being able to speak or, due to other commitments, leave before the time for public comment begins.



On the other hand, saving speaking periods for the end of the meeting provides the public an opportunity to offer quick feedback on the actions that council or committee members have or have not taken or on statements they have made. The biggest drawback, of course, is that if a meeting drags on, planned speakers – or other members of the crowd whom they would like to hear their comments – may have to leave before the public comment period is reached.

Those public bodies that have their public comment periods sometime in the middle of the meeting may be trying to reach a happy medium, but depending on its placement and how the rest of the agenda is set up, it could be the worst of both worlds. Establishing public comment periods at both the beginning and the end of meetings obviously offers the greatest opportunity for public response.

According to our review, over half of the state's school districts – 18 in total – hold their public comment periods at the beginning of the meeting, with five committees holding it at some point in

¹ As noted previously, however, some public bodies allow people to speak on non-agenda items only.

the middle and four at the end. Six school committees – Barrington, Coventry, Cranston, Lincoln, Smithfield, and Westerly² – offer two public comment periods.

For city and town councils, the results were even more varied: 13 held public comment at the beginning of their meetings, nine in the middle, six at the end, and eight over two time periods. The councils allowing for two public comment periods were Coventry, Cranston, Cumberland, East Greenwich, Gloucester, Hopkinton, North Smithfield, and Westerly.

The ACLU of Rhode Island believes that having two public comment periods is ideal, and the fact that a fair number of councils and school committees use this approach is an indication that it is not an unduly burdensome method to encourage public participation.



Amount of Time Set Aside for Public Comment

City and town councils and school committees often deal with contentious issues. It is important that people affected by the decisions made on these issues be allowed to speak out directly to their elected representatives at these meetings. Strict limits on the total amount of time that will be allocated for public speaking can hinder the free discourse that is crucial to local governance. Our survey found that, at least on paper, most public bodies do not have overall time limits on their public comment agenda items. Of those that do, the amount of time set for the public comment period can be quite circumscribed, sometimes as short as 15 minutes. However, this report cannot analyze whether public bodies with such limits waive them when a substantial number of people show up to speak – or whether public bodies with no explicit time limits end up imposing them on an ad hoc basis or at the Chair's discretion.

Community issues that prompt large debate deserve a forum that is not captive to arbitrary time limitations.

SNAPSHOT

Tiverton School Committee

- Sign-up requirement
- 30 minutes total allocated for all public comments
- Only comments about items not on the agenda allowed
- Problematic "decorum" limitation, prohibiting any "breach of respect"

When it came to city and town councils, we found that four communities – East Providence, Narragansett, Pawtucket, and Warwick³ – set a maximum of 30 minutes for public comment. Four other communities – Exeter, Middletown, Newport, and Warren – allowed only 15 minutes.

² In September 2023, the Westerly School Committee [adopted a new policy](#) governing the responsibilities of individuals wishing to speak at public meetings. However, as far as we can tell, the existence of two public comment periods remains.

³ The Warwick City Council's rules set the limit for public comment at 15 minutes, but the agendas indicate that 30 minutes is often used.

⁴ Narragansett Town Council and Pawtucket City Council specify that the discussion can be extended at the discretion of the chair.

East Greenwich, which offers two separate public comment periods during a meeting, set a 15 minute time period for one and 30 minutes for the other.

On the school committee side, six communities – Charho, Coventry, Narragansett, Providence, Tiverton and Warwick – set aside 30 minutes for public comment, while two committees – Bristol Warren and Exeter-West Greenwich – offer 15 minutes. Like the East Greenwich Town Council, the Smithfield School Committee has two public comment periods of different lengths.


Any overall time limits on a public comment period should generally be scrapped. Community issues that prompt large debate deserve a forum that is not captive to arbitrary time limitations. One option that could be considered for unduly lengthy meetings with a great deal of public testimony is when it would work logistically, setting a specific cut off time for adjournment and offering to finish the agenda at a later date. There are other ways that public bodies can control the discussion of controversial issues and attempts at audience filibustering.



The Amount of Time that Individuals Are Allowed to Speak

Much less problematic than overall time limits for public comment is the setting of limits on how long any individual speaker can talk. This is an often necessary restriction that helps ensure an opportunity for all who want to speak and cuts down on attempts by individuals to “take over” a meeting. Public bodies can also voluntarily encourage speakers not to be repetitious and can request large crowds of attendees representing a particular group or coalition to find a spokesperson to comment for all, or most, of them.

SNAPSHOT



- Two public comment periods
- 5 minutes and 3 minutes per person, each period
- No restrictive “doctrum” limitations
- Sign-up requirement
- 30 minutes allocated for the first section, 15 minutes allocated for the second section of public comments

While we consider individual speaking time limits to be an appropriate “time, place and manner” restriction to guide a public meeting, they also highlight the unwarranted effect of limiting the overall amount of time for a public comment period. If, for example, a public body sets a time limit of three minutes for each speaker but schedules only 15 minutes altogether for the public comment period, that means as few as five people could get to speak at the meeting, no matter how important the issue or its effect on the populace.

Not surprisingly, those public bodies with an overall time limit for public comment usually specify a time limit for individual speakers as well. While the range of time given for individuals to speak varies, almost all the public bodies we analyzed set a time limit of between two and five minutes. Most set a three-minute limit.

For public bodies offering two public comment periods, a reasonable time cap on one of the sections may be appropriate.



Availability of the Rules Governing the Public Comment Period

The final issue we examined was how well the public body publicized its policies governing public comment. If people are required to sign up in advance to speak or will be limited in how long they can speak, the public body should make that clear well in advance by citing its rules directly on the written agenda. Some city and town councils, such as the East Providence City Council, and school committees, like the Barrington School Committee, do that. For others – like the Charlestown Town Council and the Lincoln School Committee – their policies can be found through a link on the public body’s homepage. Yet others can only be found by searching through the public body’s online handbook or manual. For thirteen city and town councils and seven school committees, we were unable to find complete public comment rules anywhere; therefore, they may have very problematic policies that we are not even aware of.

We strongly believe that, as a matter of policy, the rules for speaking during the comment period should appear directly on the agendas of municipal councils and school committees.

City and Town Councils: Barrington, Bristol, Burrillville, Cumberland, Foster, Greenwich, Lincoln, New Shoreham, North Kingstown, Portsmouth, Scituate, West Greenwich, West Warwick.
School Committees: Cumberland, Jamesstown, New Shoreham, Scituate, South Kingstown, Warwick, West Warwick.

The public bodies that specify set time limits on speakers are listed below.

City and Town Councils	
Two minutes	Charlestown
Three minutes	Barrington, East Providence, Exeter, Hopkinton, Johnston, Narragansett, Newport, North Kingstown, Richmond, Tiverton, Warren
Four minutes	Cranston
Five minutes	Central Falls, Middletown, Pawtucket, South Kingstown, Warwick, Woonsocket
Two time periods to speak	East Greenwich (3 and 5 minutes), North Smithfield (3 and 3 minutes), Westerly (10 and 5 minutes)
School Committees	
Two minutes	East Greenwich, Portsmouth, Warwick
Two to Four minutes	Charho
Three minutes	Barrington, Bristol-Warren, Coventry, Cranston, Exeter-West Greenwich, Little Compton, Narragansett, Newport, North Kingstown, Providence, Tiverton
Five minutes	East Providence, Johnston, Middletown, North Providence, Smithfield, Westerly, Woonsocket
Two time periods to speak	Lincoln (5 and 3 minutes)

We believe that public bodies can consider setting a reasonable maximum period of time for individual speakers. In general, we recommend a time limit of five minutes. However, when a public body offers two periods of time to speak at a meeting, or when there are a sufficient number of speakers at any meeting that would make a five minute limit untenable for both the public body and audience members and participants, this limit can be shortened. In any situation however, individual speakers should be allowed no less than three minutes to speak. Such a minimum is necessary to allow individuals to make their points cogently and without being rushed. Of course, if there are very few speakers, the public body should consider providing more than five minutes for comments.

Until October of 2023, North Smithfield Town Council had a uniquely generous policy of allowing individuals to speak for 15 minutes during the two “public comment” periods it offered at meetings.

Recommendations and Conclusion



All city and town councils and school committees should set aside time at their meetings for public comment.



As a general rule, overall time limits on a public comment period should be scrapped, although decisions to end meetings at a specified time and reconvene at a later date may be a viable option to avoid marathon sessions.

Public bodies can consider setting a reasonable maximum period of time for individual speakers. In general, we recommend a time limit of five minutes. However, when a public body offers two periods of time to speak at a meeting, or when there are a sufficient number of speakers at any meeting that would make a five minute limit untenable for both the public body and audience members and participants, a three minute time limit should be considered.

If feasible, having two public comment periods, one at the beginning and one at the end of the meeting, is ideal.



Sign up requirements immediately prior to a meeting may be established, but people who have not signed up should still be given the opportunity to speak at the end of the comment period.

Individuals should not be required to specify in advance of a meeting the topics that they wish to address, nor should there be a limit on the number of topics they can address within the time period allotted to them.



While it’s appropriate to request people to address only matters that broadly construed, fall within the jurisdiction of the public body, no limitations on the content of comments should be imposed based on whether the topic is or is not on the agenda at any given meeting.

Public bodies can request that speakers be respectful and courteous when talking, but the only specified enforceable limitation should be that speakers cannot be actually disruptive of the meeting. Further, the disruptive reaction of the audience cannot serve as the basis for silencing a non-disruptive speaker.



Any rules governing the public comment period – such as the amount of time that individuals have to speak – should be specified on the agenda.

We believe these recommendations are not only feasible to enact, but critical for ensuring the best opportunities for public participation in local government. We strongly encourage all public bodies to take steps to adopt these recommendations, if they are not already in place.

Appendices²¹

Appendix A – City and Town Councils

To access all hyperlinks included in this appendix, please see our digital version at aclu.org.

City/Town Council	Total Time for Comments	Time Limit for Individual Public Comments	Advance Notice Required	Limits on Content of Comments
Berlinton	None specified	3 minutes	None specified	Topic not already on agenda
Bristol	None specified	None specified	Yes. Must notify clerk prior to start of meeting via sign in	None specified
Burrillville	None specified	None specified	None specified	None specified
Central Falls	None specified	2 minutes	None specified	Topic on agenda
Charlestown	None specified	2 minutes forty seconds (as listed in Council Rules)	None specified	Topic not already on agenda
Coventry	None specified	None specified	None specified	The speaker must be given one minute to speak on agenda items, and one for non-agenda items
Cranston	None specified	4 minutes	None specified	Two opportunities to speak on agenda items, and one for non-agenda items
Cumberland	None specified	None specified	None specified	None specified
East Greenwich	15 minutes for items not on agenda during first public comment period. 30 minutes for second comment period.	3 minutes for first period; 5 minutes for second period.	Yes. Must sign in prior to start of meeting listed in council rules, but not on agenda.	Two opportunities to speak, one on agenda items, and one on any subject
East Providence	30 minutes	3 minutes	Yes. Sign in must be provided prior to meeting start. Must be delivered to Council Executive 5 minutes prior to meeting start. Must include subject of comments.	None specified

²¹The data for this report were collected and prepared by ACLU staff members Megan Khatchadourian and Zoe Chokopan.

Decorum Language	Availability of Public Comment Rules	Point During Meeting When Public Comment Occurs	Sample Agenda
No	Agenda indicates process for making comments.	Towards end of meeting	http://www.burrillville.org/DocumentCenter/View/11333
No	Agenda contains sign-in process to start of meeting	Multiple meetings	http://www.burrillville.org/DocumentCenter/View/11333
No	No	Beginning	http://www.burrillville.org/DocumentCenter/View/11333
Yes, but no specific limits. The "President shall enforce order and decorum."	Yes, but no specific limits. The "President shall enforce order and decorum."	Beginning	http://www.burrillville.org/DocumentCenter/View/11333
No	Yes, but no specific limits. The "President shall enforce order and decorum."	Beginning	http://www.burrillville.org/DocumentCenter/View/11333
Yes, but only a link to the public comment page	Agenda indicates the sign-in process and decorum language	Beginning and end	http://www.burrillville.org/DocumentCenter/View/11333
Yes, but no specific limits. President is "empowered to enforce order and decorum" to ensure civility in the proceedings."	Yes, but no specific limits. The "President shall enforce order and decorum."	Beginning and end	http://www.burrillville.org/DocumentCenter/View/11333
NA	No	Beginning and end	http://www.burrillville.org/DocumentCenter/View/11333
No	Yes, but no specific limits. The "President shall enforce order and decorum."	Beginning and end	http://www.burrillville.org/DocumentCenter/View/11333
Yes	Yes, but no specific limits. The "President shall enforce order and decorum."	Multiple meetings	http://www.burrillville.org/DocumentCenter/View/11333

City/Town Council	Total Time for Comments	Time Limit for Individual Public Comments	Advance Notice Required	Limits on Content of Comments
Exeter	15 minutes	3 minutes	None specified	No
Foster	None specified	None specified	None specified	None specified
Glocester	None specified	None specified	None specified	Two opportunities to speak on agenda items, and one for non-agenda items
Hopkinton	None specified	3 minutes	None specified	None specified
Jamestown	None specified	None specified	No	No
Johnston	None specified	3 minutes	Yes. Must file an application with Town Clerk five days prior to meeting, stating topic to be discussed.	None specified
Lincoln	None specified	None specified	None specified	None specified
Littleton	No public comment period specified	No public comment period specified	No public comment period specified	No public comment period specified
Middletown	15 minutes (before or after Public Hearing)	5 minutes	Yes. Must file an application with Town Clerk five days prior to meeting, stating topic to be discussed.	Two opportunities to speak on agenda items, and one for non-agenda items

Decorum Language	Availability of Public Comment Rules	Point During Meeting When Public Comment Occurs	Sample Agenda
Yes, including an 180-second limit on a speaker. Other Council Bylaws that "order relative priority" and that "prioritize" or "relating" meetings in a particular order.	Yes, including an agenda	Beginning	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
No	No	Beginning	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
Yes, in council rules "Any person making personal imputations or slanderous remarks or who shall become boisterous while addressing the Town Council shall be barred from further audience before the Town Council at that meeting, unless permission to continue be granted by a majority vote"	Yes, but limited, in Town Council's Bylaws	Beginning and end	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
Yes, but written as advisory "The Town Council hopes that citizens and organizations will not be prevented or kept silent by right to attend local government or different agencies"	Yes, but limited, in Town Council's Bylaws	Middle of meeting	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
Yes, "Persons using profanity, engaging in personal attacks or otherwise determined to be out of order by the President while addressing the Council may be asked to stand down and/or subject to suspension"	Yes, but limited, in public comment rules included in agenda and Town Council's Bylaws	End of meeting	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
No	No	End of meeting	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
No public comment period specified	Town Code contains rules for holding Open Forums, but these are separate separate from regular Council meetings.	No indication that public comment period is conducted	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
Yes, "No personal attacks or other derogatory, insulting, abusive, and unbecomingly obscene, vulgar or offensive remarks shall be made at public meetings"	Yes, but limited, in agenda	Middle of meeting	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html

City/Town Council	Total Time for Comments	Time Limit for Individual Public Comments	Advance Notice Required	Limits on Content of Comments
Narragansett	30 minutes (can be extended at the discretion of the president)	10 minutes (can be extended at the discretion of the president)	Yes, Must sign in prior to start of meeting	None specified
New Shoreham	None specified	None specified	None specified	None specified
Newport	15 minutes	1 minute	Yes, Must sign in prior to start of meeting	May only speak on matters that directly relate to the comments regarding business or job performance in agenda
North Kingstown	None specified	3 minutes	None specified	None specified
North Providence	No public comment period specified	No public comment period specified	No public comment period specified	No public comment period specified
North Smithfield	Three specified	3 minutes, reserved only for both Public Forum situations	Yes, Must sign in prior to start of meeting	Two opportunities to speak, one on agenda items and one for non-agenda items
Pawtucket	15 minutes (can be extended at the discretion of the president)	5 minutes	Yes, Must sign in prior to start of meeting	Comments are limited to agenda items. Comments on non-agenda items will have separate public comment period to address that item.
Portsmouth	None specified	None specified	None specified	None specified
Providence	No public comment period specified	No public comment period specified	No public comment period specified	No public comment period specified

Decorum Language	Availability of Public Comment Rules	Point During Meeting When Public Comment Occurs	Sample Agenda
Yes, including an 180-second limit on a speaker. The Council President "shall enforce order and decorum"	Yes, but limited, in Town Council's Bylaws	Beginning	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
No	No	Beginning	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
"It is expected that" individuals will "conduct themselves with courtesy and respect" and "not engage in personal attacks or other derogatory remarks"	Yes, but limited, in Town Council's Bylaws	Beginning	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
No public comment period specified	No public comment period specified	No indication that public comment period is conducted	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
Yes, but nothing specific. The President will "enforce order and decorum among all persons in the Town Council Chamber"	Yes, but limited, in Town Council's Bylaws	Beginning and end	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
Yes "No person shall be allowed to use foul, abusive, obscene, or profane language or to make any personal attacks or other derogatory remarks" and "No person shall be allowed to use foul, abusive, obscene, or profane language or to make any personal attacks or other derogatory remarks"	Yes, but limited, in Town Council's Bylaws	Beginning and end	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
Yes "The President shall preserve decorum and order and shall have the authority to have removed from the Town Council meeting any elector or member of the public that breaches such rules of decorum and order"	No	End of meeting	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html
Yes "Persons who shall engage in personal attacks or other derogatory remarks" and "Persons who shall engage in personal attacks or other derogatory remarks"	Yes, but limited, in Town Council's Bylaws	No indication that public comment period is conducted	http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html http://www.ci.south-windham.vt.us/links/126/126.html

City/Town Council	Total Time for Comments	Time Limit for Individual Public Comments	Advance Notice Required	Limits on Content of Comments
Richmond	Presiding officer has the authority to limit total length for the public comment period	Presiding officer has the authority to limit the length of time each member of the public may speak (no minutes)	None specified	Topic not already on agenda unless requested by citizens on the agenda
Schultz	None specified	None specified	None specified	Topic not already on agenda
Smithfield	None specified	None specified	None specified	None specified
South Kingstown	None specified	5 minutes (can be extended at discretion of council president)	None specified	Topic on agenda
Tiverton	None specified	3 minutes	Must sign in	Topic on agenda
Warren	15 minutes	3 minutes	Yes, Sign in prior to the start of the meeting. Must specify topic to be marked on sheet	Various opportunities to speak. Topics not on the agenda can be addressed at the beginning of the meeting, topics on the agenda can be addressed during each agenda item
Warwick	30 minutes (can be extended with a numerical vote of the Council)	5 minutes (can be more than 10 minutes if approved by the Council)	Yes, Must sign in prior to start of meeting	Topics directly relating to agenda City government "The language will primarily be made in an appropriate manner see Sub 6. Item 1"
West Greenwich	None specified	None specified	None specified	None specified
West Warwick	None specified	None specified	None specified	None specified
Westerly	None specified	10 minutes at beginning, up to 5 minutes at end	No, While a sign-in sheet is provided, any person who does not sign up but wishes to speak will be allowed to do so	Two opportunities to speak, one on agenda items, and one for non-agenda items
Woonsocket	None specified	5 minutes	None specified	None specified

Decorum Language	Availability of Public Comment Rules	Point During Meeting When Public Comment Occurs	Sample Agenda
No	Yes. Local rules are included in agenda	Middle of meeting	https://www.townofwarrenton.org/DocumentCenter/View/122/Agenda-02-20-2018
No	No	Middle of meeting	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Yes. In the Council Rules. The presiding officer has the duty to require all speakers maintain a civil, non-inflammatory tone of voice and to direct the discussion to the Council.	Yes. Council Rules include an agenda	End of meeting	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Yes. Public subject to same rules of civility as council members.	Yes. Council Rules with agenda and handout	Middle of meeting	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Yes. Council Rules. Persons permitted to comment must be identified in advance to council, with rules of civility.	Yes. Council Rules with agenda and handout	Middle of meeting	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Yes. Council Rules. All speakers shall be courteous in their language and demeanor and shall not engage in or discuss or comment on personalities, or indulge in derogatory remarks or insinuations in respect to the members of the Council.	Yes. Council Rules with agenda and handout	Beginning	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Yes. The President shall enforce rules and direct an orderly meeting. Speakers shall identify themselves to the City Council.	Yes. Council Rules with agenda and handout	End of meeting	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
No	No	Middle of meeting	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Yes. Citizens will conduct themselves in an orderly and respectful fashion.	Yes. Council Rules with agenda and handout	Beginning and end	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Yes. Remarks that are derogatory, offensive or derogatory towards individuals or the City may result in removal from the City Council Chamber.	Yes. Council Rules with agenda and handout	Beginning	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018

Appendix B – School Committees

To access all hyperlinks included in this appendix, please see our digital version at aclu.org

School Committee	Total Time for Comments	Time Limit for Individual Public Comments	Advance Notice Required	Limits on Content of Comments	Availability of Public Comment Rules
Barrington	None specified	3 minutes	Speakers must sign up with an email address	No personal matters may be discussed	Yes. Council Rules with agenda and handout
Bristol-Warren	15 minutes	3 minutes	Rules state that you must complete a form to speak, but no mention of that on agenda	None specified	Yes. Council Rules with agenda and handout
Burrillville	None specified	None specified	None specified	Must be directly related to public agenda items	Yes. Local on agenda
Central Falls	None specified	None specified	None specified	None specified	Agenda items only, no personal matters
Charter	15 minutes	2-3 minutes	Speakers must sign up with an email address	Speakers must already on agenda. However, public may have right to speak on agenda items as approved by the Board.	Yes. Local on agenda
Covington	None specified	3 minutes (except comments can be submitted in writing in Council)	None specified	None specified	Yes. Local on agenda
East Greenwich	None specified	3 minutes (except comments can be submitted in writing in Council)	None specified	None specified	Yes. Local on agenda
East Providence	None specified	3 minutes (except comments can be submitted in writing in Council)	None specified	None specified	Yes. Local on agenda
Exeter-West Greenwich	None specified	3 minutes (Agenda items "Chair may limit to 3 minutes")	None specified	None specified	Yes. Local on agenda
East Greenwich	None specified	3 minutes (Agenda items "Chair may limit to 3 minutes")	None specified	None specified	Yes. Local on agenda
East Providence	None specified	3 minutes (Agenda items "Chair may limit to 3 minutes")	None specified	None specified	Yes. Local on agenda
Jamestown	None specified	None specified	None specified	None specified	No
North	None specified	3 minutes	Yes, must sign up with an email address	The Chair of the School Committee will stop any comments on individual students or teachers	Yes. Local on agenda
Lincoln	None specified	3 minutes (except comments can be submitted in writing in Council)	None specified	None specified	Yes. Local on agenda
Littleton	None specified	3 minutes	Yes, must sign up in advance	None specified	Yes. Local on agenda

Point During Meeting When Public Comment Occurs	Decorum Language	Miscellaneous	Sample Sample Agenda
Beginning and end of meeting	No		https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Beginning of meeting	No		https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Middle of meeting	Speakers must be identified in advance to the presiding officer		https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Middle of meeting	No		https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Beginning of meeting	No		https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Beginning and end of meeting	Yes. Decorum comments and agenda will not be tolerated. Decorum comments and agenda will not be tolerated. Decorum comments and agenda will not be tolerated.		https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Beginning and end of meeting	Yes. Decorum comments and agenda will not be tolerated. Decorum comments and agenda will not be tolerated. Decorum comments and agenda will not be tolerated.	Information only contained within policy book, not on agenda	https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018
Middle of meeting	No		https://www.ci.warrenton.or.us/DocumentCenter/View/122/Agenda-02-20-2018

School Committee	Total Time for Comments	Time Limit for Individual Public Comments	Advance Notice Required	Limits on Content of Comments	Availability of Public Comment Rules
East Greenwich	None specified	3 minutes	None specified	None specified	Yes. Local on agenda
East Providence	None specified	3 minutes	None specified	No comments on personal matters, no derogatory remarks regarding students or confidential matters shall be permitted.	Yes. Local on agenda
Exeter-West Greenwich	None specified	3 minutes (Agenda items "Chair may limit to 3 minutes")	None specified	None specified	Yes. Local on agenda
East Greenwich	None specified	3 minutes (Agenda items "Chair may limit to 3 minutes")	None specified	None specified	Yes. Local on agenda
Jamestown	None specified	None specified	None specified	None specified	No
North	None specified	3 minutes	Yes, must sign up with an email address	The Chair of the School Committee will stop any comments on individual students or teachers	Yes. Local on agenda
Lincoln	None specified	3 minutes (except comments can be submitted in writing in Council)	None specified	None specified	Yes. Local on agenda
Littleton	None specified	3 minutes	Yes, must sign up in advance	None specified	Yes. Local on agenda

Point During Meeting When Public Comment Occurs	Procedural Language	Miscellaneous	Sample Agenda
Beginning of meeting	No	"I would like to give the speakers an opportunity to speak at this time. I would like to give the speakers an opportunity to speak at this time."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
End of meeting	No	"Information about public comment will be available within rules, not information on agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	Yes: "Maintain the public comment period at this time."	"Public comment will be held at the beginning of the meeting."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
End of meeting	Yes: "If comments or statements become negative or critical about a specific individual, even if unnamed but easily identifiable, the speaker will be asked out of order."		https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	No	"Information about public comment will be available within rules, not information on agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	No	"Only mentioned in public comment agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting to be heard and immediately comment	Yes: "Comments or behavior that are disruptive, violate decorum, harass or abuse are not acceptable and will not be considered."	"All agenda items will be heard as presented in the agenda. Any items that are moved or changed will be heard in the order in which they appear on the agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
End of meeting	Significant general advisory policy or action items highlighted	"Agenda items that may be considered in public comment will be held at the end of the meeting."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021

School Committee	Total Time for Comments	Time Limit for Individual Public Comments	Advance Notice Required	Limits on Content of Comments	Availability of Public Comment Rules
Middletown	None specified	"5 minutes"	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
Warren	20 minutes	3 minutes	None specified	No	"Yes, must be posted on the board website and in the rules"
Newport	None specified	1 minute	"Yes, must submit superintendent prior to start of meeting with topic on agenda"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
New Shoreham	None specified	None specified	No public comment period specified	None specified	"Yes, posted on the board website and in the rules"
North Providence	None specified	2 minutes	None specified	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Scituate	None specified	None specified	None specified	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Attleboro	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Attleboro	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Attleboro	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Attleboro	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Attleboro	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Attleboro	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Attleboro	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Attleboro	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
North Attleboro	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"

Point During Meeting When Public Comment Occurs	Procedural Language	Miscellaneous	Sample Agenda
Beginning of meeting	No	"Information about public comment will be available within rules, not information on agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	No	"Information about public comment will be available within rules, not information on agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	No	"Information about public comment will be available within rules, not information on agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	No public comment period specified	No indication that public comment is to be held.	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	Yes: "Comments will be heard and considered."		https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	No	"Only listed in rules, not in agenda items."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	No	"Information about public comment will be available within rules, not information on agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Midpoint of meeting	Yes: "Significant general advisory policy or action items highlighted"	"Only listed in rules, not in agenda items."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	No	"Information about public comment will be available within rules, not information on agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021
Beginning of meeting	No	"Information about public comment will be available within rules, not information on agenda."	https://www.townofnorthprovidence.com/DocumentCenter/View/22004/Agenda-11-21-2021

School Committee	Total Time for Comments	Time Limit for Individual Public Comments	Advance Notice Required	Limits on Content of Comments	Availability of Public Comment Rules
Scituate	None specified	None specified	None specified	None specified	No
South Attleboro	10 minutes (Public Comment), 30 minutes (Open Forum)	5 minutes	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
South Kingstown	None specified	None specified	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
Tiverton	10 minutes	5 minutes	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
Warwick	10 minutes (Public Comment), 30 minutes (Open Forum)	5 minutes	"Yes, must submit superintendent prior to start of meeting"	"Topic on agenda"	"Yes, posted on the board website and in the rules"
West Warwick	None specified	None specified	None specified	"Topic on agenda"	No
Westerly	None specified	5 minutes, with 1 minute for each additional 5 minutes after 10 minutes	None specified	"Yes, must submit superintendent prior to start of meeting"	"Yes, posted on the board website and in the rules"
Woonsocket	None specified	5 minutes	None specified	"Topic on agenda"	"Yes, posted on the board website and in the rules"

Point During Meeting Where Public Comment Occurs	Decorum Language	Non/Verbal	Sample Agenda
Beginning of meeting	No		1. The process of the meeting was conducted in a fair and open manner. The meeting was held on 10/17/2019 at 10:00 AM.
End of meeting Open Forum Public Comment allowed after each agenda item.	Yes. "Speeches are expected to be civil, reasonable and respectful with their comments. Personal attacks will not be tolerated."	"Information is only available in policy, not on agenda."	1. Review of the agenda items. 2. Public Comment. 3. Meeting Adjourns.
Beginning of meeting	No		1. The meeting was held on 10/17/2019 at 10:00 AM.
Beginning of meeting	Yes. "Please keep speeches, vulgarly, to when breach of decorum."	"Information is only available in policy, not on agenda."	1. Review of the agenda items. 2. Public Comment. 3. Meeting Adjourns.
Middle of meeting	Yes. "Comments and remarks inappropriate or irrelevant remarks."	The Chair may suspend public comment if they deem necessary."	1. Review of the agenda items. 2. Public Comment. 3. Meeting Adjourns.
End of meeting	No	"Respect of Citizens" (verbal and if needed on agenda)	1. Review of the agenda items. 2. Public Comment. 3. Meeting Adjourns.
Beginning and end of meeting	None. "The first remarks in a meeting are..."	"I would like to see the agenda book, not in the by-law." NOTE: There may be some changes to the Committee's policies that are not reflected in their digital policy book at the time of this report, specifically regarding the decorum requirements.	1. Review of the agenda items. 2. Public Comment. 3. Meeting Adjourns.
Beginning of meeting	Yes. "Comments should be in good faith."	Despite of meeting when public may submit the comment is filed "Good and Verbal." "Included on agenda but not in the rules."	1. Review of the agenda items. 2. Public Comment. 3. Meeting Adjourns.



