



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
***Rosamond A. Tefft Council Chambers***  
***93 Narragansett Avenue***  
**Monday, March 20, 2023**  
**5:00 P.M.**

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

**THIS MEETING WILL BE LIVE STREAMED:** To view the meeting with no interaction:  
<http://www.record-server.net/Jtown/StreamPrimJtown.html>

*The public is welcome to participate in this Town Council meeting. Open Forum offers citizens the opportunity to clarify an item on the agenda, address items not on the agenda, or comment on a communication or Consent Agenda item. Citizens are welcome to speak to the subject of a Public Hearing and are allowed to speak at the discretion of the Council President or a majority of Councilors present, or at other times during the meeting, in particular during New or Unfinished Business.*

*Anyone wishing to speak should use the microphone at the front of the room, stating their name and address for the record; comments must be addressed to the Council, not the audience. The Town Council hopes that citizens and Councilors alike will be respectful of each other's right to speak, tolerant of different points of view, and mindful of everyone's time.*

*Attachments for items on this meeting agenda are available to the public on the Town website at:  
<https://jamestownri.gov/town-government/town-council/town-council-meetings-minutes/2023-meetings-minutes>*

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

TIME	NAME	COMMITTEE
5:00	Michelle K. Estaphan Owen	Tax Relief Working Group
5:10	Joyce Watson-O'Neil	Senior Services
5:20	John Coleman	Tax Relief Working Group
5:30	Linda Jamison	Tax Relief Working Group
5:40	E. Edward Ross	Tax Relief Working Group
5:50	Connie Slick	Tax Relief Working Group
6:00	Dan West	Tax Relief Working Group
6:10	Beth Smith	Tax Relief Working Group

**II. ROLL CALL**

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

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

- A) Approval of Minutes; Review, Discussion, and/or Take Action and/or Vote:
  - 1) None.
  
- B) Open Forum – Water & Sewer Matters  
*Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibit the Town Council from discussing, considering, or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.*
  - 1) Scheduled request to address - none
  - 2) Non-scheduled request to address
  
- C) Report of Town Officials: Review, Discussion, and/or Take Action and/or Vote:
  - 1) Pumping Report
  - 2) Town Project Reports
    - a) Town Wells
    - b) Water Treatment Plant
    - c) Transfer Pumping/Reservoir
    - d) Distribution System
    - e) Wastewater Treatment Facility
  
- D) Letters and Communication: Review, Discussion, and/or Take Action and/or Vote:
  - 1) None.
  
- E) Unfinished Business: Review, Discussion, and/or Take Action and/or Vote:
  - 1) None.
  
- F) New Business: Review, Discussion, and/or Take Action and/or Vote:
  - 1) Approval of the First Amendment to the Water Tower Lease Agreement between the Town of Jamestown and Cellco Partnership d/b/a Verizon Wireless.
  - 2) Finance Director’s Report: Comparison of the Water Budget to Actuals as of February 28, 2023.
  - 3) Finance Director’s Report: Comparison of the Sewer Budget to Actuals as of February 28, 2023.

**V. THE BOARD OF WATER AND SEWER COMMISSIONERS RECESS AND THE TOWN COUNCIL CONTINUES THE OPEN SESSION.**

**VI. OPEN FORUM**

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

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

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

- A) Acknowledgements: The Town Council hereby acknowledges receipt of numerous letters, emails, and phone calls in regard to the Jamestown Ferry. These communications may be viewed in the Town Clerk’s office.

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

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

**A) Licenses and Permits**

- 1) **One Day Event/Entertainment License:** All One-Day Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event; Review, Discussion, and/or Take Action and/or Vote for the following:
  - a) Applicant: Jamestown Women’s Club  
Event: Easter Egg Hunt  
Date(s): April 1, 2023 (\*rain date April 8, 2023), 10:00 a.m.  
Location: Community Farm
  - b) Applicant: Conservation Commission  
Event: Earth Day Fair  
Date(s): April 22, 2023, 10:00 a.m.-2:00 p.m.  
Location: Jamestown Recreation Center
  - c) Applicant: Jamestown Cal Ripken Baseball  
Opening Day Parade  
Event: Jamestown Baseball Association (Cal Ripken)  
Date(s): April 29, 2023, 8:00 a.m.-9:00 a.m.  
Location: 41 Conanicus Avenue

- d) Applicant: Arnold Zweir Post 22, American Legion  
 Event: American Legion/VFW Events  
 Date(s): March 29, 2023- January 15, 2024  
 Location: (see attached)
  - i) Request that all fees, reimbursement for Town employee time, and insurance requirements be waived as historically approved by the Town Council.
  - ii) Request Town staff assistance with 2023 events (see attached letter).

