



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
***Rosamond A. Tefft Council Chambers***  
***93 Narragansett Avenue***  
**Tuesday, January 2, 2024**  
**6:30 P.M.**

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

**THIS MEETING WILL BE LIVE STREAMED:** To view the meeting with no interaction:  
<https://jamestownri.gov/how-do-i/watch-live-streamed-town-meetings>

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

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

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

**I. ROLL CALL**

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

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

A) Acknowledgements:

- 1) Proclamation 2024-02, in honor of Lt. Lewis "Lew" W. Kitts.
- 2) Jamestown Police Department formal swearing-in probationary officer Kevin Kidd.

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

A) Acknowledgements, Announcements, Presentations, Resolutions, And Proclamations:

- 1) Review, Discussion, and/or Action and/or Vote: Resolution 2024-03 of the Water and Sewer Commission Relative to a Temporary Moratorium on Applications and Permitting for Water Service Extensions.

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

**V. OPEN FORUM**

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

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

**VI. 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) Fort Wetherill Boat Owner’s Association Rental Agreement request. (Consent Agenda)
  - 2) Short-Term Rental Application update.
  - 3) December 17, 2023 Storm Event Summary
  - 4) Mission Broadband Inc. Grant Project (Consent Agenda)

**VIII. UNFINISHED BUSINESS**

- A) No items at this time.

**IX. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Review and/or Discussion of the Jamestown Conservation Commission (JCC) recommendations:
  - 1) At the request and recommendation of the Jamestown Conservation Commission to the Town Council, a formal dedication of the Public Right of Way(s) Oversight Responsibility to the Jamestown Conservation Commission.
  - 2) At the request of the Jamestown Conservation Commission permission to develop a Town-Wide Outreach Education Forum for Sustainability in Jamestown.

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

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
- 1) Jamestown Tree Warden, pursuant to RIGL§2-14-2: each city and town must appoint a licensed arborist to serve as a tree warden each year during their January Council meeting. Review, discussion, and/or potential action and/or vote:
    - a) Letter of interest for reappointment
      - i) Steve Saracino
  - 2) Beavertail State Park Advisory Committee, One (1) member vacancy; with a three-year term ending December 31, 2026, duly advertised in the December 14<sup>th</sup> and 21<sup>st</sup> editions of the Jamestown Press:
    - a) Interested Applicant(s):
      - i) Gordon Rapkin
        - Application received November 6, 2023
        - Interviewed on December 4, 2023
    - b) Request to Order to re-advertise the vacancy
  - 3) 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:
    - a) Interested Citizens-at-Large Applicants:
      - i) Daphne G. Meredith
        - Application received December 19, 2023
        - Interview to be scheduled
      - ii) Laura Goldstein
        - Application received December 26, 2023
        - Interview to be scheduled
      - iii) Linda Jamison
        - Application received December 28, 2023\*
    - b) Interested Board of Canvasser Applicants:
      - i) Carol Nelson-Lee
        - Application received December 27, 2023
      - ii) Kenneth Newman
        - Email expressing interest received December 28, 2023\*
    - c) Request to Order to re-advertise the vacancy(s)

*\*These applications were received after the December 27<sup>th</sup> advertised deadline.*

- 4) Juvenile Hearing Board, One (1) alternate member vacancy, with a two-year term ending December 31, 2025; duly advertised in the December 14<sup>th</sup> and 21<sup>st</sup> editions of the Jamestown Press:
  - a) Interested Applicant(s):
    - i) Nicole Fuoco
      - Application received December 15, 2023
      - Interview to be scheduled
  
- 5) Library Board of Trustees, One (1) member vacancy, with a three-year term ending December 31, 2026, duly advertised in the December 14<sup>th</sup> and 21<sup>st</sup> editions of the Jamestown Press:
  - a) Interested Applicant(s):
    - i) Gordon Rapkin
      - Application received November 6, 2023
      - Interview on December 4, 2023
    - ii) Janet Schachtel Baker
      - Application received December 4, 2023
      - Interview to be scheduled
    - iii) Jean Burditt
      - Application received December 22, 2023
      - Interview to be scheduled
  
- 6) Tick Task Force Ad hoc Committee, Five to Seven (5-7) member vacancy, for an unspecified term, duly advertised in the December 14<sup>th</sup> and 21<sup>st</sup> editions of the Jamestown Press:
  - a) Interested Applicant(s):
    - i) Taryn Breneman
      - Application received December 22, 2023
      - Interview to be scheduled
    - ii) Wayne C. Breneman
      - Application received December 22, 2023
      - 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) Minutes of Boards/Commissions/Committees
  - 1) Jamestown Library Board of Trustees (December 13, 2022)
  - 2) Jamestown Library Board of Trustees, (January 10, 2023)
  - 3) Jamestown Library Board of Trustees, (February 14, 2023)
  - 4) Jamestown Library Board of Trustees, (March 14, 2023)
  - 5) Jamestown Library Board of Trustees, (April 4, 2023)
  - 6) Jamestown Library Board of Trustees, (May 2, 2023)
  - 7) Jamestown Library Board of Trustees, (June 13, 2023)
  - 8) Jamestown Library Board of Trustees, (August 8, 2023)
  - 9) Jamestown Library Board of Trustees, (September 12, 2023)
  - 10) Jamestown Library Board of Trustees, (October 17, 2023)
  - 11) Jamestown Library Board of Trustees, (November 16, 2023)
  - 12) Newport & Bristol County Convention and Visitor's Bureau and Subsidiary, Annual Comprehensive Financial Report, June 30, 2023
  
- B) At the recommendation of Town Administrator Mello approval of the lease agreement between the Fort Wetherill Boat Owner's Association and the Town of Jamestown for use of the town-owned building at Fort Wetherill to be used only for the construction of floating docks and storage of associated materials for the period of January 15 through June 30, 2024, in the amount of \$5000 or the exchange of in-kind construction services.
  
- C) At the request of Town Administrator Mello grant approval for the Town of Jamestown to partner with the Greater Newport Chamber of Commerce to consult with Mission Broadband Inc. on the grant-funded project to research and report on internet speeds and pricing models available to Jamestown residents and businesses.
  
- D) Ratification of the Administratively approved Short-Term Rental application for the period of January 1, 2024 through December 31, 2024:
  - 1) Jeffrey Gravidahl, STR-91, 28 Newport Street
  - 2) Marianne Kirby, STR-28, 83 Bay View Drive
  - 3) Lisa Musco, STR-50, 6 Knowles Court
  - 4) Reva & Bruce DiGennaro, STR-77, 49 Hamilton Avenue
  - 5) Charles Higgins, STR-86, 24 Pierce Avenue
  - 6) Marie Broadley, STR-75, 30 Seaview Avenue
  - 7) Ratsamy Keointhisone, STR-55, 33 Clinton Avenue
  - 8) Sarah Baines, STR-92, 59 Intrepid Lane

**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 letter to: Town Council
- From: Dorianna Carella and Andrea Colognese
- Dated: December 20, 2023
- Re: Short-Term Rentals in ADUs.

**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 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 December 28, 2023.*