AMERICAN CIVIL LIBERTIES UNION FOUNDATION

Rhode Island

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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 15, 2023
SUBJECT: Fire Department Tax Abatement

In January of 2023, the Town Council authorized a resolution which requested the Rhode Island General Assembly to amend enabling legislation that would allow for fire and EMS members of the Jamestown Fire Department to receive a tax abatement up to \$2000.

The current abatement or cash in lieu of is \$700. Members must be in good standing in order to receive the tax abatement. The legislation was passed and require two further actions:

- The Town Council must revise the current ordinance.
- The electors of the town of Jamestown qualified to vote upon a proposition to impose a tax for the expenditure of money, must vote to accept this act.

Included is a draft ordinance revision for your consideration to be ordered for advertisement. The ordinance as revised:

- Defines previous life members as those retiring in good standing prior to July 1, 2023 and continues to be awarded the tax credit of \$700 annually.
- Clarifies that the abatement (tax credit) includes members of both fire and EMS.
- Defines eligibility based upon years of service and good standing.
- Defines a schedule of abatement (tax credit) based upon years of service.

1-9 years of completed service	\$1000
10-19 years of completed service	\$1500
20 years or more of completed service	\$2000
Life Member (July 1, 2023 or later)	\$2000
Life Member (June 30, 2023 or earlier)	\$700

The increase to the abatement will be reflected in two areas of the future budget(s). A direct tax credit to the member will result in a decrease in tax revenue. A payment in lieu of tax credit to the member will result in an increase expense to the operating budget of the fire department.

For the EMS division, the current estimated cost is \$26,000 in both categories (tax revenue and operating budget). The proposed increase will result in an estimated combined cost increase of \$19,900.

For the FIRE division, the current estimated cost is \$42,700 in both categories (tax revenue and operating budget). The proposed increase will result in a combined cost increase of \$26,400, for a total estimated cost increase of \$46,300 (67%) for both divisions.

Staff is recommending that if the tax abatement as presented is approved by the Town Council, that it be introduced over a two-year period.

For the period of July 1, 2023 through December 31, 2023, a member in good standing would receive a tax abatement (credit) or payment in lieu of on July 1, 2024 for 50% of the scheduled amount. For the 2024 calendar year and all years going forward, members in good standing would then receive the full-amount as eligible according the schedule.

**PUBLIC HEARING NOTICE
TOWN OF JAMESTOWN**

Notice is hereby given that the Town Council of the Town of Jamestown will conduct a public hearing on the 4th day of March, 2024 at 6:30 p.m., at the Jamestown Town Hall, 93 Narragansett Avenue on the following proposed amendment to the Code of Ordinances regarding **Chapter 66 – Taxation and Finance**. Opportunity shall be given to all persons interested to be heard upon the matter at the public hearing. The following proposed ordinance amendment is under consideration and may be adopted and/or altered or amended prior to the close of the public hearing without further advertising, as a result of further study or because of the views expressed at the public hearing. Any alteration or amendment must be presented for comment in the course of the public hearing. The proposed amendment is available for review at the Town Clerk’s Office between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, excluding Holidays and at www.Jamestownri.gov.

Section 1. The Town Council of the Town of Jamestown does hereby resolve that the Jamestown Code of Ordinances, **Chapter 66 – Taxation and Finance**, as the same may have been heretofore amended, is hereby amended by changing the text of the Chapter, as follows:

NOTE: words set as ~~strike through~~ are to be deleted from the ordinance; words underlined are to be added to the ordinance.

See Exhibit A, attached hereto and incorporated herein by reference. NOTE: amendments to the terms and conditions set forth at Exhibit A may be made based on comments received during the public hearing.

Section 2. The Town Clerk is hereby authorized to cause said changes to be made to Chapter 70 of the Town of Jamestown’s Code of Ordinances.

Section 3. This Ordinance shall take effect upon its passage.

Ad Date(s): February 15th and 22nd editions
Publication Source: Jamestown Press
Hearing Date: March 4, 2024
Action: _____
Certified: _____

EXHIBIT A

Sec. 66-46. Gold Star parents' tax credit exemption.

- (a) The property of every person whose son or daughter has served with the Armed Forces of the United States of America and has lost his life as a result of his service with the Armed Forces of the United States of America, providing the death was determined to be in the line of duty, as designated in RIGL 44-3-5, shall be ~~exempted from taxation~~ eligible for a tax credit in the amount of ~~\$5,000.00~~ as prescribed in section 66-90 of this chapter; provided, however, that there shall be but one exemption granted where both parents of the deceased son or daughter are living.
- (b) The tax credit exemption shall be applied in accordance with the provisions of applicable state law

Sec. 66-47. Veterans' tax credit exemption.

- (a) The property of each person who served in the military or naval service of the United States regardless of their qualified service dates, designated in G.L. 1956, § 44-3-4(a)1 or G.L. 1956, § 44-3-4 (a)2, and who was honorably discharged from the service, or who was discharged under conditions other than dishonorable, or who, if not discharged, served honorably, or of the unmarried widow or widower of that person, shall be eligible for a tax credit in the amount as prescribed in section 66-90 of this chapter ~~is exempted from taxation in the amount of \$5,000.00~~.
- (b) Any veteran of the United States armed services regardless of their qualified service dates, who is considered one hundred percent (100%) totally disabled through a service-connected disability and who was honorably discharged or who was discharged under conditions other than dishonorable, or to the unmarried widow or widower of that person, as designated in RIGL 44-3-4 (a)3, shall be eligible for an additional tax credit in the amount as prescribed in section 66-90 of this chapter.
- (c) An additional tax credit of \$500 may be applied to the real property of any veteran and the unmarried widow or widower of a deceased veteran of the military or naval service of the United States who is determined, under applicable federal law by the Veterans Administration of the United States, to be totally disable through service-connected disability and who, by reason of the disability, has received assistance in acquiring "specially adopted housing" under laws administered by the veterans' administration; provided, that the real estate is occupied as his or her domicile by the person; and, provided, that if the property is designed for occupancy by more than one family then only that value of so much of the house as is occupied by the person as his or her domicile is credited; and, provided, that satisfactory evidence of receipt of the assistance is furnished to the assessor. As designated in RIGL 44-3-4 (b)(10), shall be eligible for a tax credit in the amount as prescribed in section 66-90 of this chapter
- (d) Any veteran of military or naval service of the United States or the unmarried widow or widower of the person who has been or shall be classified as, or determined to be, a prisoner of war by the Veterans' Administration of the United States, as designated in RIGL 44-3-4 (e)(5), shall be eligible for an additional tax credit in the amount as prescribed in section 66-90 of this chapter.

- (e) The ~~tax credit exemption~~ shall be applied to the property in accordance with the provisions of applicable state law.

Sec. 66-86. Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Due evidence means no ~~abatement from taxation of property tax credit~~, as provided in this division, shall be allowed, except upon written application therefore, which application shall be on a form prescribed by the assessor and received by the tax assessor prior to March 15 of each tax year. The assessor may, at any time, inquire into the right of the claimant to an ~~abatement tax credit~~ under this division or any continuance of the ~~abatement~~ tax credit and, for that purpose, he/she may require the filing of a new application or the submission of such proof as he/she shall deem necessary to determine the right of the claimant to an ~~abatement~~ tax credit in the original instance or any continuance of the ~~abatement~~ tax credit.

Life member means a member of the town fire department who has achieved life membership status, ~~as such status is defined in the rules and regulations of the fire department by completing twenty-five (25) years of service in good standing and who has reached the age of 55 years. Should a member die before reaching their 55th birth date, and is otherwise qualified as a life member, their spouse shall commence receipt of the tax abatement in the year the life member would have attained the age of 55 years.~~

Sec. 66-87. Abatement Tax Credit.

The town council grants to every fire and/or EMS member of the Jamestown fire department, and to the surviving spouse of any deceased life member of the same who satisfies the eligibility qualifications stipulated in the incentive policies adopted by the town and the fire department, which said policies shall be reviewed and approved by the town council annually, a tax ~~abatement credit~~ credit, on proper claim being made thereof, commencing in the year of adoption hereof, in accordance with Section 66-90 of this division ~~the amount of \$700.00~~. Such ~~abatement tax credit~~ tax credit shall be in addition to any other abatement or pay incentive to which said person shall be entitled. Provided, however, that such ~~abatement tax credit~~ tax credit shall not be allowed in favor of any person unless he or she shall have been certified by the fire department, in accordance with, established policies, rules and regulations of said organization for the year for which the ~~abatement tax credit~~ tax credit is claimed, together with due evidence that he or she is so entitled to such ~~abatement tax credit~~ tax credit. In the event that a person does not own property within the town of Jamestown or is unable to take advantage of said tax ~~abatement credit~~ credit for any reason, the cash equivalent shall be paid up to the amount earned.

Sec. 66-88. Eligibility.

- (a) ~~To qualify for a tax abatement the member or spouse of a deceased member must own one or more taxable real estate or other property within the town as of the date of assessment for the year for which the abatement is claimed. In the event that a person does not own property within the town of Jamestown or is unable to take advantage of said tax abatement for any reason, the cash equivalent shall be paid up to the amount earned.~~

- (b) For a member to qualify for an abatement tax credit under this division, he or she must be certified to be a member in good standing, as defined in the policies, rules and regulations of the fire department.
- (c) The spouse of any qualified member who has not yet reached life member status and who became deceased is qualified to receive the tax credit for that qualifying year only.
- (d) A life member as defined in this section as having served twenty-five (25) of service in good standing and after reaching the age of 55.
- (e) The spouse of a member who has died before reaching their 55th birth date, and had previously completed twenty-five (25) years of service in good standing shall commence receipt of the tax credit in the year in which the member would have attained the age of 55 years. This spousal tax credit shall terminate upon re-marriage or death.
- (e) ~~A life member shall be entitled to an abatement tax credit under this division if he or she has been entitled to an abatement tax credit under this division for 13 years or he receives an abatement tax credit under this division for not less than one half of the years remaining between the date life membership status is acquired and the effective date of the ordinance from which this division is derived, or he has achieved life membership status as of the effective date of the ordinance from which this division is derived.~~
- (d) Notwithstanding any language to the contrary, any retired life member who retired on or prior to June 30, 2023, currently receiving a tax abatement credit or cash equivalent in the amount of \$700 shall continue to be eligible.

Sec. 66-89. Administration.

- (a) The town council shall appoint a compensation committee for the fire department. The committee shall consist of five persons, three of whom shall be members of the fire department and two persons who are not members. Each member shall serve for a three-year term.
- (b) Members shall be appointed for overlapping three-year terms so that no more than two membership terms will expire each year. In the event of resignation during a term, the town council shall appoint a new member to fill the unexpired portion of the term. It shall be the duty of such committees to make annual recommendations to the tax assessor regarding the eligibility for an abatement tax credit under this division of each member. Pursuant thereto, such committees shall promulgate rules and regulations for the maintenance and safekeeping of such attendance records as are reasonably calculated to provide suitable evidence of eligibility under this division.
- (c) The town council may review and approve the rules, regulations and policies of the fire department annually for compliance with the terms and provisions of these sections.

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Sec 66-90 TAX EXEMPT SCHEDULE

The following tax exemption shall be available as defined in this chapter:

<u>Gold Star Parent (s)</u>	<u>Section 66-46</u>	<u>\$300</u>
<u>Veteran</u>	<u>Section 66-47</u>	<u>\$250</u>
<u>Widow/widower of Veteran</u>	<u>Section 66-47</u>	<u>\$250</u>
<u>100% Disable Veteran</u>	<u>Section 66-47</u>	<u>\$500</u>
<u>Veteran specially adopted housing</u>	<u>Section 66-47</u>	<u>\$500</u>
<u>Prisoner of War</u>	<u>Section 66-47</u>	<u>\$500</u>
<u>Visually Impaired</u>	<u>Section 66-48</u>	<u>\$125.</u>
<u>Fire Department Members Section 66-88</u>		
<u>1-9 years of completed service</u>		<u>\$1000</u>
<u>10-19 years of completed service</u>		<u>\$1500</u>
<u>20 years or more of completed service</u>		<u>\$2000</u>
<u>Life Member (July 1, 2023 or later)</u>		<u>\$2000</u>
<u>Life Member (June 30, 2023 or earlier)</u>		<u>\$ 700</u>



Town of Jamestown, Rhode Island

Engineering/GIS Office

93 Narragansett Ave ♦ Jamestown, RI 02835 – 1509

Phone: (401) 423-7193
 Fax: (401) 423-7226
 jlambert@jamestownri.net

Date: January 17, 2024

To: Ed Mello, Lisa Bryer, Mike Gray

From: Jean Lambert

RE: Information request for Short Term Rentals with Onsite Wastewater Systems

The Town Council raised two issues regarding short term rentals (STR) serviced by onsite wastewater treatment systems (owts).

1. *Within the STR ordinance-should it be considered that a STR applicant be required to have a documented septic system?*

In my opinion, it is appropriate for the Town to require every STR property to have a RIDEM permitted septic system.

1. The current STR ordinance grants two bedrooms to STR properties without a valid RIDEM permit. Without a valid permit, the Town has no way of knowing if the actual owts is sized appropriately.
2. Short-term renters often do not use the best management practices that are required for properties that are serviced by septic systems. Renters are often unaware of/or don't care about restrictions on fats and grease, chemicals and other personal items entering the system. Any of these actions can interfere with the biological and physical operation of the owts.
3. Although the septic system size is reflected in the number of bedrooms allowed in the short-term rental, users on vacation often use more water than the typical family would use in that same property. This action can interfere with the proper functioning of the owts.

2. *Upon the sale of a property-should the new owner be required to have a documented septic system?*

In my opinion, the Town should follow the State regulations for upgrade of septic systems.

From the RIDEM website:

"If you are looking to sell your property and the existing non-conforming system is not failing, then it is not necessary to replace the system. If your system is failing it must be replaced as soon as possible. If it is a cesspool then the system must be replaced within one year of the date of the property transfer.

If you cannot find a "Certificate of Conformance" for your septic system, the owners that installed the system likely did not apply for the proper permits through DEM. If this is the case, no record of the system will be available. If you wish to locate your system and evaluate if it is functioning properly you will need to hire a private registered septic system inspector.

Under the State Cesspool Act, any cesspool serving a property subject to sale or transfer with a closing date on or after January 1, 2016, must be removed from service within one year of the closing date. The cesspool must be replaced with a conforming septic system or the building must be connected to the local sewer, if available.

In the Town of Jamestown, when a property with a known cesspool transfers ownership, the new owners are notified of the need to upgrade the owts within a one year time frame.

TOWN COUNCIL MEETING MINUTES

Tuesday, January 16, 2024

5:30 P.M.

I. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council met 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

A regular meeting of the Jamestown Town Council was held on January 16, 2024. 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, Public Works Director Michael Gray, Town Planner Lisa Bryer, Water and Sewer Clerk Denise Jennings, and Town Clerk Roberta Fagan.

III. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:23 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; and Councilor R. White, Aye.

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

- A) Open Forum – Water & Sewer Matters
 - 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
 - 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.

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; and Councilor R. White, Aye.

V. OPEN FORUM

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

Dorianna Carrella, 35 Gondola Avenue, asked the Town Council to reconsider their Short-Term Rental application, to enable using the Accessory Structure as an STR rental. Their property has been approved for a 4-bedroom onsite wastewater treatment system (OWTS). The STR rental is located in the detached garage. Ms. Carrella stated the unit is attached to the OWTS as well as the main house's electric service. In the seven years the unit has been used for STRs there have been no issues.

Vice President Meagher explained that the STR ordinance explicitly prohibits STRs in accessory structures.

No action taken.

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.

Lauren Fogarty, gave an overview of the planned RI Semiquincentennial "250th" celebration, marking the 250th anniversary of the American Revolution. She asked the Town Council to consider creating a committee in Jamestown. The Rhode Island 250 Commission (RI250 Commission)/Rhode Island Department of State (RIDOS) will provide support to participating municipalities, and organize pop-up archives presentations displaying archival documents that the State Archives maintains on Jamestown. The State of Rhode Island played a significant role before, during, and after the American Revolution. The RI250 events will commemorate the significance of this history to our nation and the Commission encourages local civic, historical, and educational participation.

- 2) Review, Discussion and/or Action and/or Vote: Rhode Island Department of Transportation preliminary plans for the North Road improvements.

Pam Cotter, Rhode Island Department of Transportation (RIDOT) Administrator of Planning, made a presentation on the proposed "Jamestown Town Corridor Project: State of Good Repair and Resiliency Improvements in Response to Sea-Level Rise.". Five options (see attached) were presented to address the failing Round Swamp Bridge at Great Creek, built in 1934. Sea-level rise models show up to 3 feet of rise by 2050, which would submerge the existing roadway. Of the five alternatives, the RIDOT recommended a 1,250-foot-long bridge, 12 feet above sea level, at an estimated cost of \$94.3 million. Permitting challenges and/or costs would prohibit expanding the width of the bridge to accommodate a shared-use path.

The RIDOT has several projects on the island which include replacing the North Road bridge, the bridge at Carr Lane, roadway resurfacing adjacent to the toll plaza, North Road roadway resurfacing north and south of Zeek's Creek; Narragansett Avenue from Holland Avenue west to

Dutch Harbor road resurfacing and sidewalk reconstruction; reengineering sidewalks at High Street/Southwest Avenue and Bayview Drive/Conanicus Avenue. Town Administrator Mello stated the Town and RIDOT are taking steps to coordinate overlapping projects (i.e.: bike path and waterline replacement).

- 3) Review, Discussion and/or Action and/or Vote: Tree Preservation and Protection 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.

Tree Preservation and Protection Committee (Tree Committee) member Donna Repko introduced her fellow committee members Jim Simmons, Richard Kingsley, Beth Herman and Tree Warden Steve Saracino. (Darcy Magratten, Tom Waddington, Michelle Foster, and Barbara Lundy were absent). The Tree Committee bike path concepts (attached) include planting shade trees by Godena Farm, native variety of trees in varying size adjacent to the reservoir, at the pump house, and at Eldred Avenue.

VII. PUBLIC HEARINGS, LICENSES, AND PERMITS

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

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

Pamela Storey, property owner of 87 Bow Street, addressed the Town Council. Ms. Storey referenced the letter written by Town Engineer Jean Lambert, regarding the septic system onsite. The Carmody (Town records) search shows that the property is up to date for maintenance (the date of the most recent inspection was 11/2023). The RIDEM database results "No OWTS applications were found matching your search criteria". No information was found in the Town OWTS physical files, the Building Official property files or the electronic OWTS files. Given there is no valid record of an OWTS permit for the property, the fact that the system is current for maintenance, and the language of the STR Ordinance, the property is approved for use as a 2-bedroom rental.

Karl Seelig, referenced the letter he wrote to the Town Council concerning 87 Bow Street. The following are excerpts from the letter: The property has two wells located in the middle of a 60' X120' lot. One is an abandoned dug well that has not been properly sealed. The drilled well does not meet the required distance to an OWTS. All wells are required to be located outside of a 100'

radius from existing septic systems. Placing a well in the middle of a lot makes this 100' separation impossible to achieve. The measured distance from the dug well to the OWTS tank is approximately 35 ft. The distance from the drilled well is approximately 50 ft. The fact that the system has been pumped does not mean it is a legal system. Nor could it be a legal system due to the proximity to the wells. All applicants should be required to prove that their OWTS system is legal by providing evidence of the permit and certificate of conformance, both of which are issued by RIDEM. The shores are a densely populated area that is serviced by wells and OWTS. The town should require strict adherence to RIDEM regulations. Additionally, the property was listed on a short-term rental site with 3 bedrooms and sleeps 6. Although the existing septic system appears to be illegal, it is doubtful that a legal system on a 60'x120' lot could accommodate three bedrooms. Mr. Seelig also recommended the Town require at the time of a property transfer (sold) a state-approved OWTS should be required.

Vice President Meagher thanked Mr. Seelig for his feedback and suggestions. The STR ordinance does not address or specify restrictions on properties with OWTS. She stated the Town Council should look to make requirements more stringent in the future.

Councilor R. White reiterated there is no reason to deny STR-65 approval under the current STR ordinance requirements. He agreed amendments should be considered for both OWTS requirements and water use.

Town staff will present recommended amendments to the STR ordinance related to more stringent OWTS requirements; and a recommendation on how to require updates to an OWTS at the time of a property transfer, if deemed necessary.

A motion was made by Vice President Meagher with a second by Councilor R. White to approve STR-65 application, submitted by Pamela Storey, for 87 Bow Street. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Atty. Deb Foppert, 57 Narragansett Avenue, representing Casey and Lauren Duva, STR-4, 128 Garboard Street, addressed the Town Council. The Duvas purchased the property in 2016. Atty. Foppert distributed a copy of the welcome check-in letter that is given to their STR tenants. Tenants are asked to be respectful and keep noise to a minimum. There have been a couple of instances when neighbors have complained about noise and/or mice. The Duvas responded and remedied the issues. The STR-4 application was submitted and given administrative approvals. Lastly, the OWTS was upgraded recently.

Casey and Lauren Duva introduced themselves to the Town Council. They currently live and work in Worcester, MA, with hopes to retire to Jamestown in the future. Short-term renting their property allows them to offset expenses. They strive to be good neighbors and pledge to be responsive if an issue arises. Family members live in both Jamestown and North Kingstown, keeping an eye on the property. They have received positive reviews from their tenants, and several are repeat tenants.

Vice President Meagher asked a clarifying question regarding the approved upgraded 2-bedroom septic. She asked if the advertising reflects just 2 bedrooms and if there is off-street parking.

The Duvas confirmed the septic was upgraded in 2023 and the driveway can accommodate 7 off-street parking spots.

Sheila Cicerchia and Donald Cicerchia, 136 Garboard Street, made objections to the STR-4 application. She has witnessed tenants urinating in the yard and asserted the rodents were rats, not

mice. Mrs. Cicerchia complained about the number of vehicles, noise, frequency of turnover and stated not every house is cut out to be a short-term rental. The Cicerchias have communicated their concerns to Duvas in the past but have not recently. They called the police one time about noise, and it was resolved quickly. They are opposed to STR-4, 128 Garboard being approved and issued a Short-Term Rental license.

Councilor M. White stated the STR approval and appeal process is in its first year. The Town Council has no basis to deny an applicant based on what took place before the ordinance was enacted.

A lengthy discussion ensued.

A motion was made by Councilor M. White with a second by Vice President Meagher to approve the STR-4 application, submitted by Casey and Lauren Duva, 128 Garboard Street, with a review of the Short-Term Rental license in July 2024. 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 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

A motion was made by Vice President Meagher with a second by Councilor R. White to approve the Out of the Box Gallery & Studio Class F(NON-PROFIT) One-Day Liquor License application scheduled for January 18, 2024 located at Out of Box Gallery & Studio, 11 Clinton Avenue. 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(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).

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Jamestown Art Center Class F(NON-PROFIT) One-Day Liquor License scheduled for January 19, 2024, and February 10, 2024, located at the Jamestown Arts Center, 18 Valley Street. 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 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.

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.

A motion was made by Councilor Brine with a second by Vice President Meagher to approve the Air Force Welcome Party One-Day Event/Entertainment License application scheduled for July 25, 2024, taking place at the Fort Getty Pavilion and approval of the request to waive the rental fee as historically granted. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

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

- 1) Beavertail Lighthouse property transfer to RI Department of Environmental Management.

The Rhode Island Department of Environmental Management (RIDEM) recorded the property transfer of the Beavertail Lighthouse. Town staff will work to develop and present a lease agreement with the Beavertail Lighthouse Museum Association and the Town.

2) FY2024/2025 Budget Update.

Town staff are working toward developing a proposed budget with a goal to present to the Town Council in early March. Budget workshop dates to be determined.

3) January 10, 2024, Storm Event report.

The January 10th storm surge caused road closures at North Road, Conanicus Avenue, and Mackerel Cove for an extended period and in some cases through 10:30 AM Wednesday morning. The storm caused significant damage to Mackerel Cove Beach and will require a substantial investment to restore the dunes and parking lot material.

The Ft. Getty Pier suffered additional significant damage with approximately 10-15% of added decking material breaking free.

4) Equipment Purchase for Department of Public Works (Consent Agenda).

A request for Council approval to purchase a used 2018 Kubota tractor from the RIBTA in the amount of \$43,000. Memo attached (consent agenda)

5) Meeting invitation to Senator Euer and Representative Finkelman.

February 5th or February 20th are tentative dates for a meeting with Senator Euer and Representative Finkelman.

6) Library project update.

As reported in the Jamestown Press, the Library project is nearing completion. Library staff and DPW staff are in the process of relocating from the Golf Course back to the renovated library building. The expected completion and opening are projected for early February.

7) Tax Abatements (Credits) Resolution (Consent Agenda)

A request to authorize a resolution to the General Assembly requesting a revision to the General Laws that updates the exemptions for Gold Star Parents and Visually Impaired Persons. This Resolution is subject to Council approval. See the draft resolution and memo from Christine Brochu. (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 (attached)

A motion was made by Vice President Meagher with a second by Councilor M. White to support earmarking a \$3 million Bond for Affordable Housing in FY2024-25 and continued funding of the Affordable Housing Trust Fund. 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 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.

Elliot Richmond, Union Studios made a presentation on the Conanicut Island Sailing Foundation (CISF) proposed concept plan for the Sailing and Marine Education Center to be located at Ft. Getty. (attached)

Discussion ensued.

Susan Shim-Gorelic, 20 Bark Street, questioned if there is planned handicapped access.

Elliot Richmond confirmed there are multiple handicap access points to the building.

Fred Meyer, Southwest Avenue, questioned whether the Town risks losing money due to the proposed sailing center.

Councilor Brine commended CISF and stated their offerings are a tremendous asset to the Town of Jamestown. The programming at Ft. Getty have been innovative and beneficial to the Jamestown Schools, and the community as a whole, for little or no investment from the Town.

CISF Director Meg Myles confirmed that over 6000 students have participated in programs over the years.

Town Administrator Mello summarized next steps: 1) CISF to submit the proposed concept plan to the Planning Commission with Town Council approval, 2) consideration of the scheduling when the project will start and location of the septic system. 3) Depending on timing the future of the upper bathroom design and location needs to be determined; and 4) lease requirement to update the water line factoring funding and timing.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve and authorize CISF to submit the proposed concept plan to the Jamestown Planning Commission for approval through its Development Plan Review process and requirements. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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.

Discussion ensued.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the request to Order to Advertise a Notice of a Public Hearing to take place on February 12, 2024, at 6:30 p.m. for Proposed Amendments to the Zoning Code of Ordinances. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

XII. CONSENT AGENDA

- 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 1st to May

1st 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 1st. 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 estaff1@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

Discussion ensued.

Vice President Meagher read aloud each Short-Term Rental host application name and address, asking those in attendance for any objections or comments to be known.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Short-Term Rental applications for licensing as listed on the Consent Agenda. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor R. White, Aye; and Councilor M. White, Aye.

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

Communications were acknowledged.

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

A motion was made by Vice President Meagher with a second by Councilor Brine to adjourn at 9:46 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

Jamestown Corridor Project

**State of Good Repair and
Resiliency Improvements in
Response to Sea-Level Rise**

Jamestown Town Council

January 16, 2024



Overview of STIP ID 9992

Bridge:

- Replacement of bridge #113-Conanicut Bridge on East Shore Road
- Culvert replacement at East Shore Road at RITBA Toll Plaza
- Replacement of bridge #289-Round Swamp Bridge on North Road

Pavement

- Roadway resurfacing and reclamation to North Road and Southwest Avenue from RI-138S ramp to Mackerel Cove
- Reconstruction of East Shore Road from RITBA Headquarters to Conanicus Avenue

Safety

- Signage and Striping throughout study area
- Guardrail replacement/removal and installation of concrete median
- Intersection realignments at Southwest Ave. & Hamilton Ave. and Conanicus Ave & Bay View Drive



STIP ID 9992

Program Detail Report
STIP: 2022-2031 (Revision 10 with Pending Changes)

RIDOT Corridor Projects Program												
STIP ID: 9992		PTS ID: 2807U		Project Name: Corridor - Jamestown								
Municipality	Description										Responsible Agency	
Jamestown	This project includes repairs to two bridges and North Road in Jamestown. Bridges #113 and 289: Replacement. In addition to bridge work, roadway resurfacing and reclaim along North Road and East Shore Road will be included. Roadway work will be performed in conjunction with handicap ramp and sidewalk repairs. This project may require additional funding beyond 2031.										RIDOT	
Phase	Funding	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Design	PROTECT	0.2000	0.2000	0.4000	0.8000							1.6000
Design	RCAP Match	0.0500	0.0500	0.1000	0.2000							0.4000
	Subtotal	0.2500	0.2500	0.5000	1.0000							2.0000
Construction	OutYear					7.0000	8.5000	7.0000				22.5000
	Subtotal					7.0000	8.5000	7.0000				22.5000
Other	OutYear								0.5000			0.5000
	Subtotal								0.5000			0.5000
	Total	0.2500	0.2500	0.5000	1.0000	7.0000	8.5000	7.0000	0.5000			25.0000
Assets Within Project												
Asset Type	Asset ID	Asset Name	Facility Carried	Municipality	Treatment Type	SLR						
Bridge	011301	Conanicut	East Shore Rd	Jamestown	Replace	Yes						
Bridge	028901	Round Swamp	North Main Rd	Jamestown	Replace	Yes						
Safety	HSIP_CT-075-2	Intersection Safety Improvement at Southwest & Hamilton	Southwest Avenue	Jamestown	Install ADA Ramps; Upgrade Crosswalk; Geometry Imp	No						
Safety	HSIP_CT-75_01	Intersection Safety Improvement at Southwest & High	Southwest Avenue	Jamestown	Install ADA Ramps; Upgrade Crosswalk; Geometry Imp	No						
Safety	HSIP_CT-75_03	Intersection Safety Improvement at Conanicut & Bay View Drive	Conanicut Avenue	Jamestown	Geometry modification; ADA ramp repairs	Yes						
Pavement	Pave_312	Southwest Ave (Hamilton Ave to Narragansett Ave)	Southwest Ave	Jamestown	Mill and Fill	No						
Pavement	Pave_313	East Shore Rd (Conanicut Ave to RITBA HQ)	East Shore Rd	Jamestown	Reconstruction	Yes						
Pavement	Pave_314	North Rd (Narragansett Ave to Round Swamp Bridge)	North Rd	Jamestown	Mill and Fill	Yes						
Sidewalk	SDW_47966	SDW Southwest Avenue S (Hamilton Ave. to Narragansett Ave.)	Southwest Avenue	Jamestown	Rehabilitation	No						
Sidewalk	SDW_47967	SDW North Road M (Narragansett Ave. to Swinburne St.)	North Road	Jamestown	Rehabilitation	No						
Sidewalk	SDW_47968	SDW North Road S (Whittier Rd. to Narragansett Ave.)	North Road	Jamestown	Rehabilitation	No						

Reported Date: 11/20/2023

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Project Challenges

- Condition of Bridge #289
 - Built in 1934
 - Serious Condition
 - Hydraulic opening too small
- Flooding and Sea Level Rise
 - Both bridges in project are projected to be overtopped by 2050
 - 100-Year Storms could bring 12 feet
- Cultural Resources/Section 106
 - Potential for significant delay
 - Part of archaeological district



Actions to Date

- Spring 2022: Contract with VHB for Readiness Analysis
- Summer-Fall 2022: Peer exchanges and development
 - October: FHWA Peer Exchange
 - December: AASHTO Peer Review
- 2022-2023: Hydraulic Analysis
 - Analysis of SLR Impact
 - Alternatives Analysis



Current Flood Zones in Jamestown





Bridge #113-Conanicut Bridge on East Shore Road is in a VE flood zone and has a 1% annual chance of flooding.