**IX. 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) Jamestown Police Department Accreditation
  - 2) Jamestown Harbor Commission Executive Director
  - 3) Acting Jamestown Police Chief
  - 4) 91 Carr Lane (agenda item)

**X. UNFINISHED BUSINESS**

- A) Review, Discussion and/or Action and/or Vote: Schedule a special meeting of the Town Council to discuss use of East Ferry for ferry boat operations.
- B) Review, Discussion, and/or Action and/or Vote: Recommendation of Town Planner Lisa Bryer for review and approval of the Jamestown Energy Plan:
  - 1) Memorandum from Town Planner Lisa Bryer to the Town Council and Town Administrator Hainsworth dated November 17, 2022.
  - 2) Jamestown Energy Plan 2023 and copy of February 6, 2023 presentation.

**XI. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Recommendation by Parks and Recreation Director Ray DeFalco regarding the Mackerel Cove Beach Vendor Bids
  - 1) Memorandum to the Town Council from Parks and Recreation Director Ray DeFalco.

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

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
  - 1) Affordable Housing Committee, Two (2) Member vacancy(s) with a three-year term ending date of May 31, 2026
    - a) Approval of request to advertise committee vacancy(s)
    - b) Letter of interest
      - i) David Pritchard

- 2) Coastal Resource Management Council, One (1) Member vacancy with a two-year term ending date of May 31, 2025
  - a) Approval of request to advertise vacancy
- 3) Fire Department Compensation Committee, One (1) Fire Department Representative with a three-year term ending date of May 31, 2026
  - a) Approval of request to advertise committee vacancy(s)
- 4) Harbor Management Commission, One (1) Member vacancy with an unexpired three-year term ending December 31, 2023
  - a) Approval of request to advertise commission vacancy
  - b) Letter of resignation
    - i) Steven Bois
- 5) Library Board of Trustees, One (1) Member vacancy(s) with an unexpired three-year term ending December 31, 2025
  - a) Approval of request to advertise committee vacancy
  - b) Letter of resignation
    - i) Antonia Baum
- 6) Police Pension Plan Committee, One Citizen-at-Large Representative with a three-year term ending date of May 31, 2026
  - a) Approval of request to advertise committee vacancy(s)
- 7) Senior Services Ad Hoc Committee, Five (5) to Seven (7) Member vacancy(s), with a term ending date unspecified; review discussion and/or potential action and/or vote:
  - a) Approval of request to re-advertise committee vacancy(s)
  - b) Letter of interest:
    - i) Joyce Watson-O'Neil
- 8) Tax Assessment Board of Review, One (1) Full member vacancy with a three-year term ending date of May 31, 2026; and One (1) Alternate member vacancy with a three-year term ending date of May 31, 2026
  - a) Approval of request to advertise committee vacancy(s)
- 9) Tree Preservation and Protection Committee, One (1) member vacancy with an unexpired three-year term ending December 31, 2023
  - a) Approval of request to advertise committee vacancy
  - b) Letter of resignation
    - i) Steve Heath

- 10) Tax Relief Working Group Ad Hoc Committee, Five (5) to Seven (7) Member vacancy(s), with a term ending date unspecified; review discussion and/or potential action and/or vote:
  - a) Letter of interest:
    - i) Connie Slick
    - ii) Linda J. Jamison
    - iii) E. Edward Ross
    - iv) Michelle Estaphan Owen
    - v) Beth Smith
    - vi) David Dolce
    - vii) Dan West
    - viii) Robert Raymond
    - ix) John Coleman