- Flooding



- Evacuation Routes



- Surge Danger



Future Sea-Level Rise Only



Up to 3 feet of SLR
by 2050



These impacted areas are projected to expand over time, causing at least three feet of sea level rise along East Shore Road by 2050. That's just for sea level rise (SLR), not storm surge or additional flooding.

By 2050 sea level rise will spread well past the current edges of Great Creek. East Shore Rd. and Conanicus Ave. will still be out of the tidal zone.

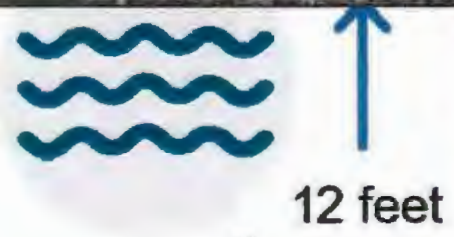
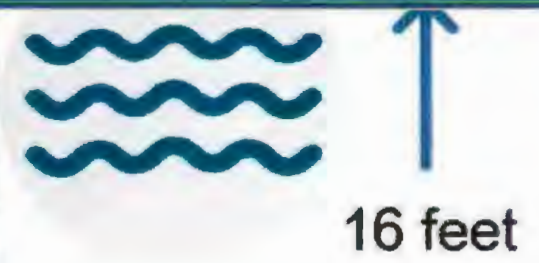




Current Storm Surge Levels



Future SLR + Storm Surge



- 2050 Sea level rise indicates that both Conanicut and Round Swamp bridges will be overtopped if replaced at their existing grades
 - Storm surge on top of sea level rise amplifies effects
 - Increases risk of damage to structures



Abandonment: \$22.9 M

In-Kind Replacement \$29.7 M

Enlarge Hydraulic Openings
\$30.2 M

Raise Elevation, Capacity
\$60.4 million

Alternatives Analysis

- Of the 5 Alternatives Developed, RIDOT Identified Alternative 5 as its Preferred Option

** All estimates include roadway work on North Rd, Narragansett Ave, and Alternative 3 for East Shore Road paving and Bridge #113*

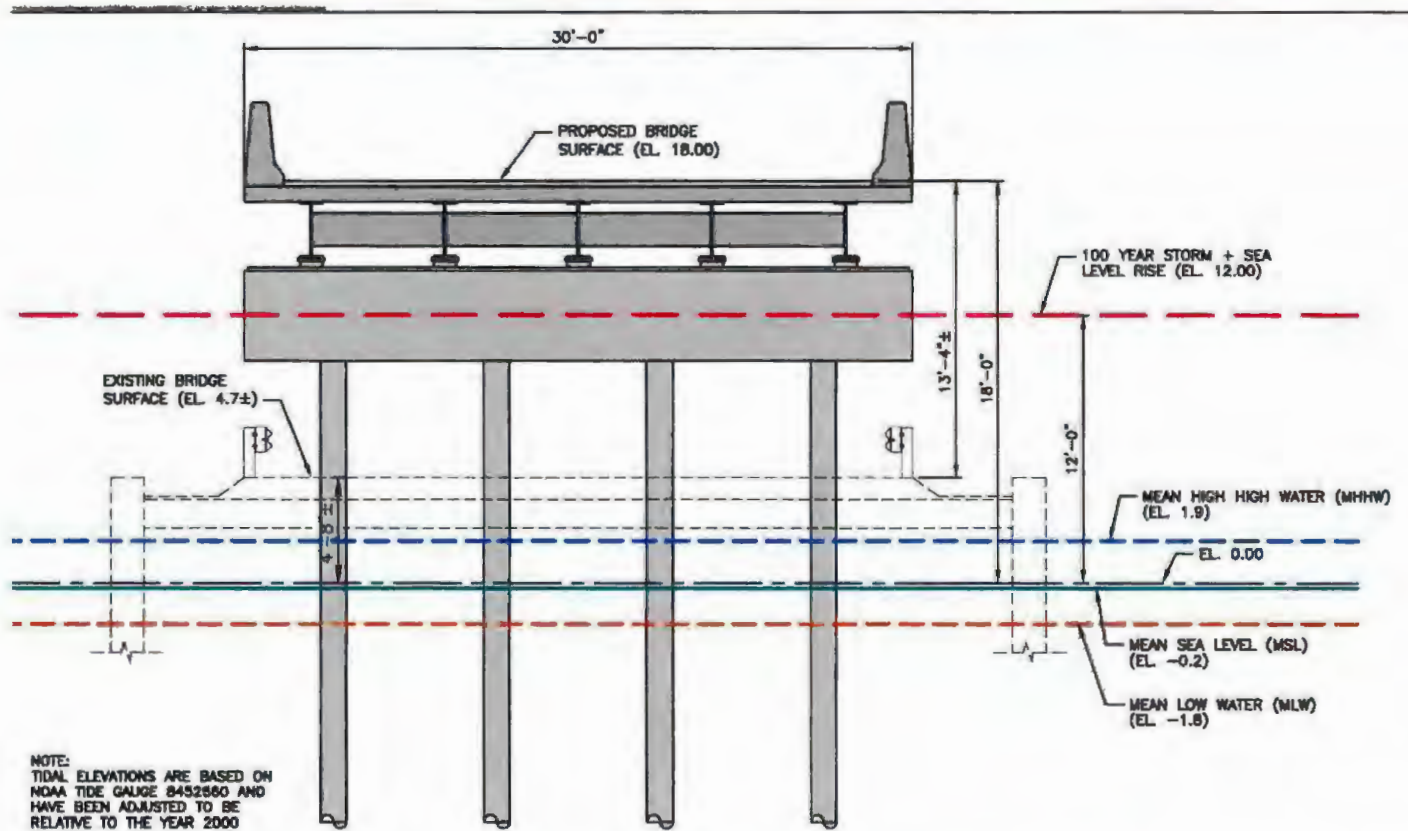
Existing Round Swamp Bridge #289



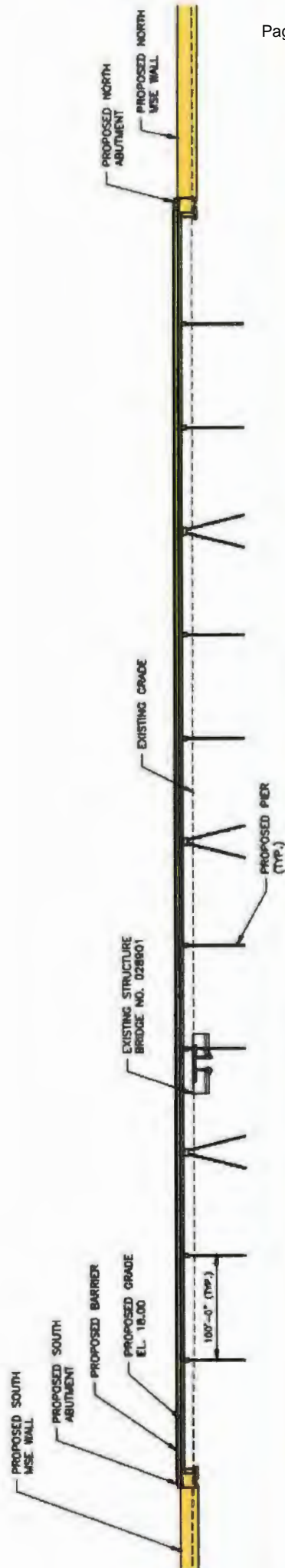
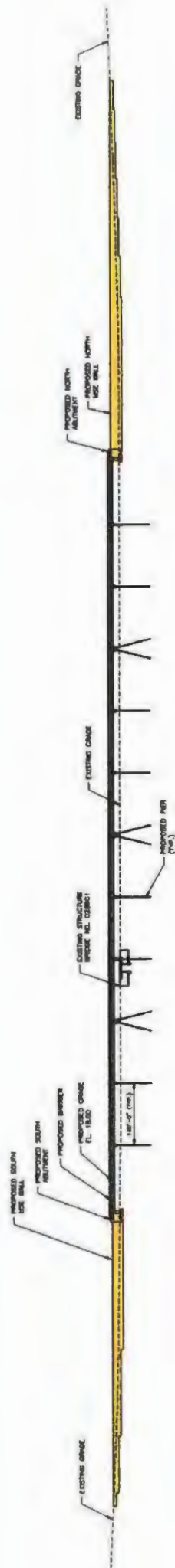
Proposed Round Swamp Bridge #289



- A 1,250 foot multi-span bridge would replace the existing causeway and undersized culverts
- Benefits:
 - Elevates existing roadway while addressing the ongoing issue of the undersized hydraulic opening of the existing culvert
 - Maximum level of protection from flooding through SLR, storms, and tidal events
 - Smaller footprint of permanent impacts compared to raising the roadway and increasing size of culverts (Options 3 & 4)



Alternative 5 - Profile



- Commit to an Alternative
- Additional stakeholder engagement
- Amend STIP to reflect increased budget and revised project schedule
- Seek additional funds through Discretionary Grant(s):
 - PROTECT Grant
 - Bridge





Thank You

Pamela Cotter
Administrator of Planning



TREE PLANTING AT BIKE PATH

Prepared by the Jamestown Tree Preservation and Protection
Committee

Jim Simmons, Chair

Richard Kingsley, Vice Chair

Beth Herman, Secretary

Darcy Magratten

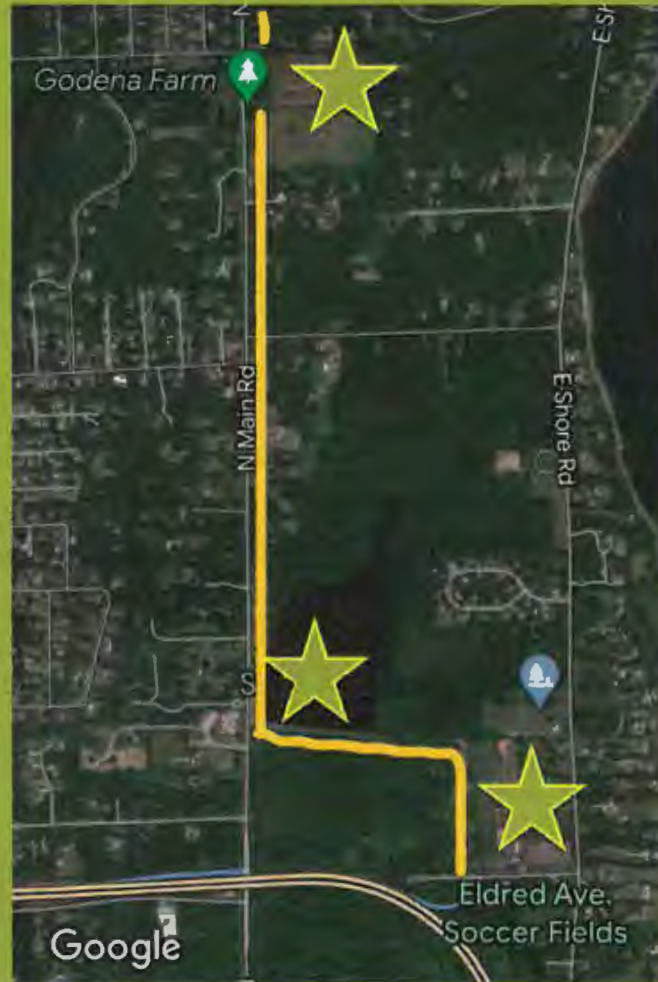
Michele Foster

Tom Waddington

Donna Repko

Steve Saracino, Jamestown Tree Warden

Barbara Lundy, Conservation Commission Liaison



3 Areas Included:

- Godena Farm
- Reservoir
- Eldred Avenue Entrance



PHOTO 1: EXAMPLE OF SPACING - LINDEN TREES AT ENTRANCE TO GODENA FARM SPACED 8' TO 15' APART

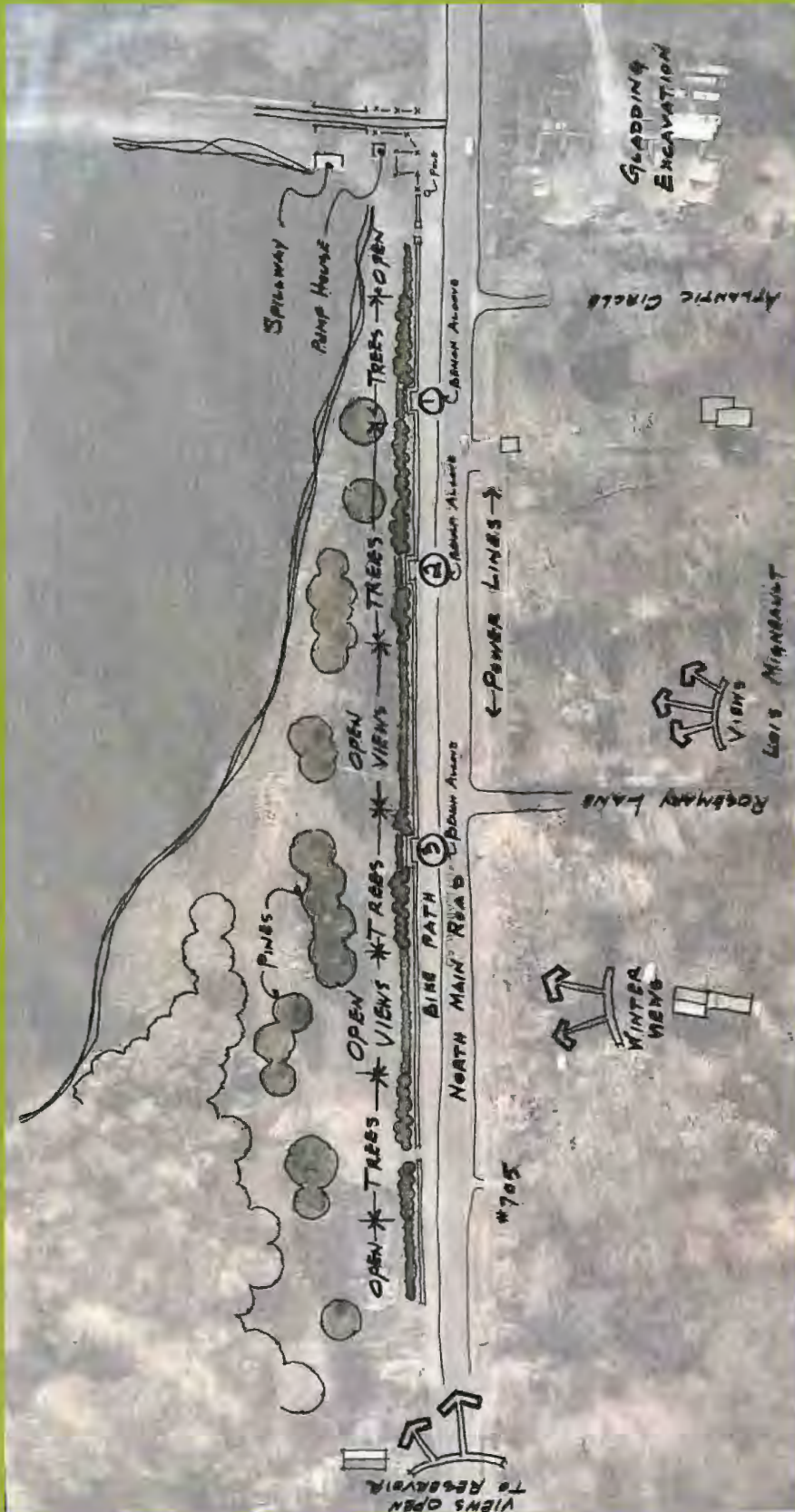
PLANTING CONCEPT: GROUPINGS OF NATIVE TREES



PHOTO 2: ADD LARGE SHADE TREES BETWEEN BIKE PATH AND STONE WALL

PLANTING AT GODENA FARM

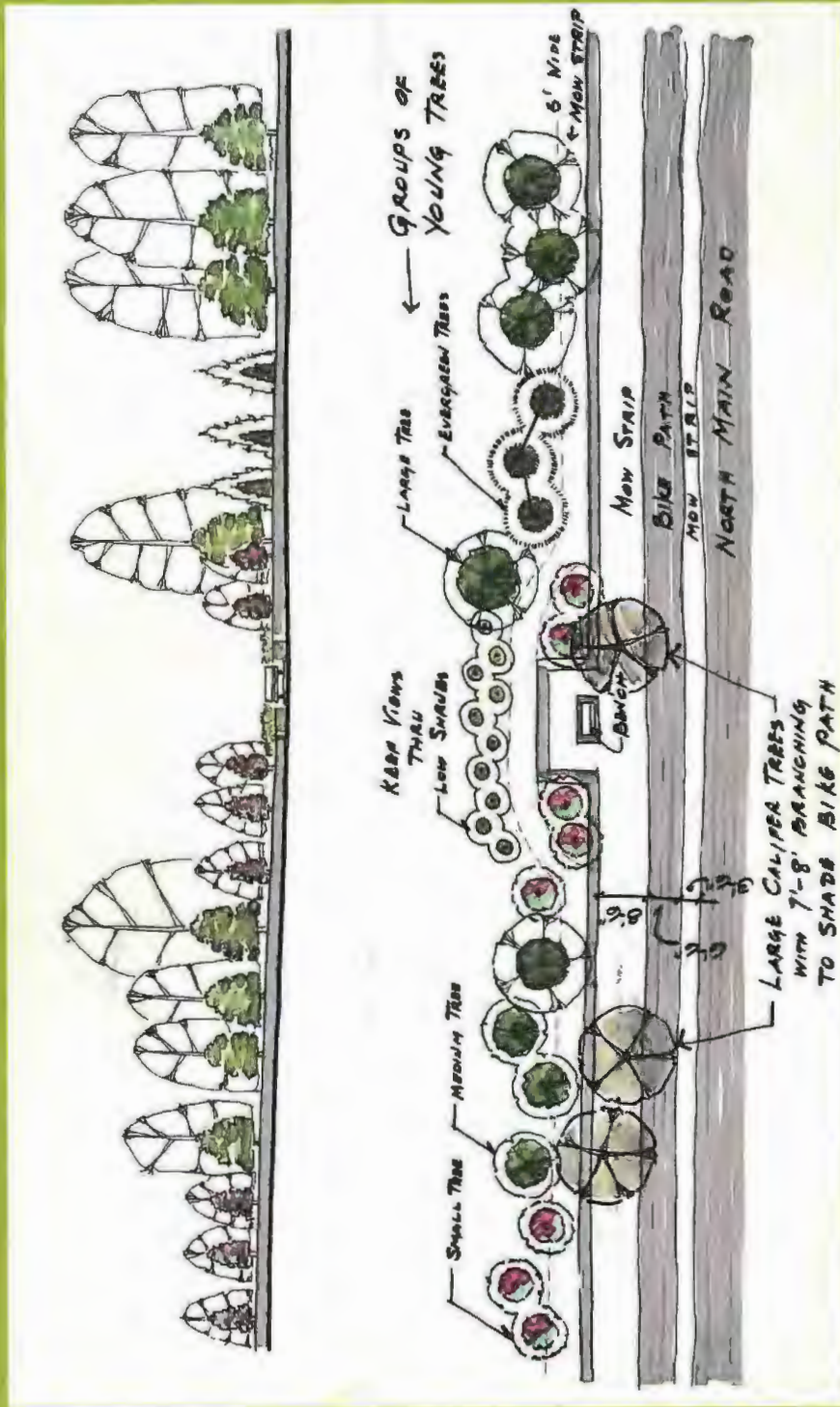
1 INCH = 50 FEET



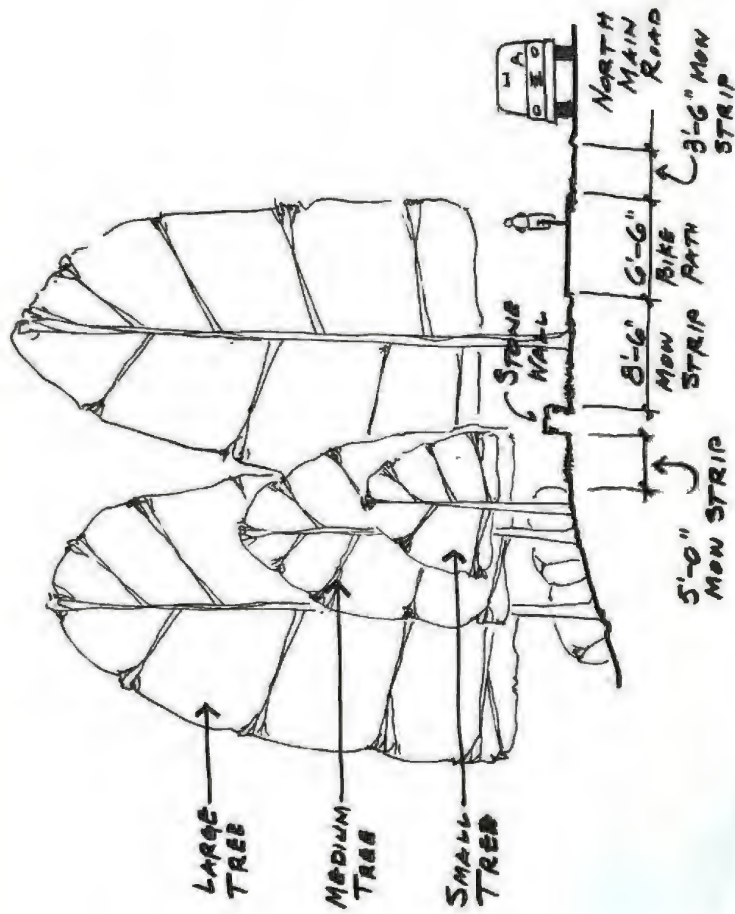
PLANTING ALONG BIKE PATH AT THE RESERVOIR PLAN 1 INCH = 50 FEET



BENCH ALCOVES ALONG NORTH MAIN ROAD

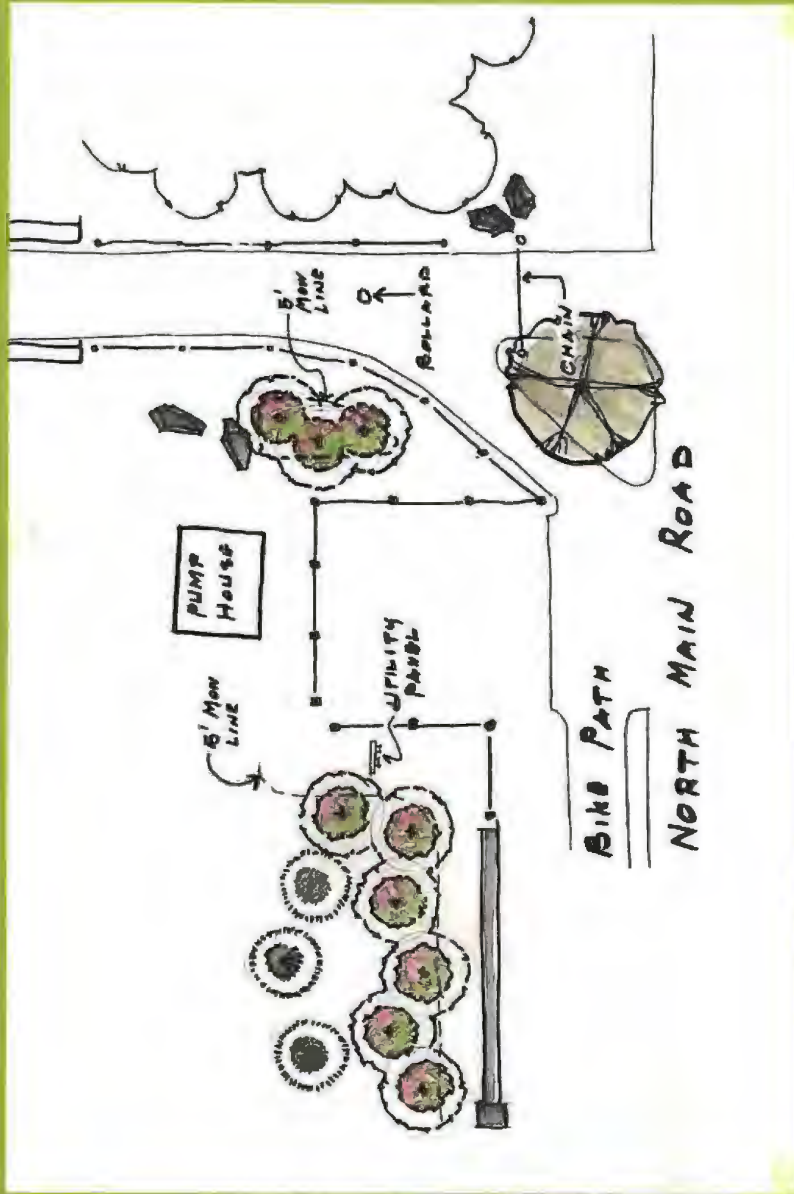
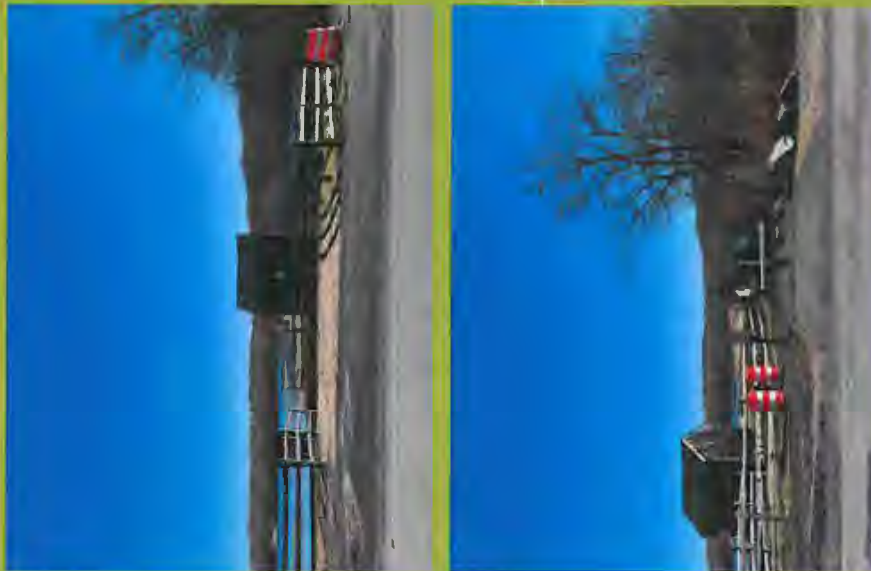


PLANTING AT BENCH ALCOVE – ENLARGEMENT 1 INCH = 8 FEET



1 INCH = 4 FEET

PLANTING AT THE RESERVOIR – SECTION

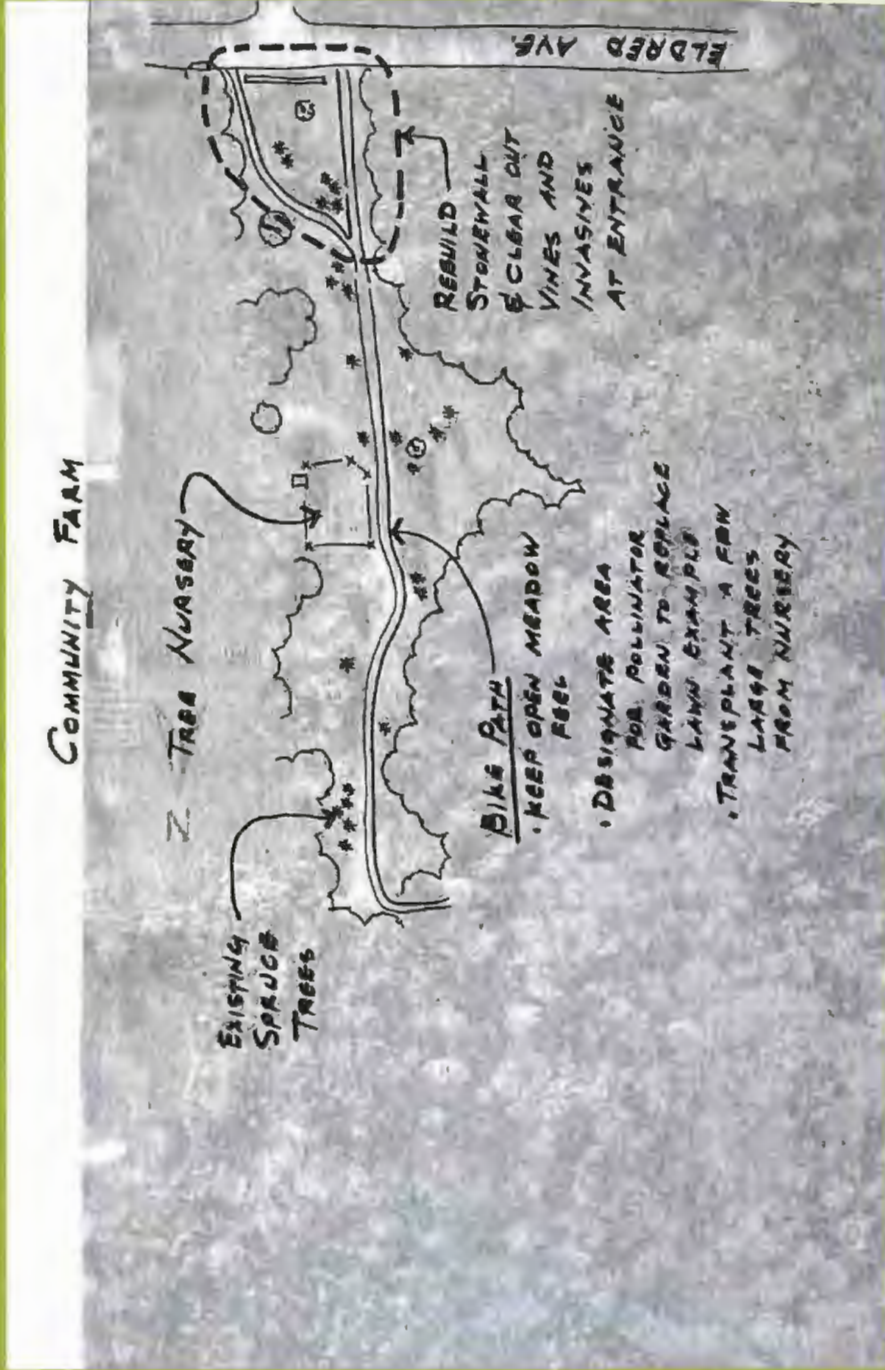


PLANTING AT PUMP HOUSE – ENLARGEMENT

1 INCH = 8 FEET



15 GALLON NATIVE TREES AT NURSERY FOR MAJORITY OF PLANTING



BIKE PATH AT ELDRED AVENUE

1 INCH = 80 FEET



Affordable Housing Committee MEMORANDUM

TO: The Honorable Town Council, Nancy Beye, President
Edward A. Mello, Town Administrator
FROM: Bob Plain, Chair, Jamestown Affordable Housing Committee
RE: Budget Request – Funding Mechanisms for Affordable Housing
DATE: January 3, 2024

The lack of local affordable housing and fast-evaporating economic diversity in Jamestown is an emergency situation for our community.

As an island, affordable housing and economic diversity are critical resiliency and sustainability issues for Jamestown. Our ability to maintain volunteer fire and EMS services is in danger because of our lack of housing diversity and affordability. If something were to happen to the bridges, we would not be able to educate our children, police our streets, or even plow our snow. Our dearth of diverse housing options has the very real potential of putting Jamestowners in jeopardy.

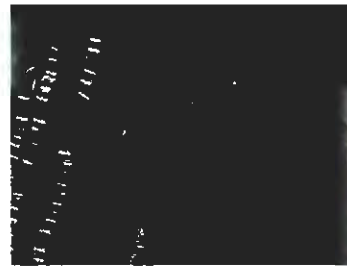
As such, the Affordable Housing Committee strongly believes the time is right to make an important investment in preserving economic diversity in Jamestown. This Town Council and others have helped by making annual investments of \$100,000, on average, into our Affordable Housing Trust Fund each year. The need has become so severe that Jamestown must now take bold action. We urge the Town Council to take the following immediate actions to begin to address this issue:

- 1) Propose and pass a \$3 million bond earmarked for affordable housing in FY 24-25.
- 2) Increase the yearly allocation to the Affordable Housing Trust Fund to \$225,000.

This investment is necessary in many important ways. It would serve as seed money for the newly-created Affordable Housing Preservation Program, which will help existing Jamestowners of modest means resist the market forces enticing them to sell their property to the highest bidder. It could be used to help build workforce housing for town employees. It could be used to create a housing component to a new senior center, as other communities such as Portsmouth, are doing. The options and needs are myriad, but without financial resources we can't move forward on any of them.

Because of Jamestown's strong bond rating and strong state real estate transfer tax, we think this is a very cost-effective long-term strategy. Jamestown has borrowed more than twice as much to preserve open space. Both open space and housing diversity are critical pieces of the puzzle that will make Jamestown special. It is time for Jamestown to make the same kind of investment in economic diversity that we have made in open space. This combination will ensure that we are able to keep our longtime residents, ensuring generational continuity and guarantee that Jamestown remains the best place to live in Rhode Island long into the future.

Most sincerely,
The Jamestown Affordable Housing Committee



SAILING CENTER CONCEPT PLANS

FORT GETTY ROAD
JAMESTOWN, RHODE ISLAND

JANUARY 17, 2023



401.272.4724

unionstudioarch.com



CISF Sailing Center

EXISTING SITE PLAN | JANUARY 17, 2023





CISF Sailing Center

EXISTING SITE CONDITIONS - TOPOGRAPHY | JANUARY 17, 2023

- 351 -





CISF Sailing Center

EXISTING SITE PHOTOS | JANUARY 17, 2023

4 E 1





CISF Sailing Center

EXISTING SITE PHOTOS | JANUARY 17, 2023





CISF Sailing Center

EXISTING SITE PHOTOS | JANUARY 17, 2023

PHOTO 5





CISF Sailing Center

EXISTING SITE PHOTOS | JANUARY 17, 2023

P A





- LEGEND**
- CISF PRIMARY USE
 - - - USE AGREEMENT
 - - - FLEX USE
 - SHARED STORAGE
 - CISF ACCESS
 - - - APPROXIMATE EXISTING SEPTIC SYSTEM
 - - - CRMC JURISDICTIONAL LIMIT LINE

Use Area
CISF Campus

July 2022

Jamestown, RI



CISF Sailing Center

LEASE AGREEMENT AREAS | JANUARY 17, 2023



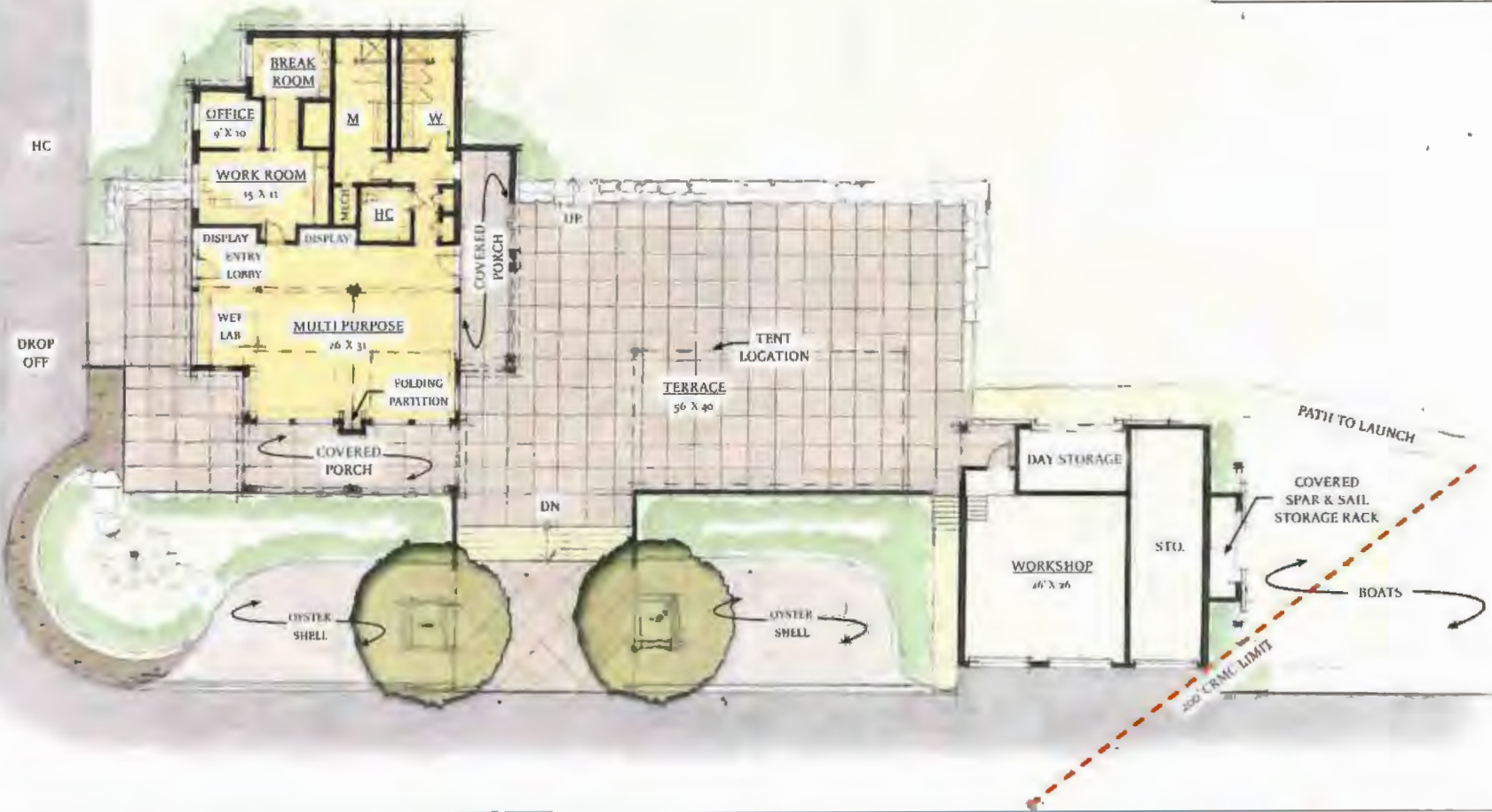


CISF Sailing Center

INITIAL CONCEPT SITE PLAN | JANUARY 17, 2023



BUILDING AREA	
PRIMARY BUILDING	~2,190 GSF
WORKSHOP & STORAGE	~1,120 GSF
TOTAL	3,310 GSF



CISF Sailing Center

INITIAL CONCEPT - FIRST FLOOR PLAN | JANUARY 17, 2023

PAGE





BUILDING AREA	
PRIMARY BUILDING	-2,190 GSF
WORKSHOP & STORAGE	-1,120 GSF
TOTAL	3,310 GSF

CISF Sailing Center

INITIAL CONCEPT - FIRST FLOOR PLAN | JANUARY 17, 2023





CISF Sailing Center

INITIAL CONCEPT RENDERING
JANUARY 17, 2023





CISF Sailing Center

INITIAL CONCEPT RENDERING
JANUARY 17, 2023





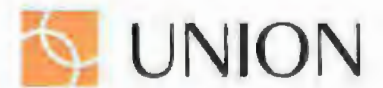
CISF Sailing Center

INITIAL CONCEPT RENDERING
JANUARY 17, 2023



CISF Sailing Center

INITIAL CONCEPT RENDERING
JANUARY 17, 2023





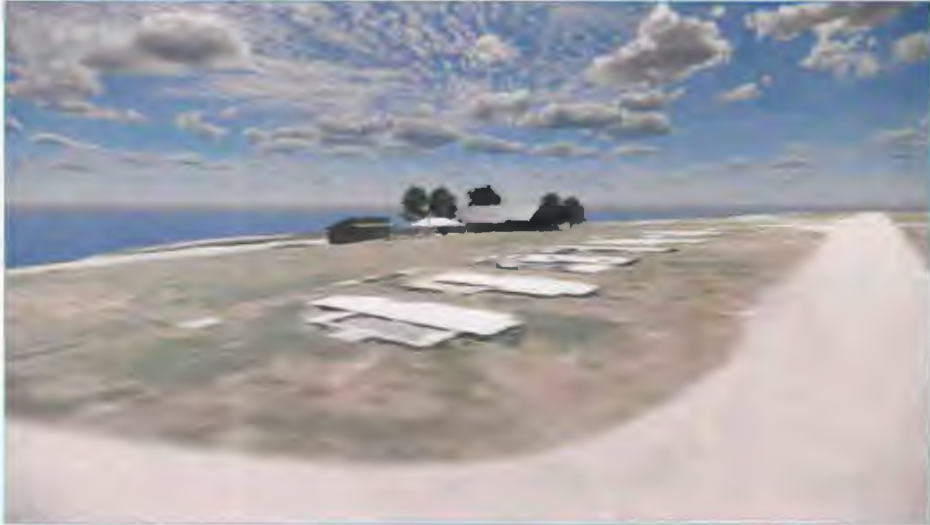
CISF Sailing Center

INITIAL CONCEPT RENDERING
JANUARY 17, 2023



CISF Sailing Center

COMPARISON RENDERINGS
JANUARY 17, 2023



CISF Sailing Center

COMPARISON RENDERINGS
JANUARY 17, 2023

F A



**BOARD OF CANVASSERS
JAMESTOWN, RHODE ISLAND
November 7, 2023**

An advertised meeting of the Board of Canvassers was called to order at 7:00 AM by Carol Nelson-Lee at 41 Conanicus Ave. The following member was present.

Ken Newman - Member
Hugh Murphy – Member
Kitty Wineberg – Alternate
Jennifer Thran – Alternate

Also present was: Keith Ford, Clerk to the Board of Canvassers

Board of Canvassers in session for the Congressional District 1 Special Election to oversee and monitor operations of the electoral process.

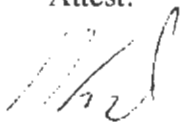
No meeting minutes were taken during this time.

Mr. Newman left at around 7:00PM.

Mr. Murphy made a motion to adjourn with a second by Ms. Nelson-Lee. Voted: Ms. Nelson-Lee, Aye; Mr. Murphy, Aye; Ms. Wineberg, Aye.

Vote Passed unanimously. Meeting was adjourned at 9:00 PM.

Attest:



Keith Ford
Clerk to the Board of Canvassers

Cc: Town Council Members (5)
Board of Canvassers (4)
Roberta Fagan, Town Clerk

**BOARD OF CANVASSERS
JAMESTOWN, RHODE ISLAND
November 8, 2023**

An advertised meeting of the Board of Canvassers was called to order at 9:39 AM by Hugh Murphy at 93 Narragansett Ave. The following member(s) was present.

Ken Newman – Member
Jennifer Thran – Alternate
Kitty Wineberg – Alternate

Absent: Carol Nelson-Lee – Member

Also present was: Keith Ford, Deputy Town Clerk / Clerk to the Board of Canvassers

NEW BUSINESS

Mr. Murphy opened with the approval of minutes from November 1, 2023. All members reviewed the minutes. Mr. Newman made a motion to approve the November 1, 2023 with a second by Ms. Thran. Vote: Mr. Murphy, Aye; Mr. Newman, Aye; and Ms. Thran, Aye. Vote Passed unanimously.

Mr. Murphy opened the review and action of the emergency mail ballot certification received for the election. All applications were signed by the members that were present.

Mr. Murphy opened the review, discussion, and/or action and/or vote on the tabulation of write-in votes cast during the Congressional District 1 Special Election on November 7, 2023. All write-ins were tabulated and Board of Elections (BoE) Tally Sheet was completed with a total of 3 write-ins. Mr. Newman made a motion to accept and sign the BoE Tally Sheet with a second from Ms. Thran. Vote: Mr. Murphy, Aye; Mr. Newman, Aye; and Ms. Thran, Aye. Vote Passed unanimously.

Mr. Newman made a motion to adjourn with a second by Ms. Thran. Voted: Mr. Murphy, Aye; Mr. Newman, Aye; Ms. Thran, Aye. Vote Passed unanimously. Meeting was adjourned at 9:53 AM.

Attest:



Keith Ford
Clerk to the Board of Canvassers

Cc: Town Council Members (5)
Board of Canvassers (4)
Roberta Fagan, Town Clerk

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Approved: 1/10/24

A meeting of the Jamestown Harbor Commission (JHC) was held on Wednesday, December 13, 2023 at 5:00 p.m. in the Town Council Chambers of the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island.

I. Call to Order and Roll Call

Chairman Wayne Banks called the meeting to order at 5:00 p.m.

Present:

Wayne Banks, Chairman
Dan Wurzbacher, Vice-Chairman
Sue Romano, Commissioner
Mark Campbell, Commissioner
Tom Alexander, Commissioner
Jim Archibald, Commissioner

Absent:

Jessica McCarthy, Commissioner

Also in Attendance:

Steven Bois, Executive Director
Joan Rich, Harbor Clerk
Randy White, Town Council Liaison
Bob Laman, Conservation Commission Liaison

Chairman Banks introduced the two new members of the Harbor Commission, Tom Alexander and Jim Archibald, and they both spoke briefly about their backgrounds.

II. Approval of Meeting Minutes – Review, discussion, and/or action and/or vote;

A. November 8, 2023

Commissioner Romano moved to approve the minutes of the meeting held on Wednesday, November 8, 2023 and Vice-Chairman Wurzbacher seconded. There was no discussion. So voted: 5 ayes and Commissioner Archibald abstained.

III. Open Forum

A. Scheduled Requests to Address

There were no scheduled requests to address.

B. Non-Scheduled Requests to Address

Carol Cronin of Narragansett Avenue addressed the Commission regarding the new outhaul requirements and asked that the Commission reconsider the minimum length requirement, which she feels was introduced with little warning, and could create problems with boats bumping into each other. She stated the permit holders work together to ensure that such collisions do not happen. She applauds the effort to shorten the wait list but does not feel that restricting boat size is the way to accomplish that. There was some discussion. Ms. Cronin does not want to use the dinghy dock as it is currently configured because she is afraid of damage to her fiberglass boat.

IV. Executive Director and Harbormaster Report – S. Bois

Executive Director Bois stated the Harbormaster boats are out of the water, winterized, and shrinkwrapped. The floats have been removed from East and West Ferry, and some repairs will be needed. The kayak racks are empty for the winter, although he did confiscate some kayaks, they were returned to their owners. Executive Director Bois stated that he is finalizing the Harbor Management Plan and hopes to meet with some of the Town Council members to go over the changes. It will then be reviewed by the full Town Council and the Town Solicitor, and then it would be opened for public comment. Executive Director Bois stated that moorings for Clark Boatyard and Conanicut Yacht Club have been incorporated into the Online Mooring database so he can get a better handle on mooring inspection compliance. He stated that the Harbor Management Ordinance is still being finalized. He also discussed his plans for the disposal of the Freedom Harbormaster boat and the acquisition of a new vessel, which will be paid for out of existing Harbor funds. There was some discussion about lead time and viewing potential vessels. Executive Director Bois also discussed the possibility of adopting, in the near future, some policies regarding mooring processes that other towns have in place. The restoration of Gould Island is still on the radar – the restoration committee is hoping to get other towns on board with urging DEM to continue their efforts to open it to the public.

V. Year-to-Date Financial Report

The year-to-date financial report was not available.

VI. Sub-Committee Reports

A. Budget – S. Romano – Review, discussion, and/or action and/or vote;

Commissioner Romano had nothing to report at this time.

B. Facilities – W. Banks & J. McCarthy – Review, discussion, and/or action and/or vote;

Chairman Banks had nothing to report.

C. Mooring Implementation – D. Wurzbacher & M. Campbell – Review, discussion, and/or action and/or vote;

Vice-Chairman Wurzbacher had nothing to report. Executive Director Bois stated he briefed Chairman Banks and Commissioners Romano and Campbell about how surrounding towns manage moorings.

D. Gould Island Restoration – W. Banks & M. Campbell – Review, discussion, and/or action and/or vote;

Chairman Banks had nothing to report and Executive Director Bois discussed Gould Island earlier in the meeting.

VII. Liaison Reports

A. Conservation Commission – B. Laman – Review, discussion, and/or action and/or vote;

Commissioner Laman had nothing to report.

B. Town Council – R. White – Review, discussion, and/or action and/or vote;

Councilor White welcomed Tom Alexander and Jim Archibald to the Commission, and also thanked Executive Director Bois for his continuing efforts to proactively address some of the issues that have been plaguing the town regarding mooring utilization and the Town Council supports those efforts. He would like, however, to keep an open mind and wondered if the changes that are being proposed or have already been implemented accomplishing what they should be? Councilor White does not see any harm in revisiting the changes, and/or make some exceptions where they are appropriate. He stated the points brought up earlier by Ms. Cronin have merit and he spoke to an outhaul person at last month's meeting, Mr. Blanton, who had similar concerns about the minimum/maximum lengths of boats on out hauls.

VIII. Old Business

A. Comprehensive Harbor Management Plan – Review, discussion, and/or action and/or vote;

Executive Director Bois stated that this item was mistakenly put on the agenda. It was voted on at last month's meeting.

B. Harbor Management Ordinance – Review, discussion, and/or action and/or vote;

Executive Director Bois stated he had planned to ask the Commission to vote tonight to send the Harbor Management Ordinance to the Town Council for their approval, but that Commissioner Alexander had suggested some changes to the ordinance. Commissioner Alexander stated that most of the changes were editorial, but that he suggested some policy changes. It was agreed to wait until January to vote on the ordinance.

C. New York Yacht Club Floating Dock – Review, discussion, and/or action and/or vote;

Executive Director Bois recommended that the Harbor Commission abandon plans to acquire the floating dock from the New York Yacht Club. The engineering study and cost analysis determined that the dock was not an appropriate fit for use in Jamestown due to the age of the dock and the cost to make it viable. Chairman Banks moved that the Harbor Commission cease all activity regarding the New York Yacht Club dock and Commissioner Campbell seconded. So voted: 6 aye, 0 nay.

IX. Correspondence

A. Letter from William and Mary Brennan regarding Outhaul Occupancy – Review, discussion, and/or action and/or vote;

Chairman Banks moved to accept the correspondence from William and Mary Brennan and Commissioner Romano seconded. So voted: 6 aye, 0 nay.

X. New Business

A. 2024 Mooring Inspector/Installer Applications – Review, discussion, and/or action and/or vote;

A list of the prospective mooring inspectors /installers was provided. There was one new vendor this year, Dive Services Unlimited, and all the applicants provided diver certifications and insurance information. Chairman Banks moved to approve the list and Commissioner Romano seconded. So voted: 6 aye, 0 nay.

B. Prioritization of Commercial Fishing Activities at Ft. Getty Pier – Review, discussion, and/or action and/or vote;

Executive Director Bois stated he is asking the Harbor Commission for two things: To prioritize commercial fishing activities such as aquafarmers, lobstermen, and fin fishing, at the Ft. Getty Pier. Commissioner Romano made a motion to prioritize the commercial fishing and aquaculture activities at Ft. Getty Pier. Chairman Banks seconded but stated he would like to see space left available for recreational fishing off the pier, and Executive Director Bois stated there is one spot on which a boat could fit that will be left vacant for use by recreational fishermen. So voted: 6 aye, 0 nay.

Executive Director Bois stated that the other vote he is going to ask for is the addition of one more spot for another vessel at the southernmost spot on the pier where it is shallow at low tide, and would probably not be of interest to rod and reel fishermen. He invited Brad Boehringer, a commercial fisherman who purchased Walrus and Carpenter Oysters this year, to speak about the potential location for a seventh spot for a boat at the pier. Two potential spots exist, spot A, located on the east side of the Ft. Getty pier, and spot B, which is on the west side of the pier. There was much discussion regarding location, exposure to weather, how the vessel would be secured to the pier, and the impact of another boat on the vessels that are already on the pier. The permit offer could be conditional for the first year. There was also discussion of offering the spot with or without space on the pier itself for equipment storage. Vice-Chairman Wurzbacher moved to approve space A as an additional spot for a vessel for one year, initially without any dock storage, but storage could be added at a later time. It would be an outhaul configuration with a mushroom anchor. Commissioner Campbell seconded the motion and added it should be a conditional spot, due to the current that runs through there. There was more discussion about equipment storage on the dock. So voted: 5 aye, 1 nay.

C. Facilities 5-Year Plan Draft – Review, discussion, and/or action and/or vote;

Executive Director Bois presented a list of projects for repair/replacement at locations around the island that will need to be addressed. There was discussion about priorities and what should be done now that the Harbor Commission had decided not to accept the concrete floating dock from the New York Yacht Club. There are items on the list that will be addressed by the Town Public Works Department but they have been included for informational purposes. It was decided that any references to projects that would be addressed by Public Works would be removed, as well as removing references to the New York Yacht Club dock. Chairman Banks moved to accept the 5-year plan and move forward with it and Vice-Chairman Wurzbacher seconded it. So voted: 6 aye, 0 nay.

XI. Open Forum – Continued (If Necessary) – Review, discussion, and/or action and/or vote;

Executive Director Bois addressed the letter sent to the Harbor Commission from William and Mary Brennan regarding the regulation changes to outhauls and stated not all of the statements contained in the letter were completely accurate. There is 120 feet of railing on which to tie up a dinghy, and about half of the cleats were replaced this year, along with most of the bumpers being replaced. There are spots for approximately 22 dinghies at the dinghy dock. There was some discussion, especially about allowing people to be grandfathered in to their outhaul spot if their vessel is larger or small than the new length requirements. This will be placed on the agenda for the January meeting.

XII. Adjournment

There being no further business, Chairman Banks adjourned the meeting at 6:10 p.m.

Attest,



Joan Rich, Harbor Clerk

Approved as written
PLANNING COMMISSION MINUTES
January 3, 2024
7:00 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:02pm and the following members were present:

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

Not present: Rosemary Enright - Secretary

Also present:

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

II. Citizen’s Non-Agenda Item - none

III. Correspondence

1. TRC Development Plan Approval, Michael Jewell, 8 Baldwin Court, Plat 9 Lot 594
2. AFDU Approval, Judy & Benjamin Malcom, 45 Blueberry Lane, Plat 10 Lot 103
3. Development Plan Review and Approval, Nicholas DiGiando, West Ferry Properties, LLC, 129 Narragansett Avenue, Plat 9 Lot 10
4. Development Plan Review and Approval, Elizabeth & Evan Pinto, 39 Pierce Avenue, AP 9 Lot 48

IV. New Business

1. No items at this time.

V. Old Business

1. Community Survey review

Bryer reviewed the changes to the survey since the first draft.

Question 27: new verbiage was added to the question

Questions 28 & 29: new questions pertaining to aquaculture

Question 32: added pickleball as a response option and separated out bicycle path and walking paths

Question 35: separated out bathrooms and parking

Question 36: this is a new question

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January 3, 2024
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Question 38: this is a new question
Question 4: new verbiage was added to the question
Question 47 & 49: the figures have been updated for the last fiscal year
Question 50: the question was updated to the past 2 years, instead of 5 years
Question 51: the numbers have been updated
Question 53: this is a new question
Question 55: this is a new question
Question 56: this is a new question
Question 57: this is a new question on tourism and we can discuss if needed
Question 59: – added pedestrian to the question
Question 60: separated to include bicycle routes and pedestrian routes
Question 63: this is a new question
Question 64: this is a new question
Question 70: this is a new question
Question 70: this is a new question
Question 71: this is a new question
Question 74: new verbiage was added to the question
Question 76: this is a new question
Question 77: this is a new question
Question 84: ‘work from home’ was added to the responses

Discussion ensued on the demographics questions at the end of the survey. The following questions will be moved to the beginning of the survey:

Question #78: year-round resident, seasonal resident or property owner
Question #79: do you rent or own your home?
Question #82: how many people and age range in household?
Question #86: what is total annual income?

Discussion ensued on how partial data is tabulated in the survey. Kolb will review how it is integrated in the results.

Discussion ensued on letting people know that they can stop and re-start the survey on the main page. Bryer said to remove the listing of all the issues and change to 11 various issues.

Question 36: change docks to town docks? Bryer will ask the Harbormaster if this is doable?

Questions 4 and 5: capitalize QUANTITY

Questions 7 and 8: capitalize QUALITY

Commissioner Cochran said that the maps in questions 4 and 7 did not show up in his survey and he used a mac computer.

Questions 31, 32, 34 and 35: remove the logic so everyone can answer each question

Question 57: will be changed to “Is summer tourism important/beneficial for Jamestown?”

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Discussion ensued on question 63 regarding who pays at electric charging stations? Bryer said that the question is an opinion questions, not getting into the details of who pays.

Discussion ensued regarding impact fees for affordable housing vs. open space. Bryer explained that there can be multiple impact fees and gave the example of Orange County in Florida having five different impact fees.

Commission Harrison asked is question should be added regarding the beaches and beach passes? Bryer said that the Town Council is in tune with this issue.

Discussion of community survey timeline ensued. The survey can be live within a couple of weeks. Residents and property owners will be a given a month to fill out the survey. The survey will be advertised in the Jamestown Press, on the Town website, to all the committees in town and will ask it to get posted on the Jamestown Recreation page on Facebook. Members of the committees will be encouraged to share the information with their family and friends. Once survey is complete, the data and cross tabulations will be analyzed. The results will be shared with the Planning Commission.

VI. Reports

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

Bryer said that there are no applications to review for the next meeting. There may or may not be a meeting on January 17, 2024. The Zoning Ordinance was supposed to go before the Town Council for a public hearing on January 16, 2024. It is postponed and will probably be on Monday, February 5, and we will keep you updated. Bryer said that she is working on: updating the Comprehensive Plan, updating the subdivision regulations and awarding a bid for the Hazard Mitigation Plan. Bryer said that she is thinking about setting a date and time every month for TRC meetings. Last year there were 18 TRC meetings. This is in-line with what other local communities have in place.

Commissioner Swistak asked if the Town Council voted on water moratorium? Bryer said that they did for a 6-month period. The water and sewer regulations are in the process of being updated. The regulations are going to change. The moratorium gives the Town Council time to review the results without pressure of applications coming in before the change. Bryer said that she was not at the Town Council meeting.

Commissioner Pendlebury asked for further information about the legislative changes. Bryer will re-send the write up from Ursillo, Teitz and Ritch. Some the changes went into effect in July and some were effective on January 1, 2024.