### **XIII. CONSENT AGENDA**

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

- A) Adoption of Town Council Meeting Minutes
  - 1) February 21, 2023 (Executive Session 10:30 a.m.)
  - 2) February 21, 2023 (Executive Session 6:15 p.m.)
  - 3) March 14, 2023 (Budget Work Session)
  - 4) March 14, 2023 (Executive Session)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Fire Department Compensation (February 28, 2023)
  - 2) Fire Department Compensation (Attendance log)
  - 3) Harbor Commission (February 8, 2023)
  - 4) Housing Authority (January 10, 2022)
  - 5) Housing Authority (January 14, 2022)
  - 6) Housing Authority (January 19, 2022)
  - 7) Housing Authority (February 9, 2022)
  - 8) Housing Authority (March 9, 2022)
  - 9) Housing Authority (April 13, 2022)
  - 10) Housing Authority (May 11, 2022)
  - 11) Housing Authority (June 8, 2022)
  - 12) Housing Authority (August 10, 2022)
  - 13) Housing Authority (September 14, 2022)
  - 14) Housing Authority (October 19, 2022)
  - 15) Housing Authority (November 9,, 2022)
  - 16) Housing Authority (December 14, 2022)
  - 17) Zoning Board of Review (December 20, 2022)
  - 18) Zoning Board of Review (January 24, 2023)

C) Tax Assessor’s Abatements and Addenda of Taxes

<b>MOTOR VEHICLE ABATEMENTS TO THE TAX ROLL</b>		
<b>10-0222-20M</b>	<b>TAXPAYER DECEASED</b>	<b>\$ 49.36</b>
<b>10-0223-66M</b>	<b>REGISTERED IN DIFF STATE</b>	<b>\$ 44.63</b>
<b>10-0223-66M</b>	<b>REGISTERED IN DIFF STATE</b>	<b>\$ 126.26</b>
<b>TOTAL ABATEMENTS TO TAX ROLL</b>		<b>\$220.25</b>
<b>GRAND TOTAL</b>		<b>\$220.25</b>

D) Town of Jamestown as an abutter: Notice is hereby given that the Jamestown Zoning Board of Review will hold a public hearing March 28, 2023, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following:

Application of Mary Lou Sanborn, whose property is located at 21 Bay View Dr., and further identified as Assessor’s Plat 8, Lot 519 for a variance from Article 3, section 82-306 D to construct an acoustic fence approximately 20’ in height on south and west sides of property. Said property is located in a R20 zone and contains 6337 sq. ft.

E) Town of Jamestown as an abutter: Notice is hereby given that the Jamestown Zoning Board of Review will hold a public hearing March 28, 2023, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following:

Application of Our Table, LLC which subject property is located at 53 Narragansett Avenue, and further identified as Tax Assessor’s Plat 9, Lot 207 for a Special Use Permit granted under Article 6 Section 82-600 and 602, pursuant to Article 3 Section 82-301, Uses and Districts, Table 3-1 Permitted Uses, section VI.C.3, Lunchroom or Restaurant serving alcohol. This application also seeks a dimensional variance granted under Article 6 Section 82-600, 605, and 606 from Article 12 Section 82-1203, Minimum Off Street Parking, where the entire site will require 33 parking spaces and there are 25 parking spaces available. The subject property is located in a CD zone.

F) Permission to authorize Finance Director Christina Collins to pay invoices totaling \$19,780.25 to Narragansett Indian Tribe Historic Preservation Office

G) Permission to authorize Interim Town Administrator Mello to sign the Extension of Purchase and Sales Agreement between the Town of Jamestown and Church Community Housing for the property located at 91 Carr Lane from March 31, 2019 to March 31, 2024; upon final review by Solicitor Ruggiero.

H) Finance Director’s Report: Comparison Budget to Actuals as of February 28, 2023.

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

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

- A) Communications Received:
- 1) Copy of Email to: Vice President Meagher and Town Planner Lisa Bryer  
From: Denise Rounds  
Dated: February 27, 2023  
Re: Short-Term Rental Working Group
  - 2) Copy of Letter to: Town Council Members  
From: Jane Bentley, Zone Board of Review Commissioner  
Dated: March 9, 2023  
Re: Update of Zoning laws

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

*The Town Council Sitting as the Board of Water and Sewer Commissioners may seek to enter into Executive Session and/or Open Session for review, discussion and/or potential action and/or vote on the following:*

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

**XVI. THE TOWN COUNCIL ADJOURNS FROM SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS AND RECONVENES THE OPEN SESSION.**

**XVII. ADJOURNMENT OF EXECUTIVE SESSION**

**XVIII. ADJOURNMENT**

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

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

*Posted on the RI Secretary of State website on March 16, 2023.*