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

1. December 6, 2023

Planning Commission Minutes

January 3, 2024

Page 4 of 4

A motion was moved by Commissioner Cochran and seconded by Commissioner Pfeiffer to approve the minutes from the December 6, 2023 meeting as written. All in favor. Commissioner Swistak recused himself from the vote.

VIII. Adjournment

A motion to adjourn at 8:02 pm was moved by Commissioner Pfeiffer and seconded by Commissioner Cochran. All in favor.

Attest:

Carrie Kolb

**POLICE PENSION PLAN COMMITTEE
JAMESTOWN, RHODE ISLAND**

October 18, 2023

An advertised meeting of the Police Pension Plan Committee was scheduled to convene at 8:30 AM by Christina Collins, Finance Director. The following members were present:

Lt. Angela Deneault, IBPO Union Rep
Anthony Antine, Committee Chairman

Absent: Edward Mello, Town Administrator (recused)

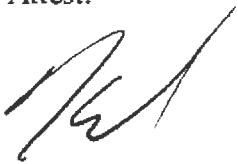
Also present were: Keith Ford, Deputy Town Clerk

Ms. Collins opened the discussion of minutes from May 26, 2021, June 9, 2022, and October 12, 2023. Lt. Deneault made a motion to accept the minutes with a second by Mr. Antine. Vote; Mr. Antine, Aye; and Lt. Deneault, Aye. Vote Passed unanimously.

Ms. Collins opened the discussion of the approval of Retirement Pension for Edward E. Mello. A timeline of Mr. Mello's employment was reviewed. Mr. Mello started participation in the Pension Plan on September 19, 2011 and terminated on June 30, 2023. Financials as described as by Ms. Collins. Lt. Deneault made a motion to grant the Police Pension to Mr. Mello with a second by Mr. Antine. Vote: Lt. Deneault, Aye; and Mr. Antine, Aye. Vote Passed unanimously.

Lt. Deneault made a motion to adjourn with a second by Mr. Antine. Voted: Lt. Deneault, Aye; Mr. Antine, Aye. Vote Passed unanimously. Meeting was adjourned at 8:35 AM.

Attest:



Keith Ford
Deputy Town Clerk

Cc: Police Pension Plan Committee (3)
Christina Collins, Finance Director

Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI
Wednesday, October 18, 2023
Meeting Minutes

Call to Order. Jim called the meeting to order at 6:35 pm.

Roll Call. Committee Members In attendance: Beth Herman, Michele Foster, Richard Kingsley, Jim Simmons, Donna Repko, Darcy Magratten, Tom Waddington, Steve Saracino, Barbara Lundy. Guest: Marian Falla

Introduction of Guest: Marian Falla introduced herself as a neighbor of the property at 69 Green Lane.

Reading and Approval of Meeting Minutes. Michele made a motion to approve the minutes from the September 20th, 2023 meeting. Jim seconded the motion and all voted to approve the minutes.

Communications.

- a. Sept. 6th email question from Rob Smith of EcoRI News re Jamestown Tree Nursery. Jim is following up.
- b. Oct. 2nd email question from Tom R. of Jamestown Press re lanternflies in Jamestown. No sightings were reported by TC members.
- c. October 4th email from Andrew Huntley-Robertson re potential tree planting at 69 Green Lane.

There are presently no trees on the property, which was clear cut for new construction two years ago. The site had been previously wooded. There was general agreement that additional tree(s) on the town land in front of the site would be beneficial to the local tree canopy. A discussion was held as to how to proceed. Darcy suggested we contact the homeowner directly to explain the tree nursery program. Marian agreed to provide contact information and to water any trees planted. It was also noted that it would be useful to tighten up the site plan application process for new construction in general. Tom and Jim agreed to follow up. Steve noted that he had been called in in similar situations, and is sometimes able to talk to the property owner about tree retention, but that this did not happen in this case. It was also suggested that the TC develop a formula for the number of trees which would be made available from the nursery for any given site, possibly based on lot frontage.

- d. Oct. 6th email donation question from Rose Natale of the Quononoquotee Garden Club. Beth will follow up with Tina Collins.

Tree Warden Report. Please see attached.

Tree Nursery - Tom will meet with Steve on Saturday. Michele reported that she had found a possible free solar panel for the new nursery shed from Doug Sabetti at Newport Solar. We will need an electrician to install. Doug may be able to make suggestions. Jim noted that the Town hooked up the previous one. Michele noted she will now research obtaining drip irrigation, and possibly even a shed. She will check with a local homeowner who is demolishing a shed. Steve noted that DPW has offered to build the shed, including pouring the pad. We may need to review the new grant regarding use of approved funds.

Steve has purchased some new trees for the nursery, and some have been planted in new locations. He will update Darcy so that she can update the website.

Marian mentioned that she had several young black walnut trees which she would be willing to donate to the tree nursery. Lois Migneault also has some baby oaks and hickories that could be transplanted.

Unfinished Business

a. Update on the status of appeal of town tree warden recommendation to remove tree located in public right of way on Seaside Drive. The outcome of the vote by the Town Council to retain the tree with interventions was discussed.

b. Bike path: After meeting with Steve, Donna presented proposed site plans for the path using in part trees from the nursery. The plans were very well received by the TC. Steve noted that Mike Gray would like to see some shade on the northern portion as well as plants near the pumphouse. It was noted that the plantings should not obstruct the opposite homeowners' view. Shrubs and small trees such as dogwoods were proposed. These could also be placed along the reservoir edge to discourage Canada geese and assist with runoff. Donna suggested enlarging a section of the plan - possibly 100' - and developing a repetitive plan to create a theme. We could then present the town with a finished plan. It was proposed that trees planted from the nursery would be tagged, but that tags are expensive. Steve noted that the DPW plans to clean up the entry area. Addition of benches to the entry area was suggested. They could be donated, as at Fort Getty and Fort Wetherill. Re the reservoir, Beth noted that it was possible to clear phragmites by hand, possibly by Eagle Scouts. Maybe a grant could be obtained. Need to coordinate with the Conservation Commission. Beth agreed to distribute the GIS map noting all town properties on the island. Donna asked when the bike path planting would be done. Early spring is expected. We will need to tag all nursery trees to be used to keep them from being given away.

c. Town tree inventory grant: Richard plans to restart the inventory soon, focussing on the southern portion toward Beavertail. He will send out an email.

d. New Tree nursery grant: We await final approval.

e. Website and publicity.

f. Lectures and activities: review of upcoming lectures, walks, etc.

Re neonics: Darcy is trying to set up a meeting with Nancy Bryer to halt town use and educate people. The Conservation Commission and bee organizations are interested. She will keep us informed.

New Business:

Potential pickleball court location on bike path. Seems unlikely given the status of the area as for passive recreation only.

Liaison and Other Reports: None.

Open Forum. None

Future Agenda Topics: Items of Interest for next meeting.

Michele proposed developing a method to protect notable trees on ROWS and private property. Darcy sent a letter to John Campanini of the Rhode Island Tree Council asking if he was familiar with any such legislation. Jim suggested looking for examples from other towns. Richard asked what we can do now if we see someone cutting a tree. We can only call Steve. Tom noted that there should be some penalty. Michele noted that potential purchasers need to be informed about their trees. Marian noted that she believed there were some towns in New Jersey with ordinances, as well as possibly Essex Ct. Donna believes Concord Mass. may have one.

Adjourn. Richard made a motion to adjourn. Michele seconded. All voted in favor. The meeting was adjourned at 8:37.

The next meeting is scheduled for Wednesday, November 15th.

Respectfully submitted
Beth Herman, Secretary

Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI
Wednesday, November 15, 2023
Meeting Minutes

Call to Order. Jim called the meeting to order at 6:38 pm.

Roll Call. Committee Members In attendance: Beth Herman, Michele Foster, Richard Kingsley, Jim Simmons, Donna Repko, Darcy Magratten, Tom Waddington, Steve Saracino. Absent: Barbara Lundy.

Guest: Dick Steinbach

Reading and Approval of Meeting Minutes. Jim made a motion to approve the minutes from the October 18th, 2023 meeting. Darcy seconded the motion and all voted to approve the minutes.

Communications. Darcy reported that a request had been received on the Tree Committee website for replacement of a town tree which had fallen down. Steve S. will follow up.

Tree Warden Report. See attached. All requests have been completed except for 85 Melrose.

Tree Nursery: Jim and Steve clarified the area within the nursery which will be used to shelter baby trees. It will be 6'X16' in two rows. Jim and volunteers will mark off the area this weekend. Anyone who is donating small trees (1" caliper or less) should bring them. Donna will follow up with Lois Migneault and Marian Falla. DPW determined that the shed to be donated by Michele's client would work for the nursery. It measures 12'x18.' DPW will move it in the spring. A thank you letter will be sent. Jim noted that his high school student volunteers are working in teams of three, receiving community service hours. They will be doing some mulching. It was noted that the Town should copy all Tree Committee members when a tree related request is received by the Tree Warden. Beth will follow up.

Unfinished Business:

a. Bike path: Donna reviewed the preliminary plans for the bike path including the reservoir area with Mike Gray, who was enthusiastic. He verified that the front entry area will be cleaned up. He suggested that the area near the nursery have groups of trees and a meadow effect, with native plants ok. A stone wall will be built along Eldridge Avenue.

Steve and Donna noted that Morningstar Nurseries has 15'-18' native trees in 15 gallon pots which would be a good choice for the area. They include birch, tulip trees, tupelo, maples, chokecherry and staghorn sumac and cost \$140-\$160 wholesale. Mike Gray envisions trees up the ROW to Godena Farms. The current path will be paved by Thanksgiving. He noted that the Town could provide \$10,000. This could be supplemented by grants and gifts.

Donna presented three sketches of 1,000 linear foot segments of 12'x50' which could be repeated within the larger plan. The actual layout may be dictated by the soil and slope conditions. There is a 4'-5' wide mowing strip along the inside of the stone wall by the reservoir. Test pits and soil samples need to be dug to determine the quality of the soil, which may include old road debris. She distributed a list of potential native plants.

It was noted that a planting sequence needs to be developed, with major trees first, shrubs second. Steve and Donna will develop a budget. It was noted that since the cost will likely be well in excess of \$10,000, a fund-raising plan will be needed. Mike Gray noted that there is a list of people who would like to contribute trees. The Tree Committee hopes to present its preliminary plans to the Town Council in January to familiarize them with the plan ideas to date. This could be followed at a later date by a more detailed presentation. Darcy will prepare graphics.

The Tree Committee will meet next Sunday at 2:00 at the bike path to walk the space with the plans and take soil samples.

The existing pine trees adjacent to the reservoir will be trimmed and unhealthy ones removed this winter.

b. Town tree inventory grant: Richard, Tom and Barbara surveyed additional areas south of Hamilton Avenue. There is only a small area remaining to be surveyed south of Narragansett Avenue. We have not received reimbursement for the grant expenditures yet. Beth will follow up with RIDEM.

c. New Tree nursery grant: Steve is working with Lou Allard to schedule a site visit. Michele may have a donation source for the irrigation hose. The pump can be located in the shed.

d. Website and publicity updates: Darcy created hangers to put on doorknobs of people's houses who could benefit from street trees, explaining how they could request them. We will need more small trees which will fit under the power lines. Steve will follow up. RI Energy has a list of suggested trees. Darcy will post photos of the student volunteers on our website.

e. Lectures and activities: review of upcoming lectures, walks, etc. Beth reported that Dr. Alm of URI has agreed to give a lecture concerning pollinators and pesticides. Darcy will

follow up with other interested Jamestown organizations to coordinate. The lecture may occur in January or February.

Darcy, Summa and Lisa met with Mike Gray to discuss the dangers of use of neonics by the Town. Mike expressed concern and noted that the Town was aware, with an island-wide ban in the works. Darcy and Summa will make a presentation to the Town Council in January. They will also check with CISF. A question was raised about the golf course.

New Business:

Potential revisions to the Town tree ordinance. Beth read an email from Lou Allard of RIDEM containing suggestions on how to develop a tree protection plan. He recommended hiring a consultant to develop it to ensure that it is enforceable. Michele reported that she met with Natasha of the Newport Tree Conservancy. It was noted that the Newport ordinance does not protect heritage trees. The Providence ordinance does protect significant trees. It was noted that the Concord Massachusetts ordinance is the most comprehensive. It requires that every property have minimum canopy coverage as part of the building application. Dick noted that in California you must get permission to remove a tree, and you must replace it. Certain designated trees cannot be removed. It was again stressed that these requirements must be included as part of the building permitting process. Jim noted that the town recently added an additional sustainability officer. Possibly this person could assist in revising the ordinance.

It was noted that Steve S. is up for reappointment as the town Tree Warden. Beth made a motion to reappoint him, seconded by Jim. The motion passed unanimously.

Liaison and Other Reports: None. The new trail map has been issued. The cost is \$2.00.

Open Forum. None

Future Agenda Topics: Items of Interest for next meeting. None.

Adjourn. There being no further business, Beth made a motion to adjourn. Donna seconded. All voted in favor. The meeting was adjourned at 8:25.

The next meeting is scheduled for Wednesday, December 20th.

Respectfully submitted
Beth Herman, Secretary

Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI
Wednesday, December 20, 2023
Meeting Minutes

Call to Order. Jim called the meeting to order at 6:35 pm.

Roll Call. Committee Members In attendance: Beth Herman, Michele Foster, Richard Kingsley, Jim Simmons, Donna Repko, Darcy Magratten, Tom Waddington, Barbara Lundy.
Absent: Seve Saracino
Guest: None

Reading and Approval of Meeting Minutes. Michele made a motion to approve the corrected minutes from the November 15th, 2023 meeting. Jim seconded the motion and all voted to approve.

Communications. Darcy reported that a request had been received on the Tree Committee website from Edwina Cloherty for advice about getting an x-ray of an old walnut tree on her property whose health is concerning her. She also requested planting of a magnolia tree on Narragansett Avenue. Steve S. is following up.

Tree Warden Report. No report this month.

Tree Nursery: Jim reported that some of the smaller trees were eaten by critters. Tree guards have been placed. The small tree bed fence (2 ½') has since been placed. The small tree area currently contains nine trees.

Unfinished Business:

a. Bike path: Donna showed the committee the preliminary presentation boards she had prepared for the proposed bike path plantings, including details of a planting pattern and elevations showing future growth. Everyone was very impressed. A discussion followed of the design aspects. The current plan contains 67 trees and 132 shrubs. The present goal is to provide a line of trees to shade the bike path along the North Road, but this may prove difficult due to the north/south orientation. Jim noted that planting of shrubs won't block views of the reservoir and will also prevent erosion. The areas around the pump house and the bike path entrance on Eldred Avenue were discussed. Some of the large trees currently in the nursery could be used in these areas. It was stressed that we need to get additional feedback from the town and Mike Gray concerning more details and budget prior to the 2024 budget meeting. A presentation to the town council was proposed, possibly for the January 16th meeting. Jim and Donna will follow up with Mike Gray and Roberta Fagan.

b. Town tree inventory grant: Richard will distribute the final report. Beth will follow up on reimbursement. Nursery tree distribution was discussed. It was agreed that small trees should be offered in town first, with one per house.

c. New Tree nursery grant: Lou Allard of RIDEM visited the nursery on December 5th and met with Jim, Steve and Beth. He received a tour of the nursery and appeared pleased with the work to date. He agreed that given the possibility of receiving donations for the shed and irrigation system, the grant funds could be used flexibly for related work in the nursery. He also suggested installation of a gravel bed, which could be funded by a future grant. We walked the bike path up to the North Road. Lou said he would also be supportive of a grant for tree planting along the path.

Regarding the new irrigation system, Jim will work between now and April. He will make a list of what we have and what we need. We have a tank but need a pump. Jim will work with DPW concerning pouring the form. Michele noted that the donated shed will have to be stabilized prior to moving. She will try to locate a pump. She also noted that RI Nursery might have a hoop house and that Hoogendoorn Nurseries in Middletown is closing and might have useful materials available.

d. Website and publicity updates: Jim will provide photos of volunteers to post on the website. Steve S. will update the nursery inventory.

e. Lectures and activities: A meeting will be held with town officials to discuss pesticide use on February 5th. The Dr. Alm lecture should be scheduled afterwards, possibly for April.

New Business:

Potential revision to the tree ordinance: Sample ordinances were distributed for review and discussion. Jim noted that he liked the Providence ordinance except for its financial penalty limitation. Jim will have a talk with our building inspector.

It was noted that Thorncroft, which contains several mature trees, was just sold. Significant trees include a very large Chinese chestnut, a massive weeping beech, and a cucumber magnolia. Michele noted that caring for an old tree can be expensive. She proposed starting a stewardship fund to provide positive reinforcement for property owners with such trees.

Liaison and Other Reports: Barbara reported that the new trail map has been issued. The Conservation Commission is currently working on updating the ROW map. There was considerable storm damage at Mackerel Cove. The beach grass will need to be replanted. Anne Kuhn will continue as chairperson for one year. An additional member has been added to the commission.

Open Forum. None

Future Agenda Topics: Items of Interest for next meeting. None.

Adjourn. There being no further business, Michele made a motion to adjourn. Darcy seconded. All voted in favor. The meeting was adjourned at 7:51.

The next meeting is scheduled for Wednesday, January 17th, 2024.

Respectfully submitted
Beth Herman, Secretary

**Jamestown Tree Preservation and Protection Committee
Attendance Log 2023**

	Jan 25	Feb 15	Mar 15	Apr 19	May 17	Jun 15 (6)	Jul 19	Aug 16	Sep 20	Oct 18	Nov 16	Dec 21
James Simmons	P	P	P	P	P		P	P	P	P	P	P
Beth Herman	P	P	P	P	P		A(6)	P	P	P	P	P
Darcy Magratten	A	P	P	P	P		P	P	P	P	P	P
Richard Kingsley	P	P	P	P	P		P	P	P	P	P	P
Donna Repko (1)		P	P	A (6)	P		P	P	P	P	P	P
Michele Foster (1)		P	A	P	P		P	P	P	P	P	P
Steve Heath (4)	A	A	A	-	-		-	-	-	-	-	-
John Murphy (2)	P	-	-	-	-		-	-	-	-	-	-
Walter Bopp (3)	P	-	-	-	-		-	-	-	-	-	-
Tom Waddington (5)								P	A	P	P	P
Steve Saracino	P	A(6)	P	P	A		P	A	P	P	P	A
Barbara Lundy	P	P	P	A	P		A	P	P	P	A	P

- (1) Term commenced 2/23
- (2) Resigned 11/22
- (3) Resigned 1/23
- (4) Resigned 3/23
- (5) Term commenced 8/23
- (6) By phone
- (7) No meeting

Tax Assessment Board of Review Attendance Log 2023 /2024 for the 2023 bill. Started January 2024. Ended January 30, 2024

Present: P

Absent: A

	January 23	April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
William Dawson	P									
Stuart Rice	P									
Dave Dolce	P									
Beth Smith	P									
Christine Brochu	P									

2023-2024 Board Members

William Dawson
Chairman

Stuart Rice
Secretary

Dave Dolce
Regular member

Beth Smith
Alternate member

TOWN OF JAMESTOWN TAX ASSESSMENT BOARD OF REVIEW

MEETING MINUTES
Tuesday, January 23, 2024
3:00 PM - Town Hall

I. Organizational set up of officers

The Tax Assessment Board of Review met in the Town Hall Conference Room, 93 Narragansett Avenue, Jamestown, RI on January 23, 2024 at 3:10 pm and started the organizational meeting of setting up the officers. David Dolce recommended to appoint William Dawson as Chairman. It was seconded by Stuart Rice. All were in favor. William Dawson recommended to appoint Beth Smith as Secretary. It was seconded by David Dolce. All were in favor.

II. Call Meeting to Order / Roll Call

The following people were also in attendance: Board Members – William Dawson (Chairman-), Beth Smith (alternate member / secretary), David Dolce (member) Stuart Rice (member), Christine Brochu (tax assessor).

III. New Business:

Appeal for 2 Clarkes Village Lane, Varonjan & Vartanoosh Karentz. The owners attended the meeting. Mr. Karentz explained there are two major issues, erosion and water run-off from the street. This has been occurring for many years. He showed the board pictures and a survey. He requested the land size be adjusted from 9,000 square feet to 7,000 square feet. He explained his lot is getting smaller because of storms and sea level rise. The board explained that there is a depreciation on the land for the topography. David Dolce explained that the land size could be changed if a current survey was approved by the planner and recorded at town hall showing a smaller lot size than what it described in his deed. The board reviewed the information submitted with the appeal.

Motion: David Dolce made a motion of no change to the value and deny the appeal. Seconded by William Dawson. All were in favor.

I. Schedule next meeting(s) or accept and approve the minutes of the January 23, 2024 meeting

No additional meetings were scheduled. The Board discussed and decided to accept the minutes as drafted for the January 23, 2024 meeting.

Motion: Stuart Rice made a motion to accept the January 23, 2024 meeting minutes. David Dolce seconded the motion. All were in favor.

IV. Adjournment

Motion: David Dolce made a motion to adjourn. Sturt Rice seconded the motion. All were in favor.

The meeting adjourned at 4:10 PM

_____, Secretary- Beth Smith
Tax Assessment Board of Review



TOWN OF JAMESTOWN

Harbor Department

250 Conanicut Avenue, Jamestown RI 02835

Tel: (401) 423-7190 Fax: (401) 423-3710

Date: 12 January 2024

From: Jamestown Harbor Director

To: Jamestown Town Administrator

Subject; Request Town Council Approval For Sale and Replacement of HM Patrol Vessel

At the 10 January, 2024 meeting, the Harbor Commission (HC) unanimously approved the sale of the 21 foot Freedom vessel, trailer, and motor via the municipal surplus equipment resale process. The HC also approved the purchase of a 21.5 foot Ribcraft vessel, trailer and motor to replace it.

I presented an extensive trade study that I conducted over the summer months with the support of the Assistant Harbor Master and 3 members of the HC; Mark Campbell (prior Harbor Master) Jim Archibald (former manager Jamestown Boat Yard) and Larry Goss (current Assistant Harbor Master). The trade study collected information about 14 potential vessel manufacturers which concerned vessel operational performance, cost, maintenance history, warranty, company legacy, company proximity to Jamestown, walkaround space, electronics and more. A request for Proposal was issued via the town Finance Director and Town Administrator during September which produced 7 potential offers. Of those seven, only five were determined to provide credible and best value opportunities. The Harbor Commission was provided with periodic trade study updates during the process.

During November and December, the finalists were visited in person with the same four team members. The Newport Harbor Master also supported our team during one of the visits. Final evaluation criteria produced a first, second and third priority and Ribcraft was identified as the vessel that offers the town the best opportunity according to the trade study criteria. I can provide the trade study results if the Town Council is interested in reviewing.

I respectfully recommend that we place a purchase order with Ribcraft Corp. at their production facility located in Marblehead MA during January in order to receive the vessel in time to support HM responsibilities starting in June. Ribcraft offered Jamestown the vessel of choice for a price of \$116,431. Three market value evaluations of the existing HM Freedom vessel by local brokers produced an estimated resale price of \$60,000. Net cost of the replacement vessel should be approx. \$50,000 which will be supported from prior season HC surplus capital funds. No funds are needed from other sources. Finally, it is important to note that a prior trade study was conducted during the summer months, which evaluated purchasing a replacement engine for the Freedom and that study produced a cost estimate of approx. \$40,000. The additional \$10,000 cost represents a best value to the town for the new boat, motor and trailer.

Please let me know if you would like to discuss this further or if you would like additional information prior to submitting this to the Town Council.



TOWN OF JAMESTOWN

Harbor Department

250 Conanicus Avenue, Jamestown RI 02835

Tel: (401) 423-7190 Fax: (401) 423-3710

Respectfully
Steven G. Bois
Harbor Executive Director

Enclosure 1: HM Vessel Trade Study showing finalists

CC: Joan Rich, Jamestown Harbor Clerk



**Town of Jamestown
Tax Assessor**

**93 Narragansett Avenue
Jamestown, RI 02835**

**Phone: 401-423-9802
Email: cbrochu@jamestownri.net**

To: COUNCIL PRESIDENT BEYE, JAMESTOWN TOWN COUNCIL

From: CHRISTINE BROCHU, JAMESTOWN TAX ASSESSOR

Subject: ADDITIONS OF TAXES FOR THE **FEBRUARY 5, 2024** MEETING

Please see the attached.

RESPECTFULLY SUBMITTED,

Christine Brochu

CHRISTINE BROCHU
TAX ASSESSOR

Conditions:

District:

Reported Type: All

DATE: 1/31/2024

YEAR	NAME/ADDRESS	COC INFO	ACCOUNT #	GROSS OLD	EXEMPT OLD	NET OLD	TAX OLD	SEWER OLD
			UNIQUE ID	GROSS CHANGE	EXEMPT CHANGE	NET CHANGE	TAX CHANGE	SEWER CHANGE
			LIST NUMBER	GROSS NEW	EXEMPT NEW	NET NEW	TAX NEW	SEWER NEW
2023	[REDACTED]	18761R	01-0002-28	0	0	0	0.00	0.00
		01/31/2024	4-52	317,400	0	317,400	2,215.45	0.00
Accept		TOWN SOLD-NOW TAXABLE	3772	317,400	0	317,400	2,215.45	0.00
2023	[REDACTED]	18762R	01-0002-28	0	0	0	0.00	0.00
		01/31/2024	4-52	0	0	0	20.00	0.00
Accept		SW/ISDS CHANGE	3772	0	0	0	20.00	0.00

Totals For -2023 R

317,400 2,235.45

Total Inc's: 2,235.45

Total Dec's: 0.00

TOTAL # Of Accts 2

317,400 2,235.45

Grand Total Inc's: 2,235.45

Grand Total Dec's: 0.00

US and Rhode Island STR Markets

January 2024

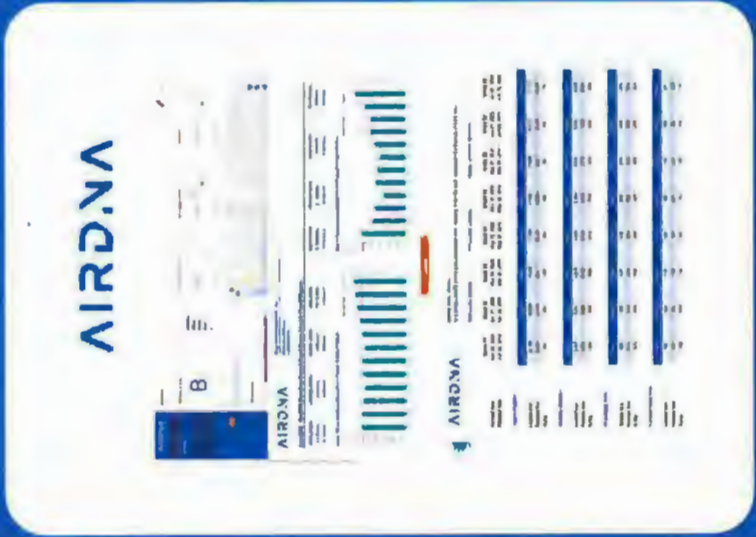
AirDNA: How it works

Providing key metrics from reliable sources for vacation rental managers



airbnb
WPO

Property Management Systems
Channel Managers
Individual Hosts



- Best Markets
- Best properties
- Average Daily Rates
- Occupancy
- Amenity analysis
- Seasonality
- Booking Lead Time

WE HAVE THE LARGEST GLOBAL STR DATA ASSET

120K+
International Markets

10M+
Data on Daily Listings

25M+
Unique Property IDs

6T+
Total Datapoints Collected

7+ Years
Time Building Our Proprietary Data Asset



Leading STR Platforms
25M+
Properties

Partner Data
1M+
Properties

User Contributed Data
80K+
Properties

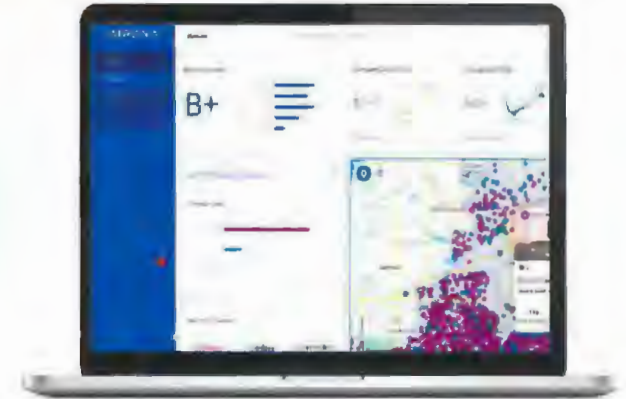
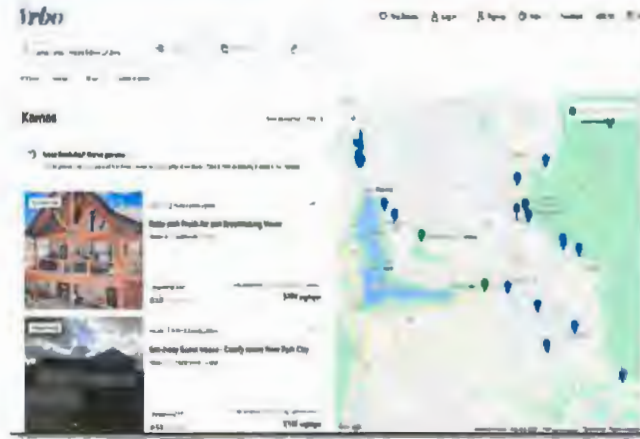
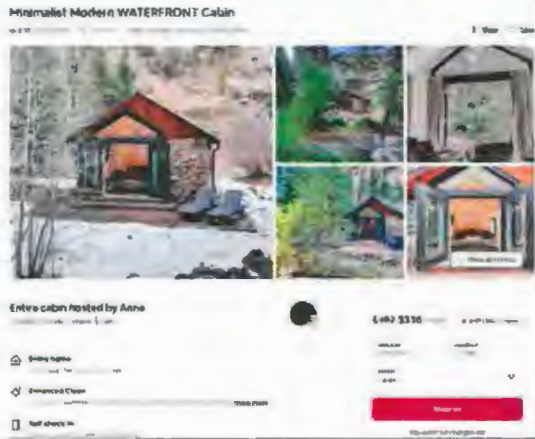
SOURCING AND PROCESSING PUBLIC OTA DATA

1 Aggregated data from Airbnb and VRBO
400K+
IP Addresses

2 Use Matching Algorithm to account for dual-listed properties

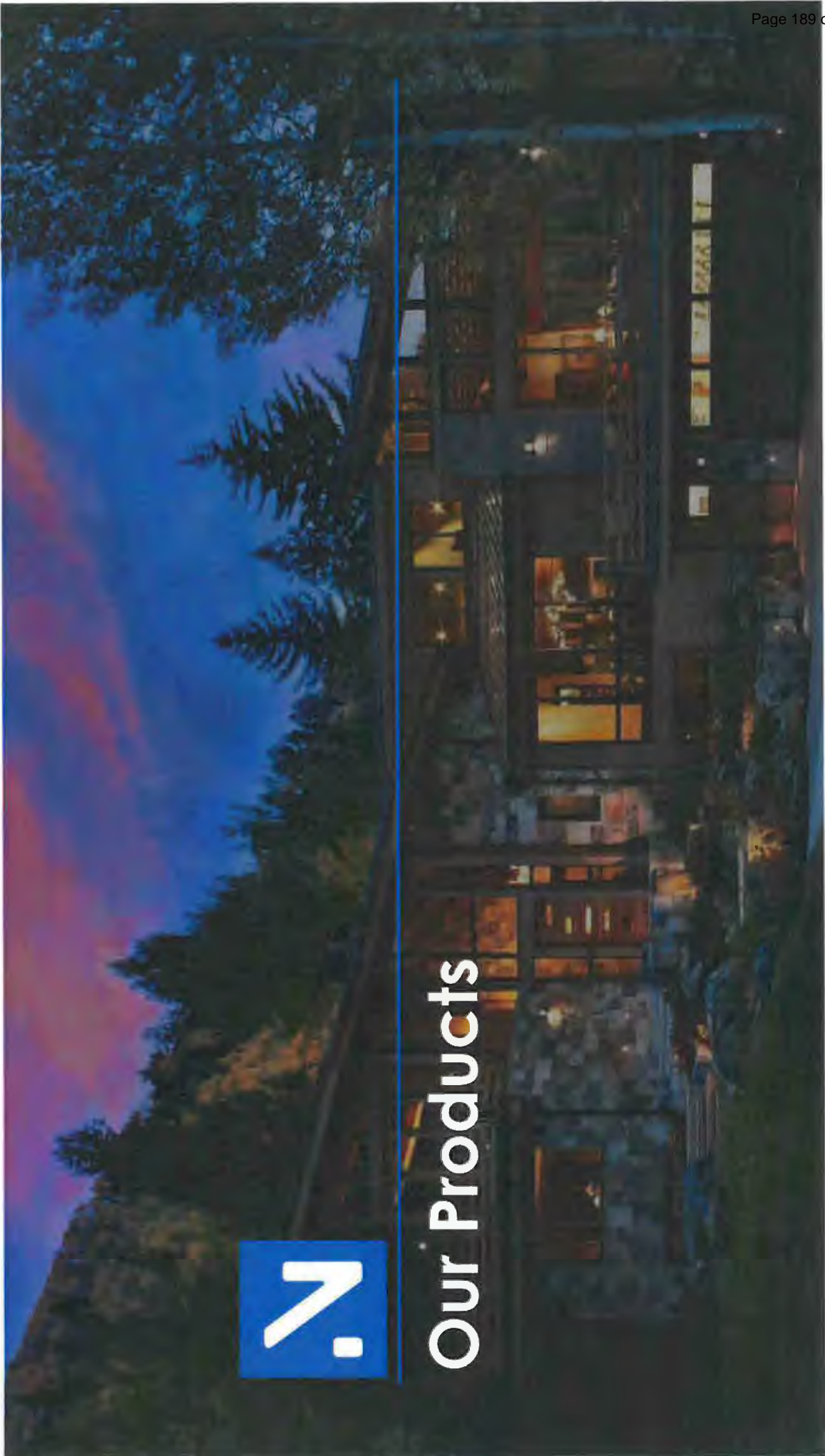
3 Detect reservations based on booked vs. blocked methodology

4 Update MarketMinder and Enterprise data





Our Products



MarketMinder

Online, self-service portal built for individual hosts, property managers, and real estate investors



Competitive Intelligence

Research local STR market trends and key real-time metrics by city or zip code.



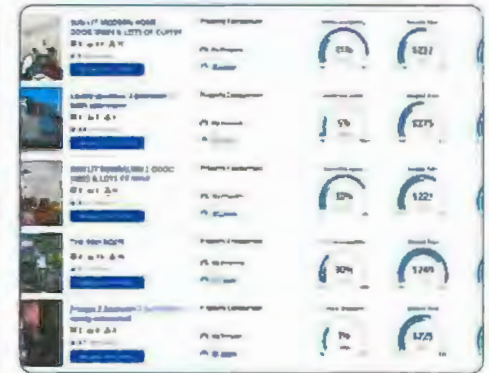
Dynamic Pricing

Control pricing strategy, understanding future demand, booking trends, and seasonality.



Investment Valuation Tools

Our "Rentalizer" valuation tool provides users with estimated STR revenue, operating income, and Cap Rate potential by unique home address.



Property Benchmarking

Create curated comp sets, booking scores, portfolio analytics, benchmark seasonal performance, and receive custom rate recommendations.

Smart Rates & Using Competitive Intelligence

AIRDNA



THE RED DOOR.

3 3.5 10
★ 5 (29 reviews)

Property Comparison

My Property vs 20 Comps

Future Occupancy



Booked Rate



Lead Time



Booking Performance

83

Download CSV

Price Settings

Filters

Available Unavailable

Smart Rate Market Rate Comp Set Rate Demand Score



Place Footer Info Here

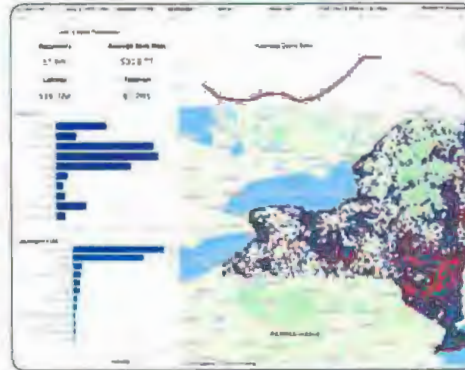
Enterprise Data Solutions

Raw data, dashboards, and market trend reports for large vacation rental managers, tourism boards, real estate, hotel chains, and hedge funds



Raw Data

Raw property ;and listing performance data across global markets. Daily future rate shopping every listing 1 year out. Demand pacing data.



PPD Dashboard

Control pricing strategy, understanding future demand, booking trends, and seasonality.

2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
10000	12000	15000	18000	20000	22000	24000	26000	28000	30000	32000
10000	12000	15000	18000	20000	22000	24000	26000	28000	30000	32000
10000	12000	15000	18000	20000	22000	24000	26000	28000	30000	32000

Market Trend Reports

Off-the-shelf reports include historical monthly/weekly/daily trends of the STR market. Future supply/demand pacing by market.

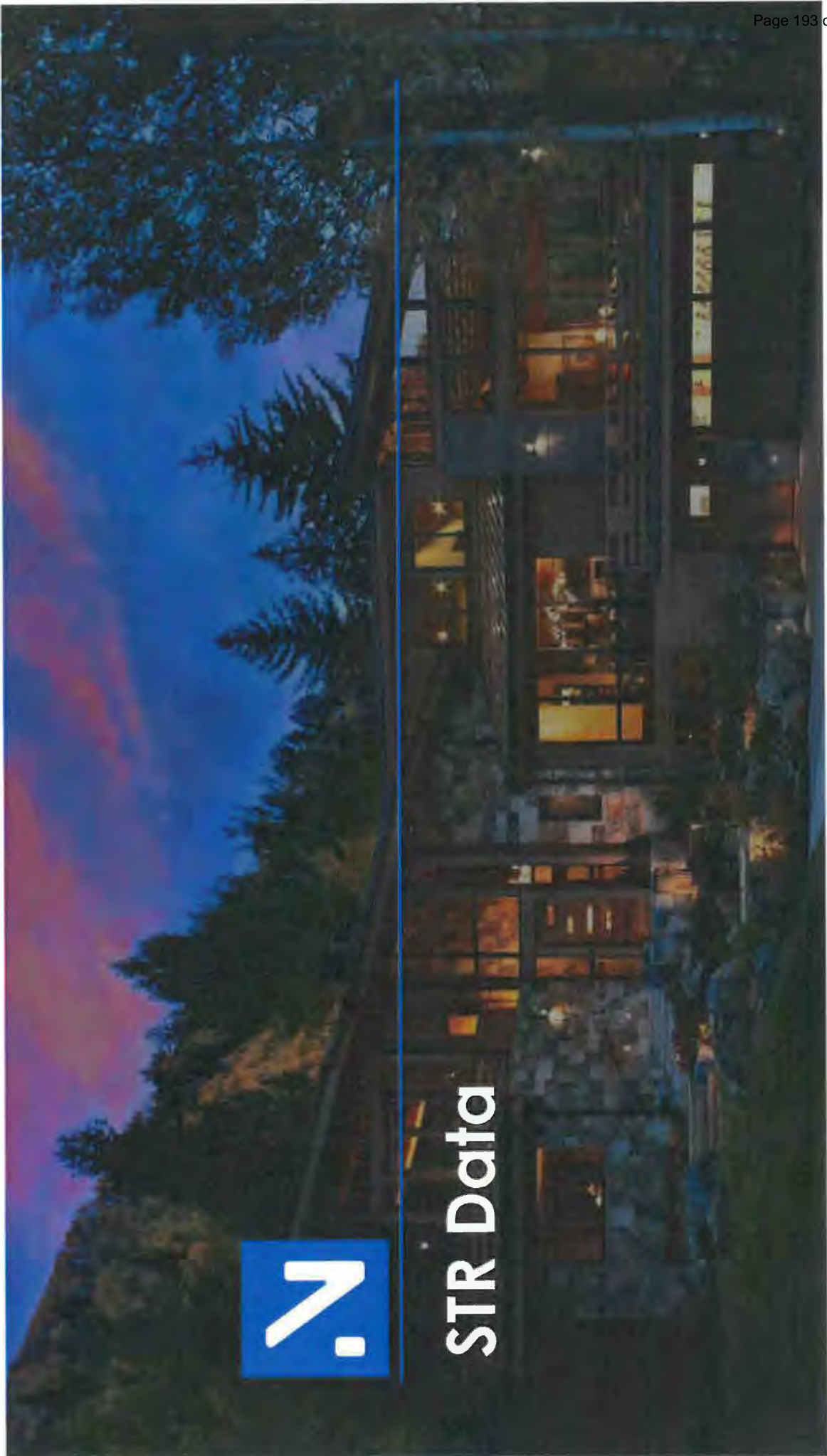


Global Trend Reports

High level view of global supply, demand, revenue, booking by channel (Airbnb & Vrbo) as well as industry totals. Primarily used by global brands & hedge funds.



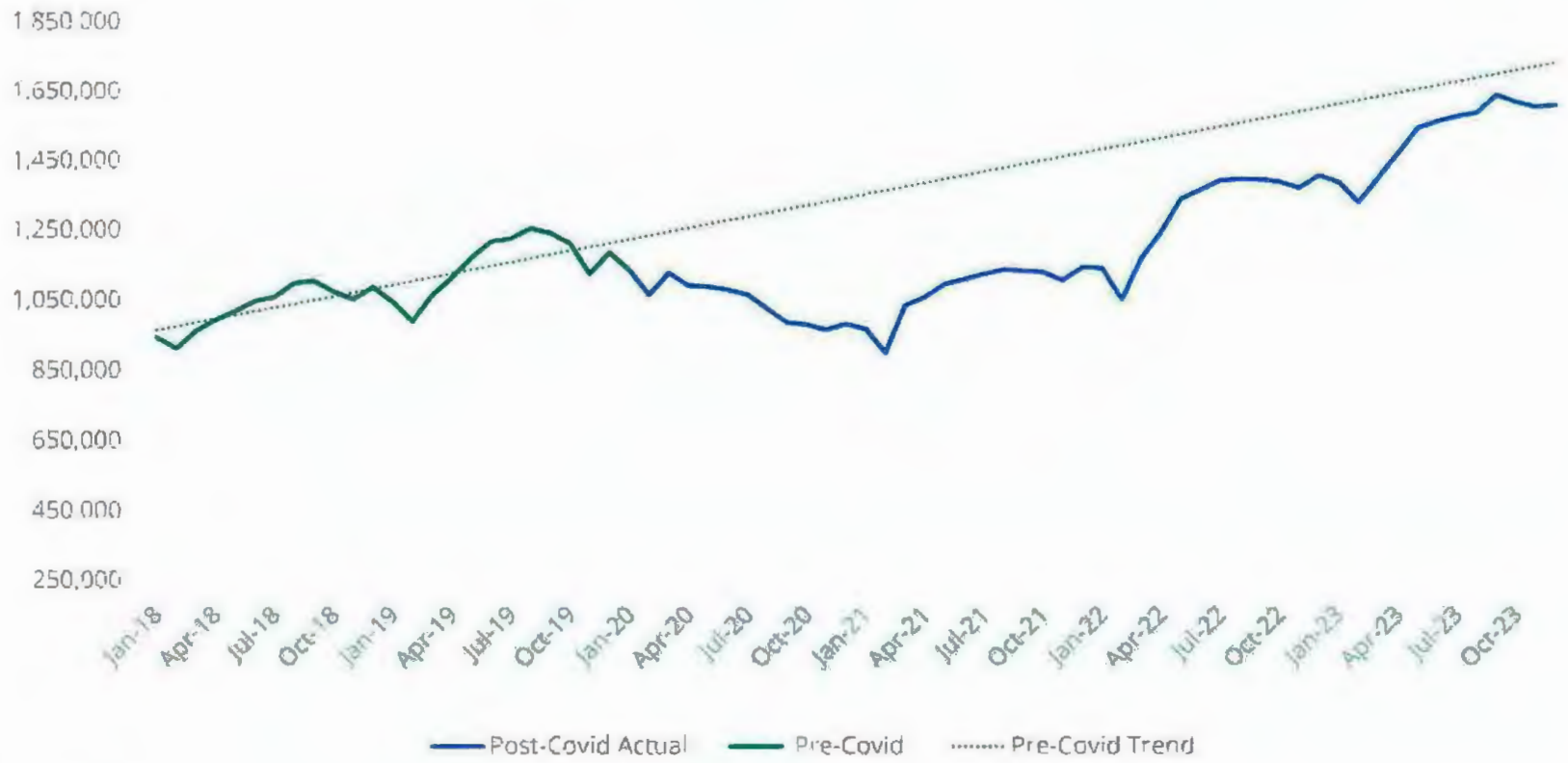
STR Data



December Available Listings Down since High in September, at 1.6M



U.S. Monthly Short-Term Available Listings

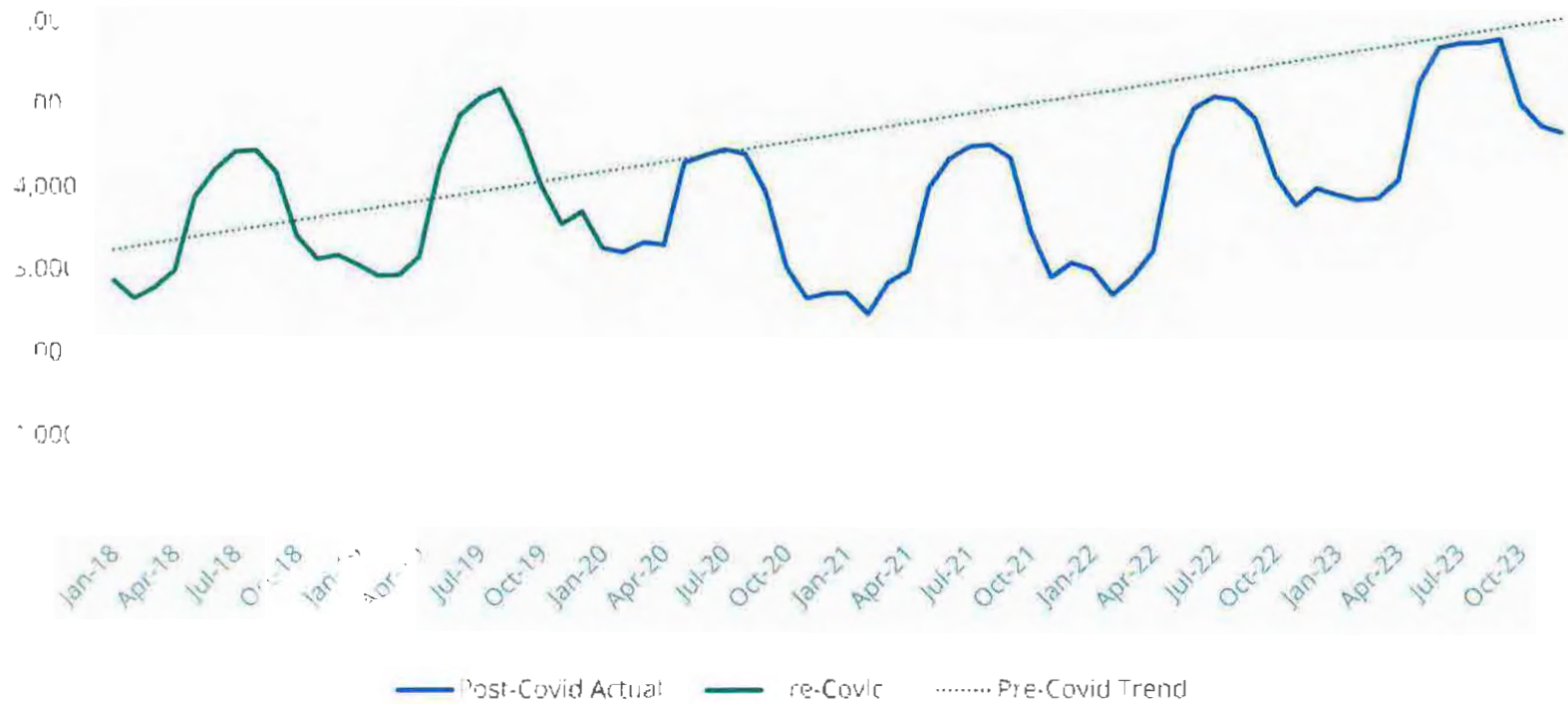


Source: AirDNA

Rhode Island Listings More Seasonal, Not Yet Recovered to Trend



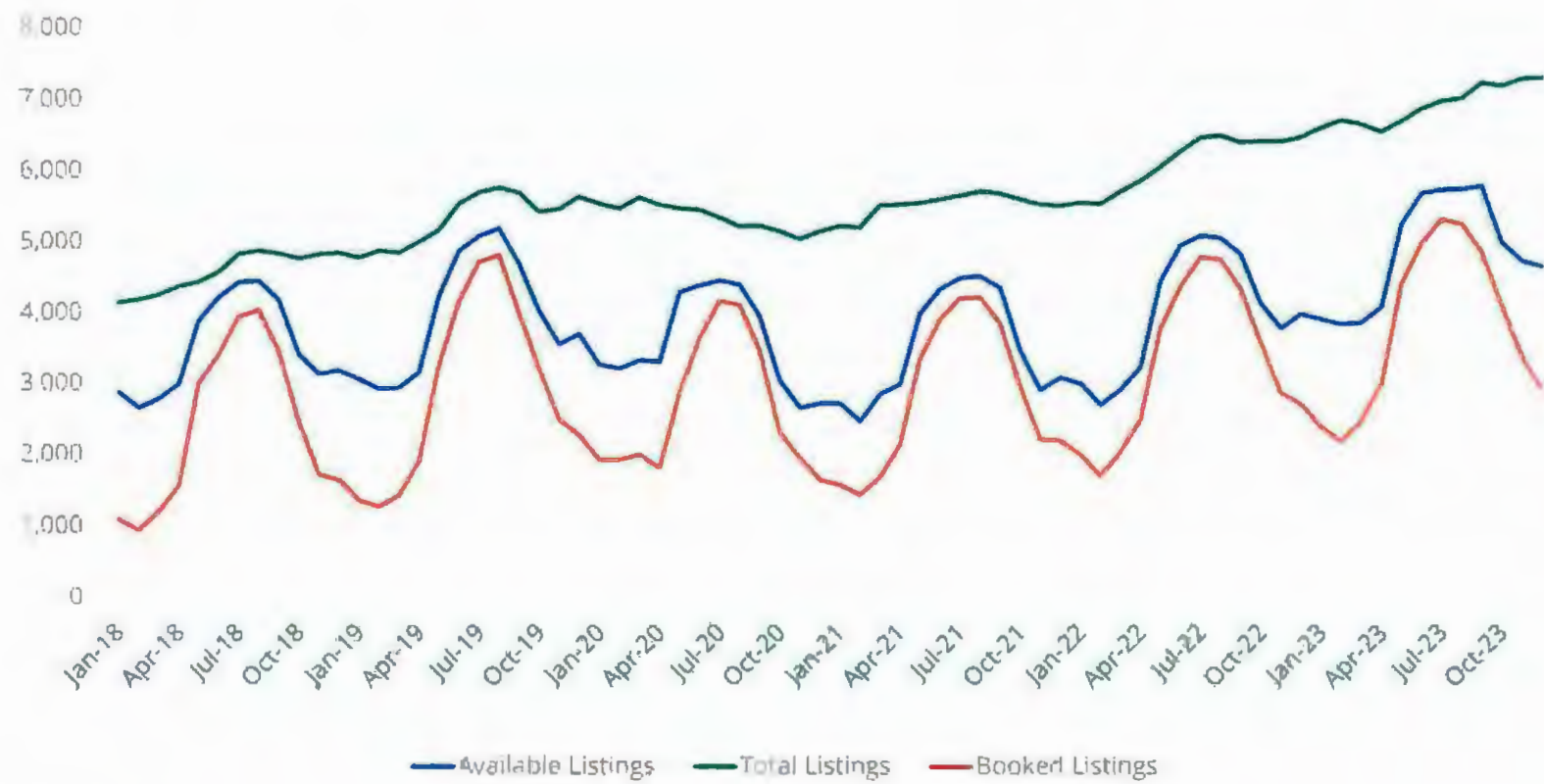
Rhode Island Monthly Short-Term Available Listings



Source: AirDNA

Three Different Ways of Counting Supply

Rhode Island Monthly Short-Term Available Listings



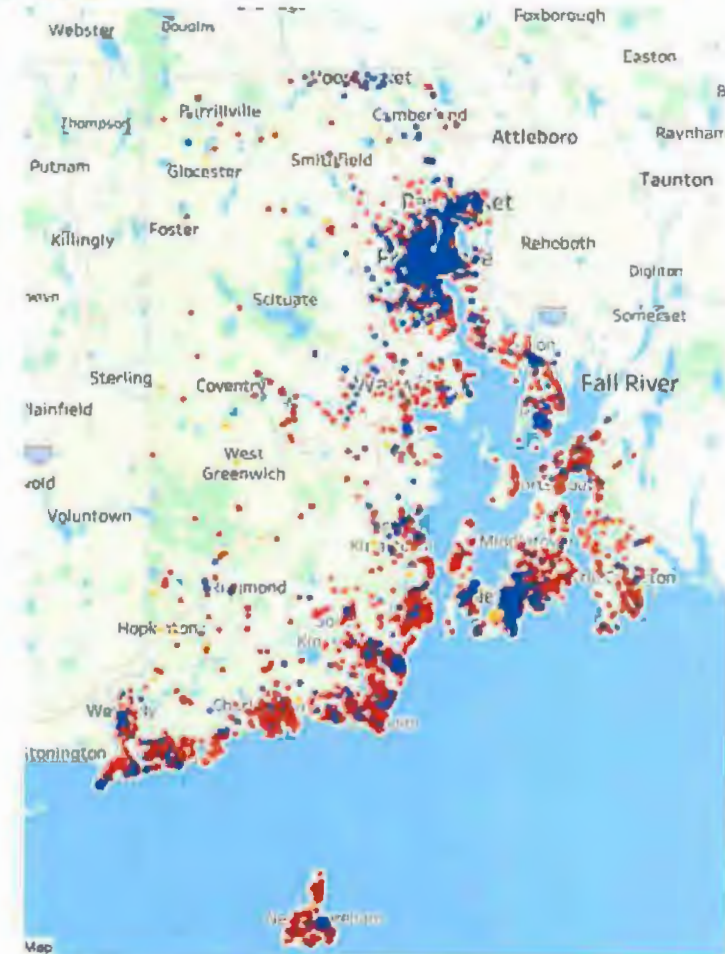
Source: AirDNA

Rhode Island Listings Concentrated in Few Cities

Rhode Island Monthly Short-Term Available Listings

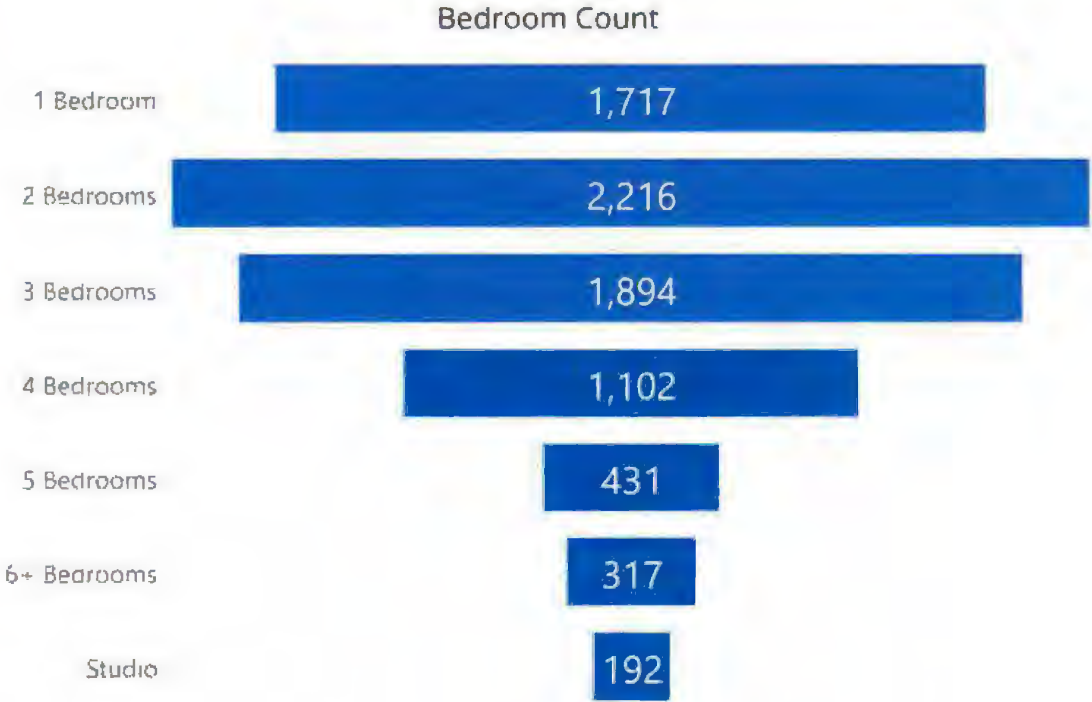
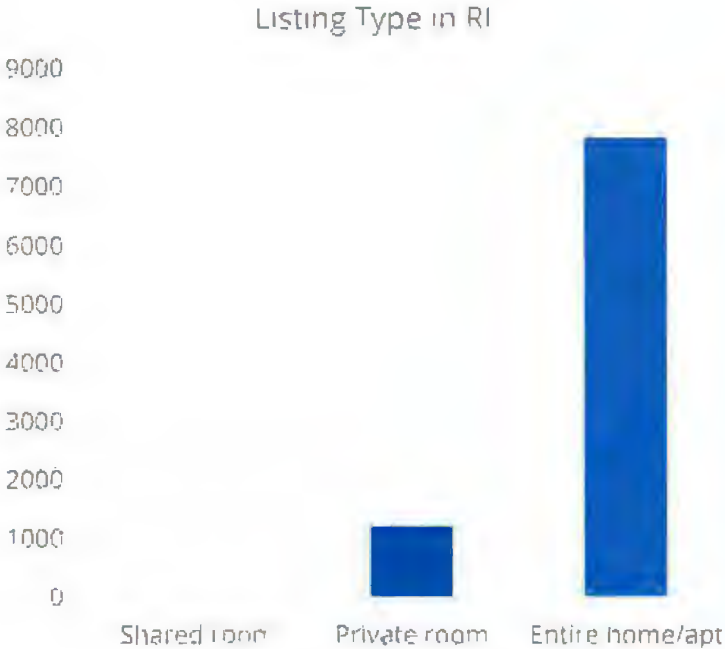
	Avg. Monthly Listings	% Available Full time	% Professional
Newport	1,222	42.1%	34.2%
Providence	1,164	46.9%	9.7%
Narragansett	1,003	12.7%	22.4%
Middletown	490	50.5%	15.2%
Wakefield	412	28.2%	4.6%
Westerly	286	29.3%	1.3%
Block Island	202	17.6%	20.0%
Jamestown	199	45.5%	30.7%
Portsmouth	167	43.8%	13.5%
Charlestown	158	25.9%	3.0%
Bristol	139	38.6%	2.6%
Little Compton	125	33.6%	2.0%
Pawtucket	99	42.4%	0.6%
Warwick	94	34.8%	2.0%
Saunderstown	79	29.9%	12.5%
All Others	689		

Source: AirDNA



Rhode Island STR Concentrated in 1-3 Bedroom Homes

Available Listings by Type and Bedroom Count

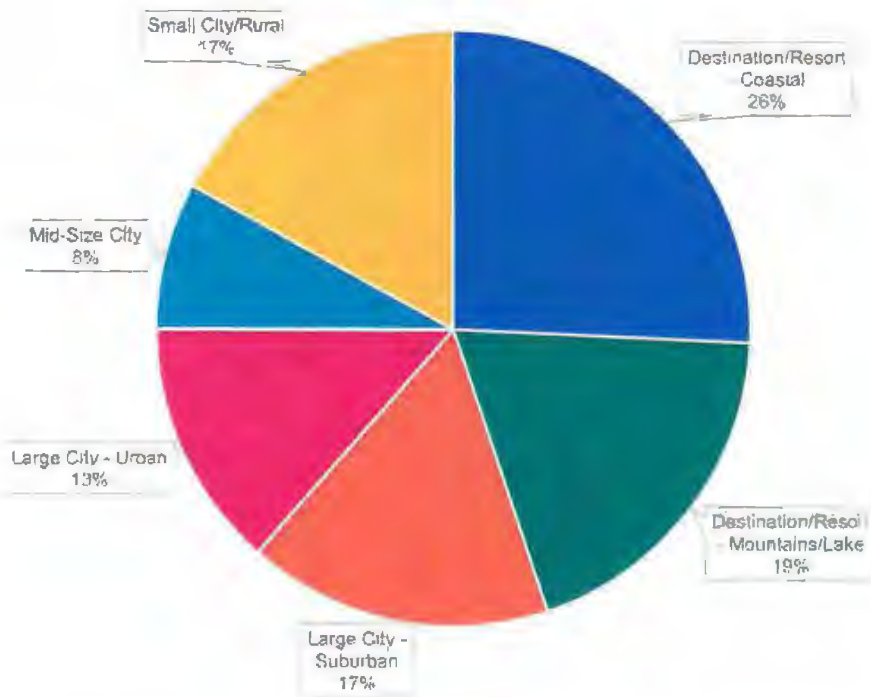


Source: AirDNA

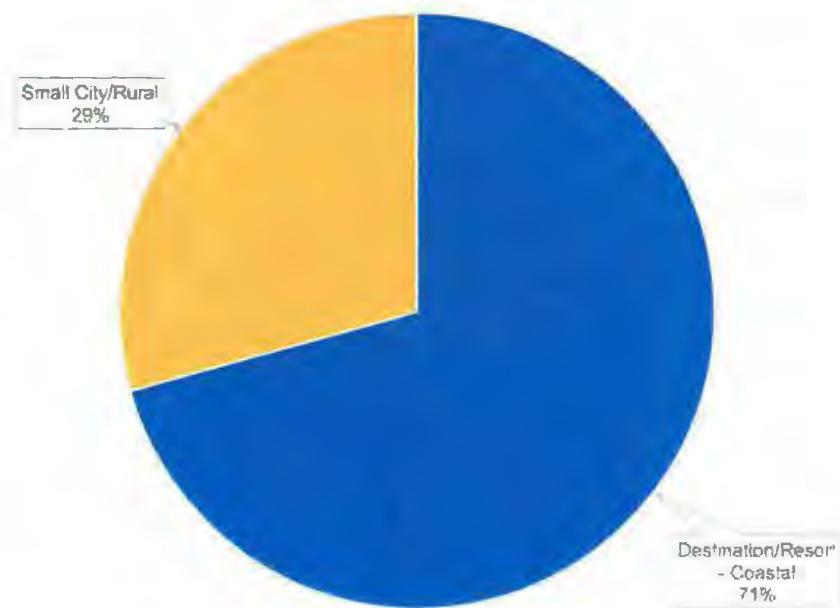
Rhode Island STR Distribution Favors Small City/Rural and Coastal Resorts

Available Listings Share by Location

Entire U.S



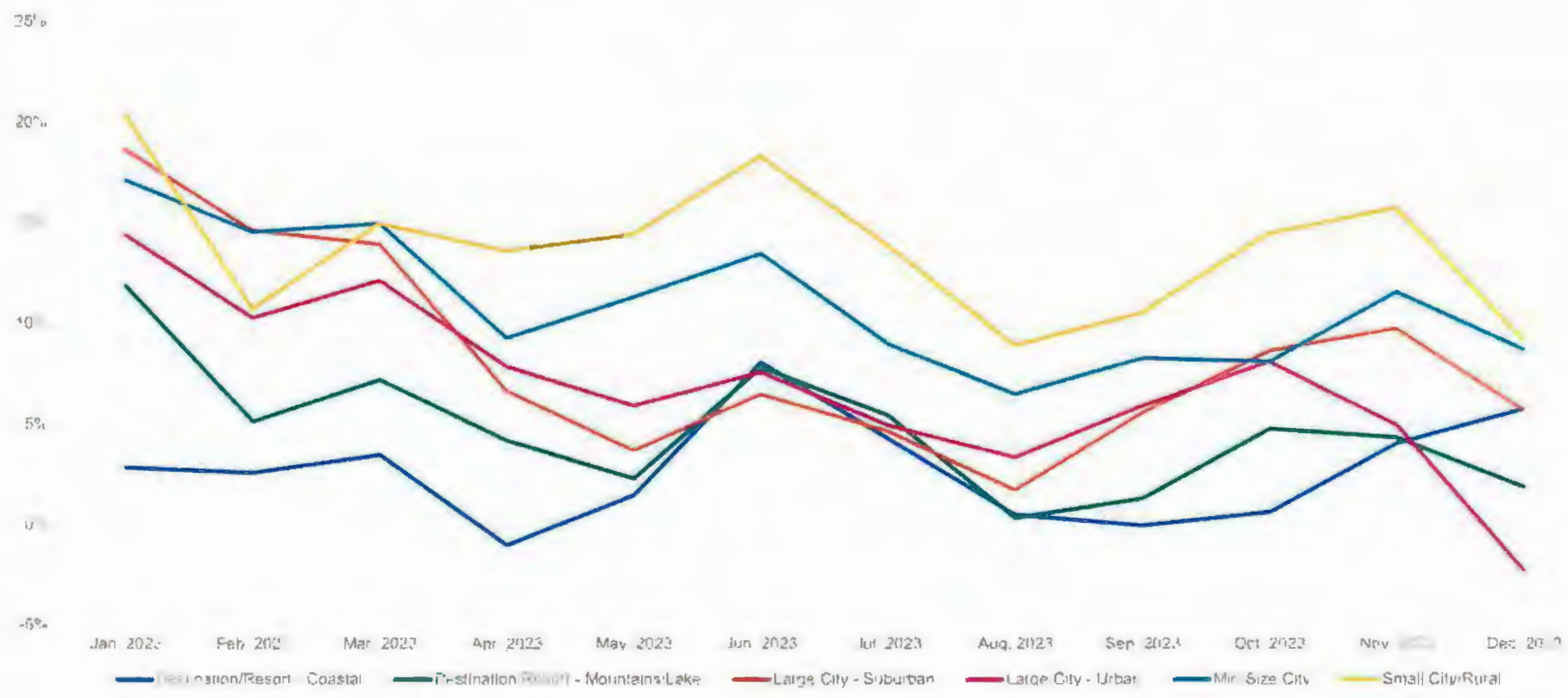
Rhode Island



Source: AirDNA

Large City Urban Lags, Small and Mid-size Cities Lead

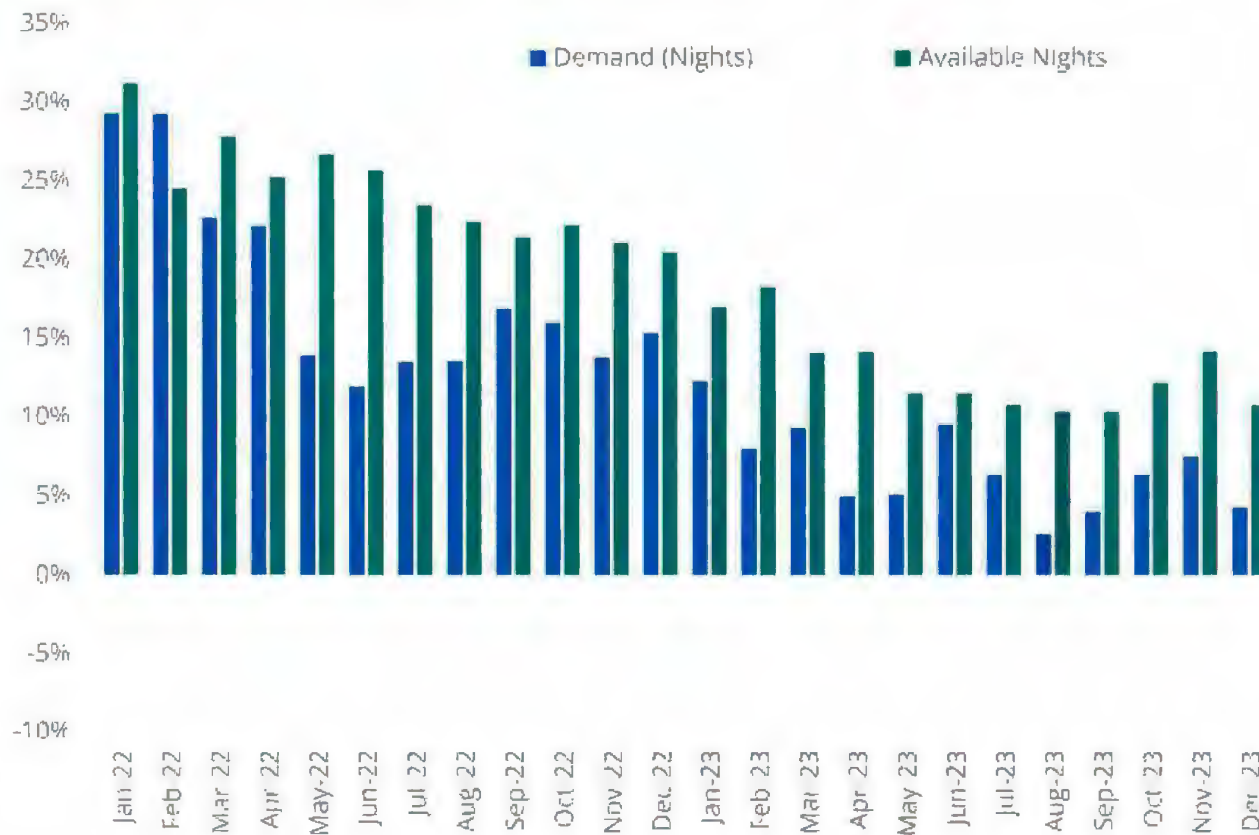
Demand Growth by Location Type



Source: AirDNA

Demand and Supply Growth Crash After Three Months of Acceleration

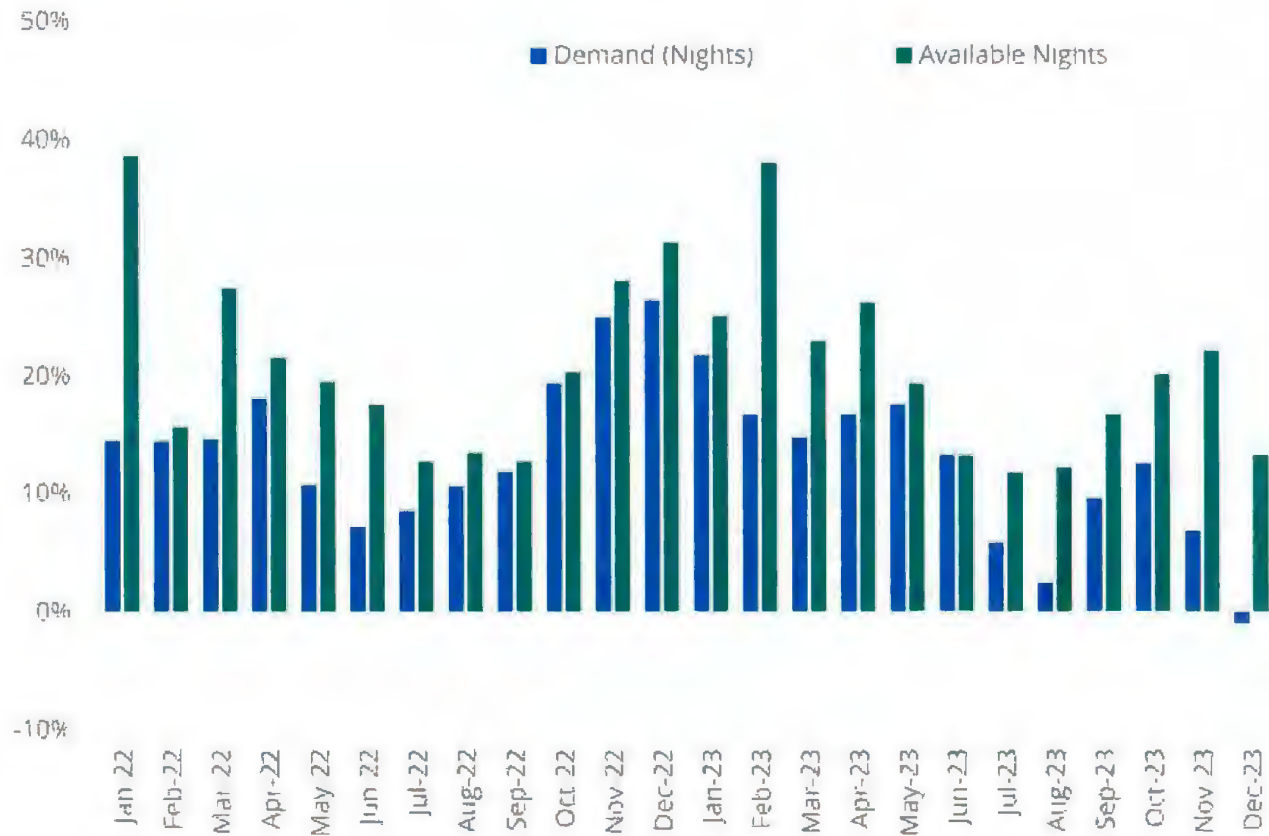
U.S. Change in **Demand (Nights)** & Listing **Available Listing Nights** vs the Same Month in 2021/ 2022



Source: AirDNA

Recently RI Supply Growth Has Increased Lead on Demand

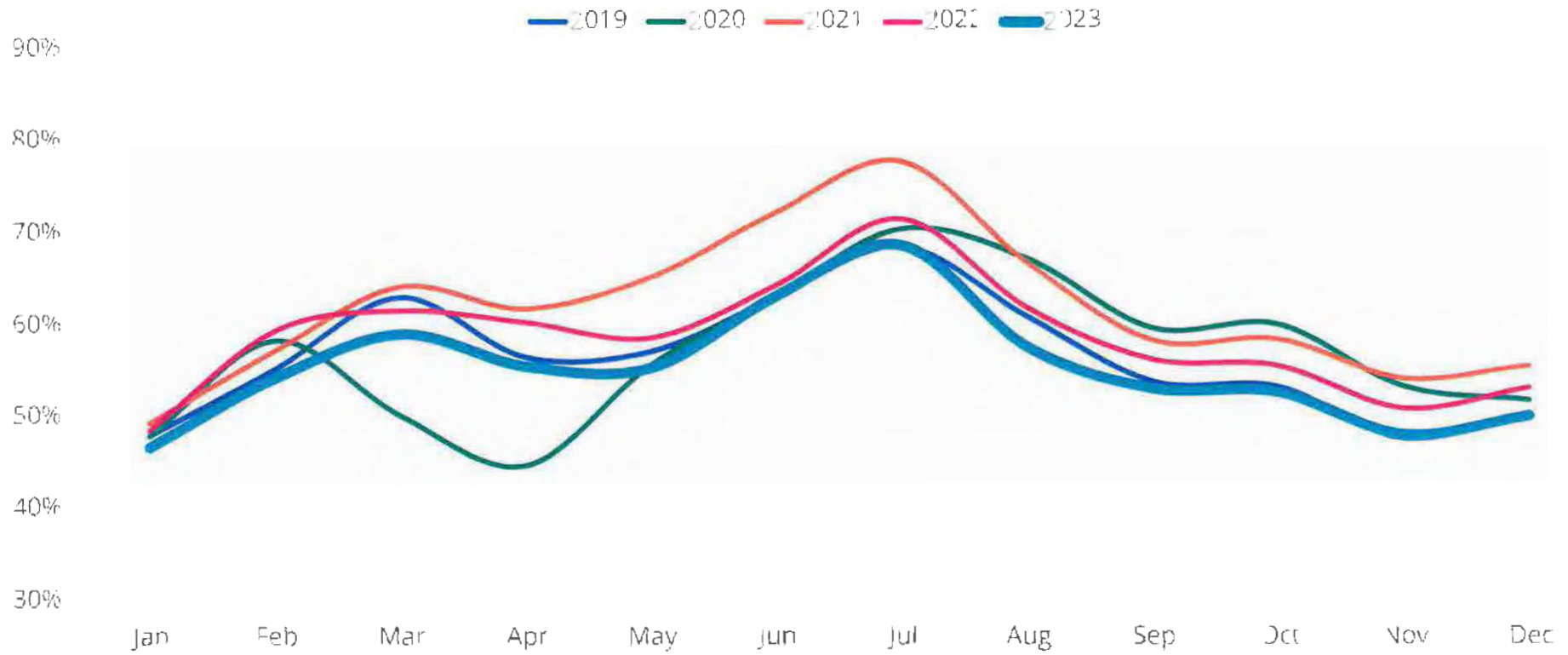
Rhode Island Change in **Demand (Nights)** & Listing **Available Listing Nights** vs the Same Month in 2021/ 2022



Source: AirDNA

Occupancy Follows 2019's Lead in December

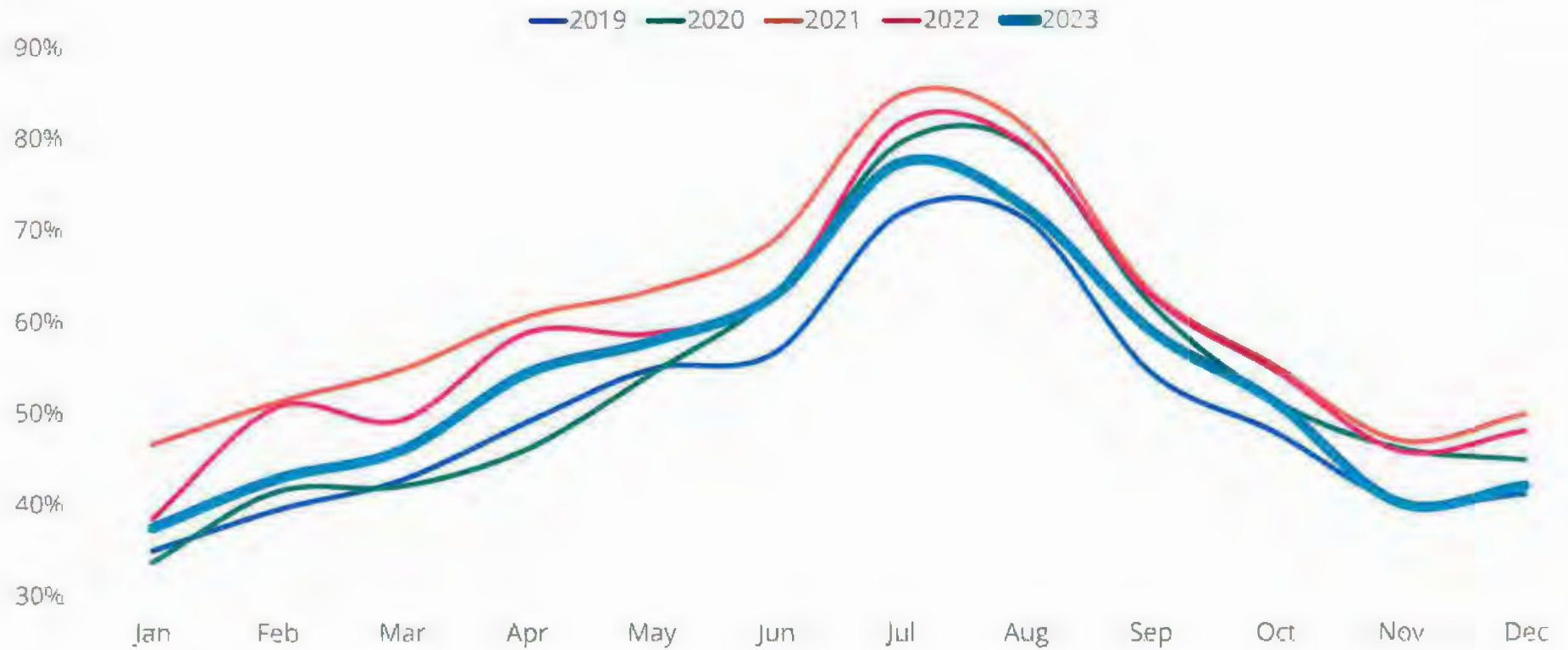
U.S. Short-term Rental Occupancy (2019 - 2023)



Source: AirDNA

RI Occupancy Meaningfully Above 2019 for Most of Year

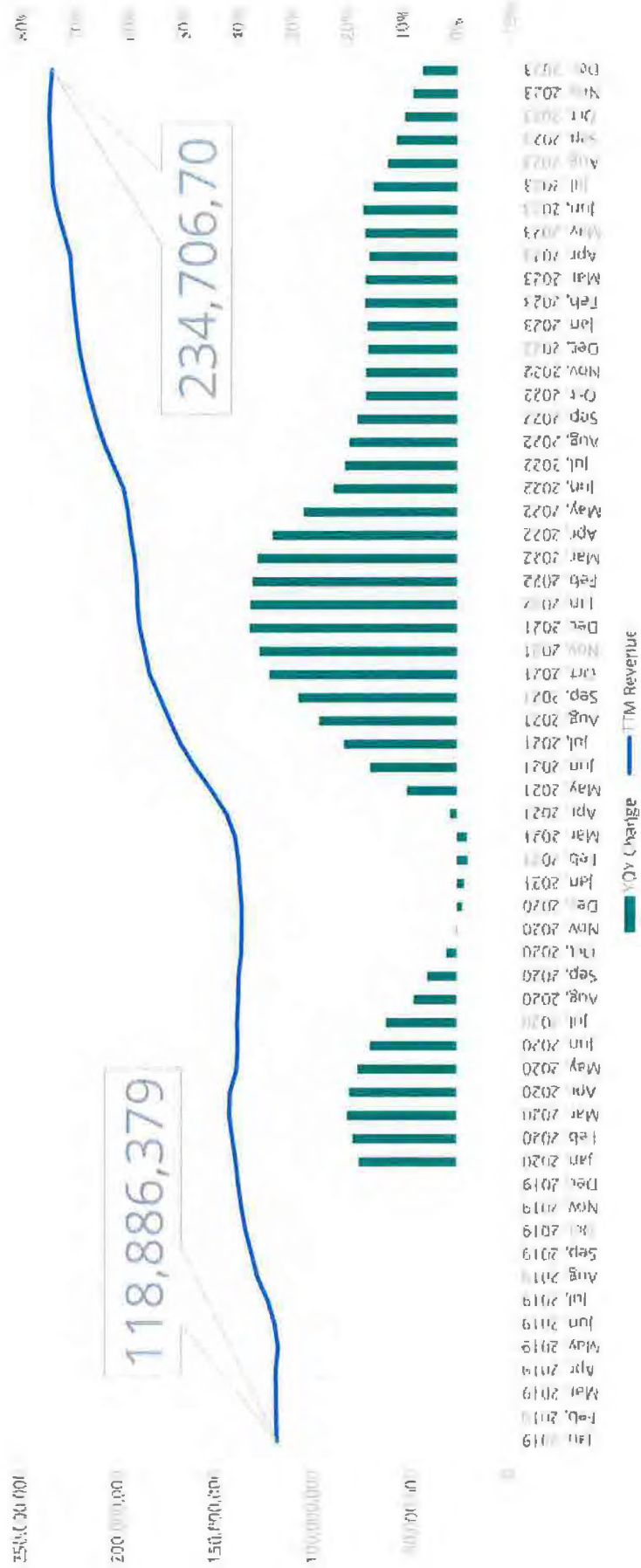
Rhode Island Short-term Rental Occupancy (2019 - 2023)



Source: AirDNA

Annual Revenue Has Doubled Since 2018

Twelve-Month Trailing Revenue and Rate of Change for Rhode Island



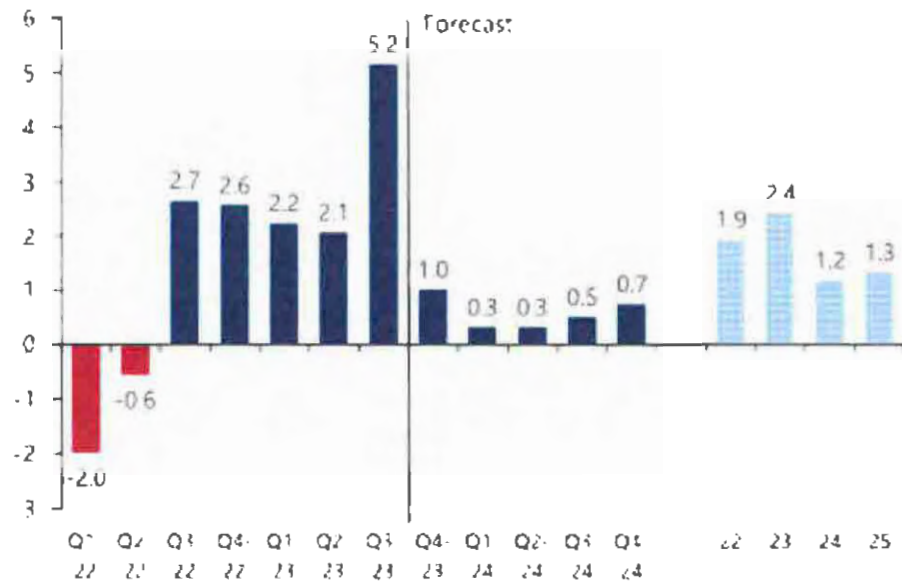
Source: AIRDNA

Oxford No Longer Predicting Recession

Select Forecasts

US GDP Forecast

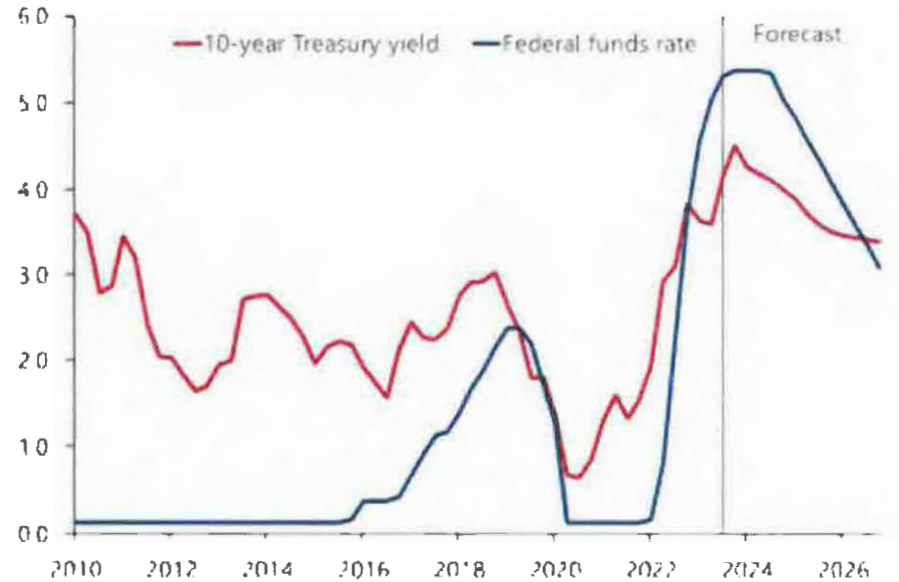
% annualized



Source: Oxford Economics/Haver Analytics

US interest rates

%

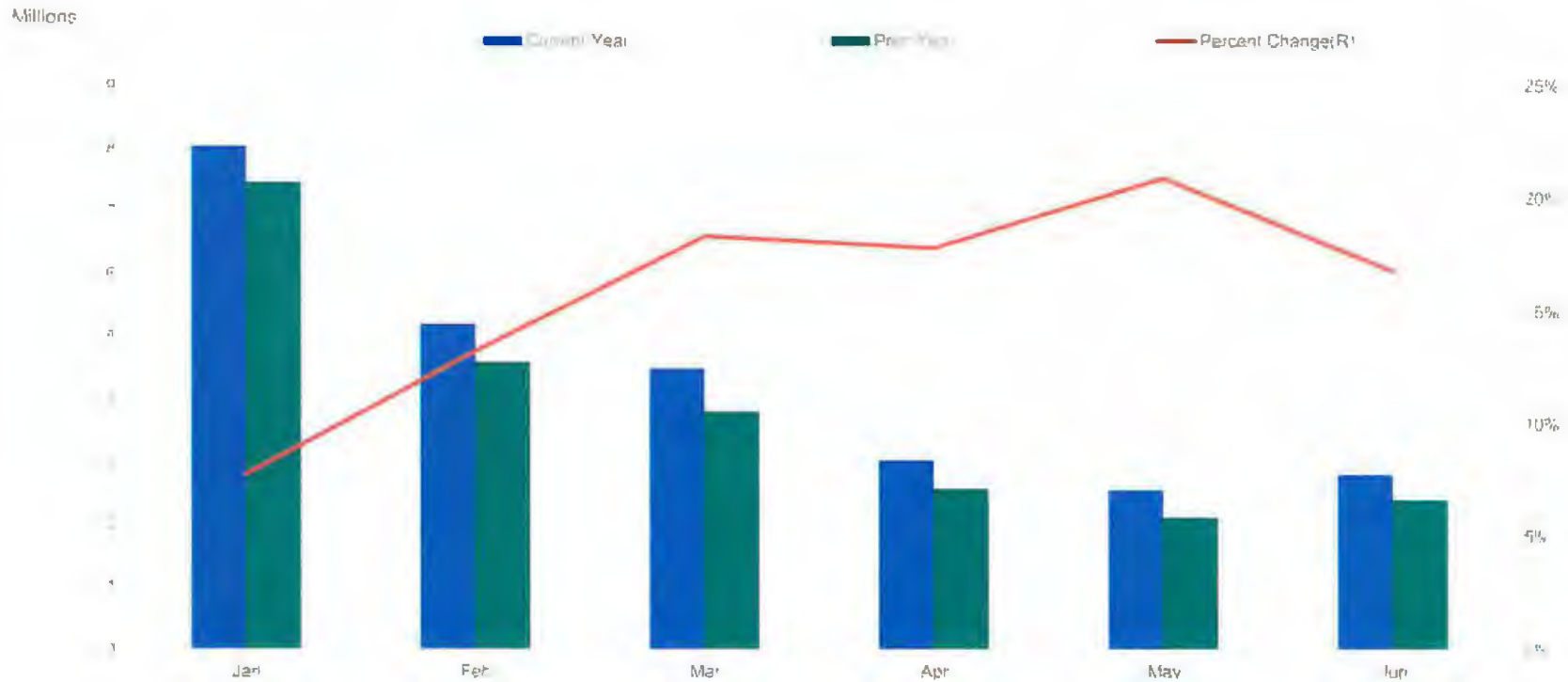


Source: Oxford Economics/Haver Analytics

Source: Oxford Economics.

Reservations Begin to Pile Up for Summer and Spring

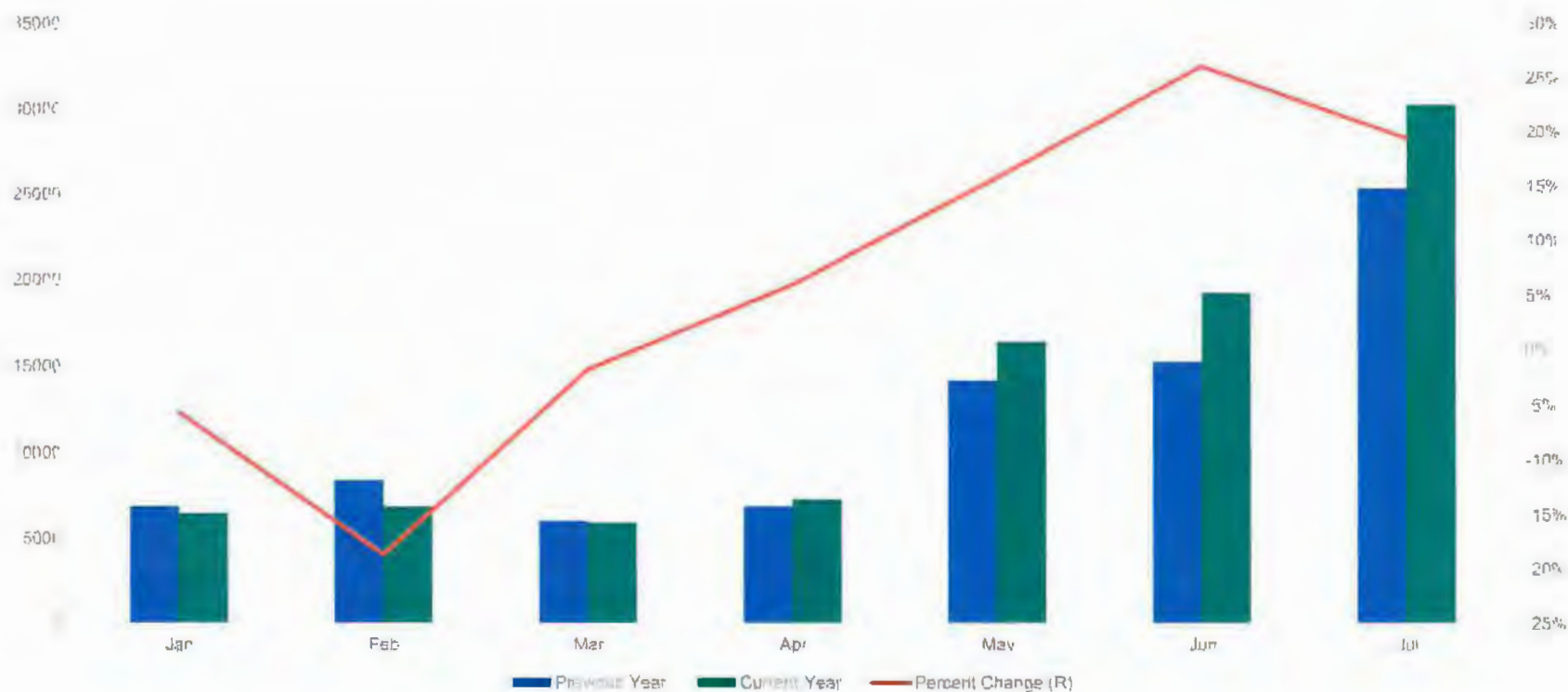
U.S. Short-term Rental Demand Pacing Current Year vs Prior Year, as of beginning of January



Source: AirDNA

Near Term Losses Lead to Strong Summer Demand

Rhode Island Short-term Rental Demand Pacing Current Year vs Prior Year, as of beginning of January



Source: AirDNA

Thanks for your time!

AIRDNA

Bram Gallagher

Bram.gallagher@airdna.co

www.airdna.co



JAMESTOWN CONSERVATION COMMISSION

MEMO

To: The Honorable Town Council, Jamestown Zoning Board, Jamestown Town Planner, Lisa Bryer
 From: Jamestown Conservation Commission *Anne Kuhn-Hines*
 Date: January 22, 2024
 Subject: Conservation Commission Advisory Review and Objection to Proposed Ordinance Section 82-1206-
 Communication Towers and Open Space

The Jamestown Conservation Commission (JCC) has reviewed the proposed amendments to the Jamestown Zoning Ordinance Chapter 82 and would like to raise objection to the proposed change in Section 82-1206 *Communications Towers*. The proposed change detailed in **Section 82-1206.1 Development Standards for Communications Towers**, (and in Table 6-1, page 49) states that Communication Towers could be allowed and permitted by *Special Use Permit* in Open Space-I and Open Space-II zoning districts:

OS-I conservation preserve. Intended to preserve, protect, and enhance where appropriate environmentally sensitive and natural resource areas such as conservation areas, watersheds, reservoirs, wildlife refuges and wetlands.

OS-II park and recreation. The purpose of this zone [district] is to allow agriculture as well as recreation activities that will not substantially impact the historic, scenic and/or environmental character of the zoning district, nor compromise natural resources.

The JCC does not find the potential allowance of Communication Towers in either OS-I or OS-II consistent with the goals and priorities outlined in the Jamestown Comprehensive Community Plan (2014) specifically under the section, *Conservation and Open Space*, as the plan highlights:

"It is important to note that preservation of open space land is not enough; the land must also be appropriately managed. Areas can lose their value as ecological habitats or recreational assets if they are not properly maintained and managed."

Jamestown has an exemplary history and a proud record for prioritizing the protection of open space especially over the last 40 years as development pressures have escalated. The investment in conservation land and open space provides our island community with a variety of benefits ranging from purely aesthetic to protection of public health, while providing ecological habitats for native plants and wildlife. Jamestown must continue prioritizing the protection of open space for the public good and not allow commercial and/or highly industrial structures to be built on these protected lands via *Special Use Permits* detailed under Section 82-1206.1 in the proposed Zoning Ordinance. Allowing the siting and construction of Communication Towers on protected open space land is not compatible with the natural, scenic, aesthetic, ecological, recreational, or open space resources protected by the OS-I and OS-II zoning designations.

It is for the above rationale that the Conservation Commission respectfully objects to the proposed amendments to the Jamestown Zoning Ordinance Chapter 82 - *Communications Towers and Open Space*.

Roberta Fagan

From: [REDACTED]
t: Sunday, January 14, 2024 6:15 PM
To: Erik Brine; Mary Meagher; Michael White; Nancy Beye; Randall White
Cc: Edward Mello; Roberta Fagan; Michael Gray
Subject: Mackerel Cove and the storms

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.

Honorable Town Council:

For 22 years we have had a front row seat for observing the storms at Mackerel Cove and the DPW's constant effort to clear the road of debris, much of which is due to irrational planning. The beach faces the frontal assault of the Atlantic Ocean and nothing we do will help to mitigate the enormous energy of the waves that will sweep away anything in their path including a two-story pavilion or a school bus. The dunes never existed before, and one wonders why and by whom they were started. They collect the sand, grow bigger and the next storm picks up the collected sand, crushes the fences and ends up on the road and against the northern dunes which also never existed. Let nature do what it will always do. If you need a fence to keep cars off the beach build the top rail high enough for the waves to pass under it like the fishing piers on the Jersey shore. Push the northern dunes downhill and allow the sand to be swept into Sheffield Cove. Not only will this provide more parking but may eventually result in another beach at Sheffield Cove. Removing the useless dunes will allow visitors to use the entire beach, which can be small and crowded at high tide. The erecting of the snow fences and signs to keep off the dunes and DPW overtime pay is a waste of taxpayer dollars and is a futile effort destined for failure.

This safe 8-minute YouTube link is a compilation of storms we have observed.

<https://www.youtube.com/watch?v=cPRmV9RLFyw>

Regards,
Frank Meyer
Southwest Ave
Across from Mackerel Cove

Roberta Fagan

From: marian falla [REDACTED] >
it: Tuesday, January 16, 2024 8:44 PM
To: Roberta Fagan
Subject: Easton Beach Storms ... JT beach impacted by storms...
Attachments: Condition of Easton.pdf

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.

Hi Roberta, good evening.

JT beaches as well as Newport Easton Beach have been impacted by the coastal flooding associated with climate change. Newport is planning to host a public workshop to look at the issues around Newport. See attached.

“The exact plan and cost for the beach is still up in the air and will require permitting, grant acquisitions, and bidding, she said. The city plans to host a public workshop to look at the issues around Newport, including those at Easton’s Beach. The meeting is scheduled for Jan. 31 at 5 p.m. in the City Council chambers.”

Given coastal flooding impacts to Jamestown beaches, maybe TC and town management may want to schedule something similar?

Rtw as I understand Newport has a beach commission...

Thanks in advance and thank you for your service, please distribute to Town Management and TC as well as other stakeholders.

Marian Falla

[REDACTED]
Jamestown RI
[REDACTED]

[Condition of Easton's Beach and Ponds, Pummeled By Storms, Worry Newport Officials - ecoRI News](#)

[Condition of Easton's Beach and Ponds, Pummeled By Storms, Worry Newport Officials - ecoRI News](#)

CLIMATE CRISIS

Condition of Easton's Beach and Ponds, Pummeled By Storms, Worry Newport Officials

By Colleen Cronin / ecoRI News staff

January 15, 2024

It used to be rare for the city to open the doors of the rotunda at Easton's Beach when bad weather approached. Now it's becoming common. (Colleen Cronin/ecoRI News)

NEWPORT, R.I. — Opening the garage doors on the Easton's Beach rotunda used to be a rare event in the middle of winter.

During Superstorm Sandy, when Tom Shevlin was covering the storm as a reporter, he said the rotunda doors were left open for one of the first times, in an attempt to reduce pressure on the building that everyone knew would flood anyway.

Now the evasive storm tactic happens once every couple of weeks, said Shevlin, who is now a communications officer for the city of Newport. Within the past month, big storms and flooding have driven the Recreation Department to open the doors four times.

The increasing intensity and frequency of storms in Rhode Island is starting to take a toll on the beach, its iconic buildings, and the two freshwater ponds behind it, which are used as drinking water sources for Newport Water.

On Friday, a few inches of sand covered the floor of the rotunda, swept in from a rainstorm that had hit earlier in the week.

It usually takes a week to clean up the building after massive flooding but, because more rain and storm surge were expected over the weekend, the sand had yet to be picked up.

“There was no sense in trying to clean it up,” Shevlin said.



More evidence of the havoc wreaked by recent rainstorms at Easton's Beach. (Colleen Cronin/ecoRI News)

Further down the beach, evidence of the storm's toll revealed itself not in the abundance of sand but the lack of it.

A sign for a dune restoration project listed sideways, in line with rods stuck into the ground that were meant to mark where the dune began, now 15 feet from where the wind and tide had pushed it back.

The vegetation on the dune could come back, but "it will take a long time," said David Vieira, recreation program supervisor and beach manager for the city. "It took so long to build."

Newport's director of utilities, Rob Shultz, said the storm had also done a number on South Easton Pond, behind the beach and across Memorial Boulevard.

Usually, Newport Water draws on the south pond for drinking water because it's less polluted and takes less effort to treat. But salt spray from the storm last Tuesday meant that Newport Water had to stop using the south pond and switch to the north pond.

"We're used to it, but it's happening much more frequently," Shultz said.

The salt spray pollution is coupled with runoff that contaminates the drinking water sources, making them harder and more expensive to treat — a cost that will likely be carried by ratepayers, he said.

With all these issues, the city is looking at a wish list with an estimated \$80 million price tag. Those fixes would include tearing down the damaged buildings on the beach and replacing them (at about \$35 million), as well as fortifying the ponds behind the beach (which could cost about \$50 million).

Interim city manager Laura Sitrin said Newport has already applied for several grants and will apply for more, but she noted the problems at Easton's Beach are just some of many issues that are appearing as climate change starts to show its face on Aquidneck Island.

"All over the city we're seeing significantly more issues than historically," she said. "The expenses are significant."

The exact plan and cost for the beach is still up in the air and will require permitting, grant acquisitions, and bidding, she said.

The city plans to host a public workshop to look at the issues around Newport, including those at Easton's Beach. The meeting is scheduled for Jan. 31 at 5 p.m. in the City Council chambers.

To: Members of Jamestown Town Council

From: Alma Davenport  99 Clinton Avenue

Re: Proposed zoning ordinance Section 82-1207. Keeping of Chicken Hens

While “chickens in the backyard” is a lovely down-home concept, I don’t believe the Town fully recognizes some of the unfortunate realities connected to the keeping of backyard poultry in suburban neighborhoods - specifically if the house lot size is somewhat small. I believe the ordinance needs to be re-crafted with this in mind.

RATS – It is common knowledge that “if you have chickens – you will have rats”. This has nothing to do with good husbandry practices. I have spoken with the public education co-ordinator of Casey Farm, and with many individuals who keep poultry. They unanimously concur with the above statement. Strong enclosures, such as those described in the proposed zoning ordinance (subsection C – Structures and Enclosures) will not defeat rats.

I paraphrase, but also attach, the Providence Journal article (1/26/23) on Backyard Chickens - “the coop set-up: The wire mesh goes from the roof to the ground then bends 90-degrees out for 2 more feet...Pests will try to burrow right at the base and hit the mesh. They don’t back up 2’ to start digging”. The wire mesh idea needs to be added to the specs of subsection C.

Some poultry keepers put rat poison traps outside the coop fencing. They are approx. 12”x12” with entrances that can exceed 2”. A small child can easily access it. Please see attached photograph of the traps that are about 20’ from my home. I live on Clinton Avenue in “Town”.

A. GENERAL

Proposed Section A relies on lot size to determine the number of chickens allowed and reads that any dwelling may keep chickens. In the R-8 zone, located “in-Town”, many lots are 6600 ft. Some are less. This means that 6 adjacent lots (equaling less than an acre) can have an aggregate of 36 chickens, and the rats they will attract, and the noise they will make.

I believe that the the area bounded by Hamilton Avenue, Walcott/Conanicus, Narragansett, and Southwest Avenues, which would encompass one street south of what is now the R-8 zone, (but which has many small house lots) as Jamestown’s sub-urban area. This area should require licensing/permitting in order to keep chicken hens.

This is not a radical idea. The Council would join many other communities in R.I. by licensing/permitting for a maximum of 6 chickens on any lot of less than 1 acre. The property owner will apply for a permit – much like the process used for Air BnBs. This will give neighbors the opportunity to object and will also allow physical review of the coops to assure proper construction to deter rats.

ENFORCEMENT

Jamestown does not have an ACO. It is up to the police or zoning officials to enforce animal nuisance complaints. Currently there are 4 categories of chicken #s in the proposed ordinance. This is too complex. Please refer to the previously mentioned Pro Jo article #7 – “Be Wary of Chicken Math”. Our police and other officials have better things to do with their time than count chickens due to complaints.

The 230918 Zoning Ordinance Readers Guide (modifications to the earlier proposed zoning ordinances) states that Sec. 82-1207 is modified from Barrington R.I.’s laws. Barrington continues to prohibit more than 6 chickens on any lot other than a farm.

6. Get ready to clean the coop to deter rats

Chicken coops are known for attracting rats. The unwanted rodents, as well as other pests, are drawn to the food, the water and the excrement.

"Rodents are extremely difficult, near impossible to not have a problem with," Porter said. "Not leaving food accessible is the best deterrent but not always possible."

That means picking up the food bins at night instead of leaving a buffet out. The other thing that can help prevent rodents is the coop setup, as all the fortifications set up to keep predators out also works against pests.

Tom Oates, of West Warwick, who has been raising chickens for 20 years, credits his coop and run design with keeping them out.

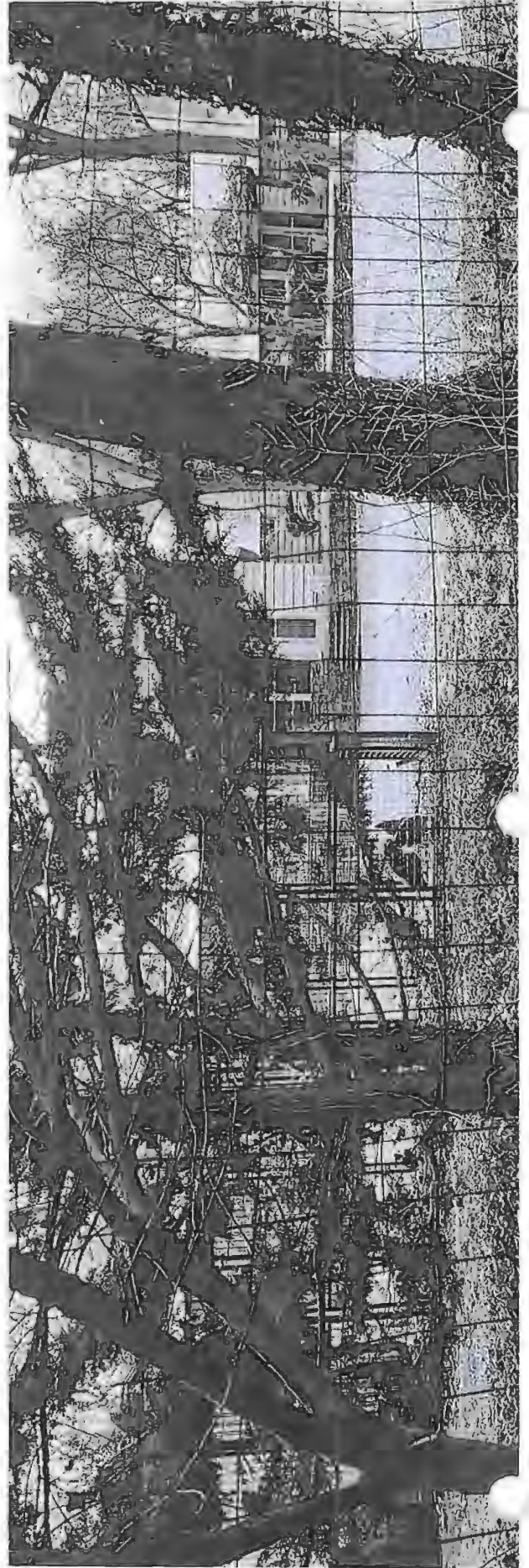
"The wire mesh goes from the roof to the ground then bends 90° out for 2 more feet. The grass grows right through it so you can't see it," Oates said. "Pests will try to burrow right at the base and hit the mesh. They are not smart enough to back up 2 feet to start digging!"

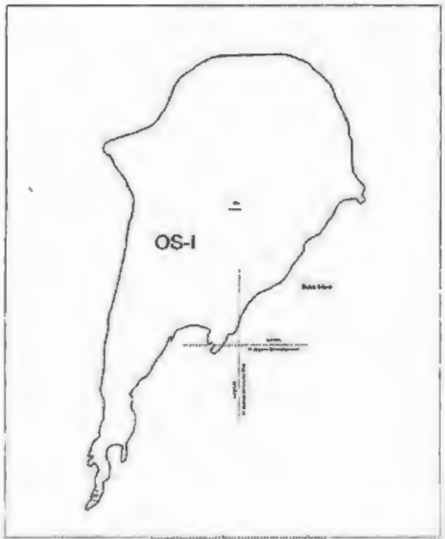
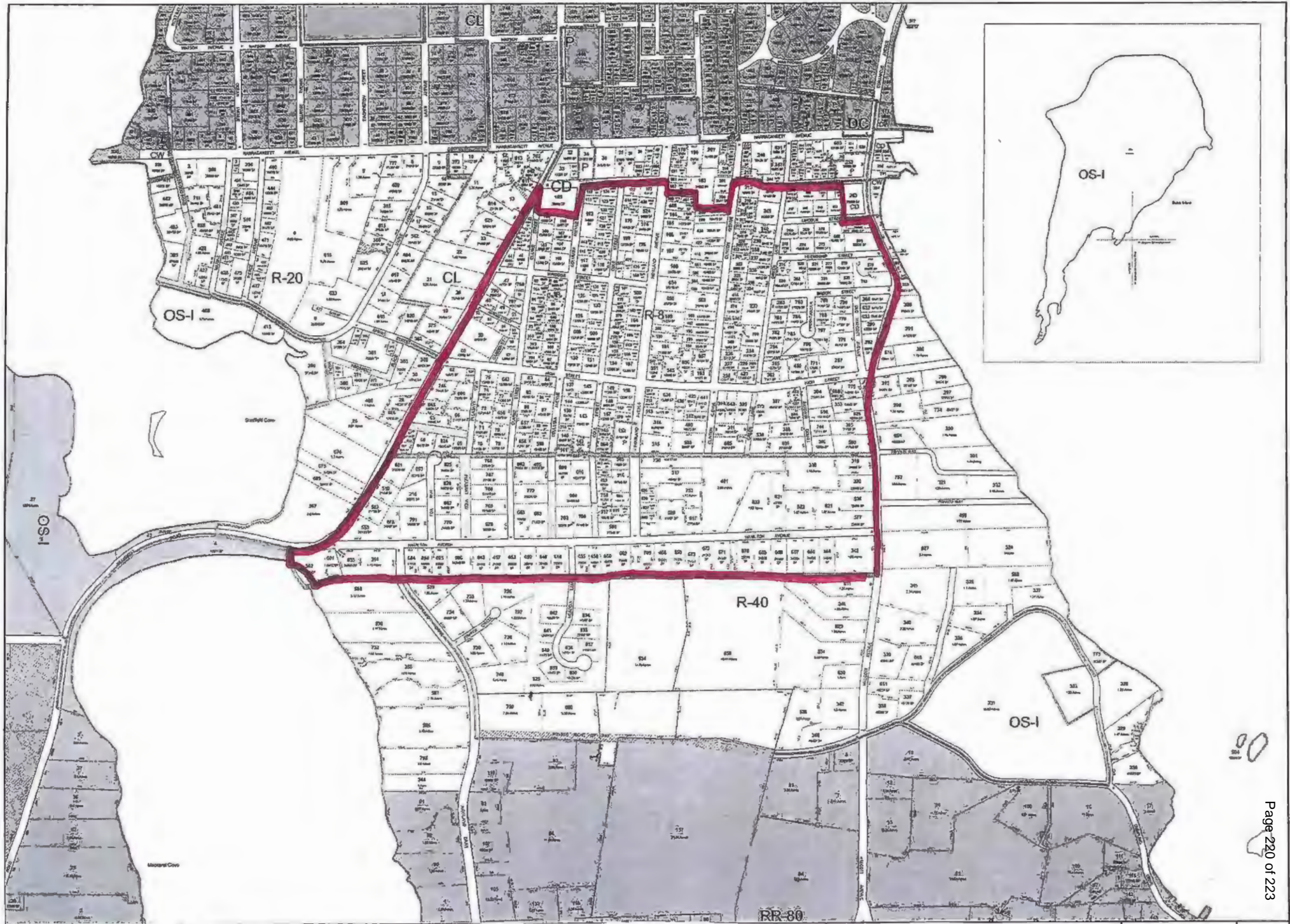
7. Be wary of 'chicken math'

It starts with a couple of chickens, then it's a dozen, then a couple of dozen. You get the picture.



Chicken coop at front of neighbor's house and rat poison traps on ground





THIS MAP IS FOR INFORMATIONAL PURPOSES. IT IS NOT MEANT FOR LEGAL DESCRIPTION OR CONVEYANCE.

THE HORIZONTAL DATUM IS THE NAD83 DATUM.



Proposed sub-urban area Permitting required



50 Valley Street, Providence, Rhode Island 02909
(401) 444-0600 | www.unitedwayri.org



Dear Friend,

A new Legislative session is upon us, and with it an opportunity to create the change that propels Rhode Island into a future where everyone can thrive. Knowing we share a passion for Rhode Island and a commitment to make our state the best it can be, enclosed is our 2024 Legislative agenda, including for our newly launched Alliance for Nonprofit Impact. These are the critical issues we aim to address:

- **Affordable Housing and Homelessness Prevention:** we will prioritize policies that increase the availability of affordable housing units; prevent homelessness and provide supportive services for those experiencing homelessness; and initiatives that address the systemic, root causes of housing instability and promote equitable access to housing resources.
- **Economic Empowerment and Small Business Growth:** to create economic opportunities and prosperity for all, we will advocate for tax incentives and grants for minority-owned businesses; equitable procurement practices; and for investments in Rhode Island's vital nonprofit sector.
- **Racial and Socioeconomic Equity:** to build a more just and equitable state, we will support initiatives that address systemic racism and promote equity and inclusion; prioritize criminal justice reform; ensure fair wages and workers' rights for all, and access to affordable healthcare.
- **Civic Engagement and Advocacy:** we aim to empower individuals to actively participate in the democratic process by prioritizing efforts to increase civic education in schools; promote civic engagement; create advocacy training and resources; and mobilize our communities.

The Alliance for Nonprofit Impact at United Way of Rhode Island's mission focuses on the core areas of supporting nonprofit staff, strengthening organizational capacity, improving the nonprofit ecosystem, and building racial equity in the sector. Its priorities include:

- **Workforce:** help to build a resilient, skilled workforce through support of entry level career pathways and leadership development pipelines; improving staff compensation and benefits.
- **Investments:** advocate for funding that ensures the sustainability of the state's essential direct services; increase charitable giving.
- **Regulatory improvements:** supporting more equitable state and federal contracting practices and a more favorable regulatory environment; and better representation in government.

This agenda represents our commitment to creating a more just and prosperous future for all. And it is our hope that we can count on your help and support to move it forward for every Rhode Islander. I am always available and welcome the opportunity to discuss this work and our agenda with you.

With appreciation,

Cortney Nicolato
President & CEO, United Way of Rhode Island





INCORPORATED 1757

Town of Hopkinton

HOPKINTON, RHODE ISLAND 02833

TOWN OF HOPKINTON, RHODE ISLAND RESOLUTION IN SUPPORT OF FULL FUNDING OF CATEGORICAL TRANSPORTATION AID AS OUTLINED IN RIGL §16-7.2-6

WHEREAS, the regional incentive was promised to local districts when the Regional School Districts were formed; and

WHEREAS, the regional incentive was phased out in 2010 with the passage of the new funding formula; and

WHEREAS, Transportation Categorical Funds were provided to the Regional School Districts to partially offset the loss of the regional incentive by partially reimbursing the higher transportation costs of the regional districts; and

WHEREAS, the Regional School Districts have designed and implemented a number of innovative education programs that meet the learning needs of students; and

WHEREAS, the investment of resources in our Regional School Districts has yielded positive education results and innovative educational programs and services for students and adults that have been a wise investment of local and state resources; and

WHEREAS, it is necessary to ensure that students attending Regional School Districts continue to receive a high-quality public education and to reduce the burden on regional taxpayers.

NOW THEREFORE, BE IT RESOLVED, that the Hopkinton Town Council,

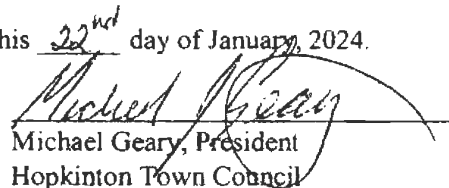
1. Respectfully requests that Transportation Categorical Funds between the State and Regional Districts be fully funded in an amount equal to that intended under RIGL §16-7.2-6(e) to protect the interests of regional school districts and advance the education mission of our schools; and
2. Seeks the support of all School Committees, Town Councils and Legislators that comprise the regional school districts regarding this matter of mutual interest to the schools and taxpayers of our regional districts.

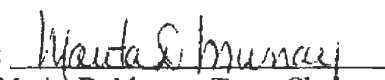
BE IT FURTHER RESOLVED that a copy of this Resolution be sent to the Governor of the State of Rhode Island, the Rhode Island General Assembly, the Charlestown Town Council, the Richmond Town Council, the Chariho Regional District School Committee, and the Chariho Regional District Superintendent.

BE IT FURTHER RESOLVED that a copy of this Resolution be sent as well to the Town Councils, School Committees, and Legislators of the regional districts of Bristol-Warren, Exeter-West Greenwich and Foster-Glocester.

The **RESOLUTION** shall take effect upon passage.

Passed as a resolution of the Hopkinton Town Council this 22nd day of January, 2024.


 Michael Geary, President
 Hopkinton Town Council

ATTEST: 
 Marita D. Murray, Town Clerk

Roberta Fagan

From: Vicki Martin <vmartin@Burrillville.org>
Date: Saturday, January 27, 2024 1:50 PM
To: Roberta Fagan
Subject: Burrillville's Support of Resolution

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.

At the regular meeting of the Burrillville Town Council held Wednesday, January 24, 2024 for and within the Town of Burrillville, at which time a quorum was present and acting throughout, the Burrillville Town Council voted to support the resolution from the Water and Sewer Commission of the Town of Jamestown (Resolution No.: 2024-01) requesting the Rhode Island General Assembly to amend RIGL §46-15 relative to a public water system's obligations.

If you have any questions, please don't hesitate to ask. Thank you.

Vicki T. Martin, CMC
Town Clerk



Town of Burrillville

105 Harrisville Main Street, Harrisville RI 02830

401-568-4300 x133 | vmartin@burrillville.org

www.burrillville.org M – W 8:30 – 4:30, Th 8:30 – 7:00, F 8:30 – 12:30