



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
**Rosamond A. Tefft Council Chambers**  
**93 Narragansett Avenue**  
**Monday, July 15, 2024**  
**6:10 P.M.**

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

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

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

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

*Attachments for items on this meeting agenda are available to the public on the Town website at:*  
<https://jamestownri.gov/town-government/town-council/town-council-meetings-minutes/2024meetings-minutes>

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

TIME	NAME	COMMITTEE
6:10	Joyce Hooley Bartlett	250 <sup>th</sup> Commission
6:20	Kevin McLaughlin	250 <sup>th</sup> Commission

**II. ROLL CALL**

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

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

- A) Open Forum – Water & Sewer Matters  
Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibit the Town Council from discussing, considering, or acting on any topic, statement, or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.
  - 1) Scheduled request to address – None.
  - 2) Non-scheduled request to address.

- B) Report of Town Officials: Review, Discussion, and/or Action and/or Vote:
  - 1) Pumping Report
  - 2) Town Project Reports
    - a) Town Wells
    - b) Water Treatment Plant
    - c) Transfer Pumping/Reservoir
    - d) Distribution System
    - e) Wastewater Treatment Facility
  - 3) Consumer Confidence Report – 2024/Covering Calendar Year - 2023
  
- C) Letters and Communication:
  - 1) Review, Discussion, and/or Action and/or Vote on the Letter from Bonnie Kennedy of 177 Conanicus Avenue re: request for relief from her 04/2024 Water and Sewer bill.
  
- D) New Business:
  - 1) No items at this time.
  
- E) Consent Agenda
 

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

  - 1) Adoption of Minutes:
    - a) May 6, 2024 (special meeting)
    - b) May 20, 2024 (regular meeting)
  
  - 2) Finance Director’s Report: Water and Sewer Comparison Budget to Actuals as of June 30, 2024.

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

**V. OPEN FORUM**

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

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

- A) Proclamation: Review, Discussion, and/or Action and/or Vote: Proclamation 2024-18, August 24, 2024 Sunflower Family Festival Day.

## VII. PUBLIC HEARINGS, LICENSES, AND PERMITS

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

### A) Town Council Sitting as the Alcohol Beverage Licensing Board

Notice is hereby given by the Town Council of Jamestown, being the Licensing Board in said Town as provided under Title 3, Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended, the following has been received:

- 1) Pursuant to RIGL §3-7-14, the following license application has been received under said Act for a one-day license on July 19<sup>th</sup> (F-24-5) and July 31<sup>st</sup> (F-25-6), 2024:

CLASS F (NON-PROFIT)  
Jamestown Arts Center (JAC)  
18 Valley Street  
Jamestown, RI 02835

- a) Review, Discussion, and/or Action and/or Vote for Approval of the JAC CLASS F (NON-PROFIT) LIQUOR LICENSE (Number 10 & 11 of 12 licenses per calendar year issued RIGL§3-7-14).
- 2) Pursuant to RIGL §3-7-14, the following license application has been received under said Act for a one-day license on July 18<sup>th</sup> (F-24-7), 2024:

CLASS F (NON-PROFIT)  
Out of the Box Studio & Gallery (OBSG)  
11 Clinton Avenue  
Jamestown, RI 02835

- a) Review, Discussion, and/or Action and/or Vote for Approval of the OBSG CLASS F (NON-PROFIT) LIQUOR LICENSE (Number 3 of 12 licenses per calendar year issued RIGL§3-7-14).

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

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

*Please Note the Following Items are Status Reports and Matters of Interest to the Council and are for Informational Purposes unless Indicated Otherwise:*

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

- 1) Ft. Getty Pier update.
- 2) Street Light Transfer to the RIDOT (Consent Agenda).
- 3) Hull Street ROW adoption application (New Business).
- 4) RFP Broadband infrastructure project.
- 5) Short-Term Rental update (New Business).

**IX. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Update on the Jamestown Sustainable Resident Program:
  - 1) Memorandum from Town Planner Lisa Bryer regarding an update on the Jamestown Sustainable Resident Program Pilot Program.
  - 2) Copy of the Jamestown’s Sustainable Resident Program Pilot Project pamphlet.
- B) Review, Discussion, and/or Action and/or Vote: At the request of the Town Council at the January 2, 2024, Short-Term Rental Application Public Hearing, review of STR-4, Casey and Lauren Duva, 128 Garboard Avenue.

**X. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: At the recommendation of Town staff, review of the 2024 Short-Term Rental registration and license process:
  - 1) Memorandum from Town Administrator Mello regarding Short-Term Rentals.
  - 2) Memorandum from Town Engineer Jean Lambert regarding information request for Short-Term Rentals with Onsite Wastewater Treatment Systems (OWTS).
- B) Review, Discussion, and/or Action and/or Vote: At the recommendation of the Jamestown Conservation Commission approval of the Town of Jamestown Right of Way (ROW) Adoption application submitted by John G. Aquino, ROW #2, Hull Street:
  - 1) Copy of the ROW Adoption application submitted by John G. Aquino, dated May 16, 2024, ROW #2, Hull Street.
- C) Review, Discussion, and/or Action and/or Vote: At the recommendation of the Jamestown Conservation Commission approval of the proposed project and fundraising initiative to make the “Kit Wright Trail” wheelchair-accessible.

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

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
  - 1) Jamestown 250<sup>th</sup> Commission, Five to Seven (5-7) member vacancy, for a term ending December 1, 2027, duly advertised in the February 15<sup>th</sup> and 22<sup>nd</sup> editions of the Jamestown Press:
    - a) Interested Applicant(s)
      - i) Laura Goldstein
        - Application received March 7, 2024.
        - Previously interviewed (for Tick Task Force).
      - ii) Kevin McLaughlin
        - Application received March 24, 2024.
        - Interview scheduled July 15, 2024.

- iii) Joyce Hooley Bartlett
  - Application received June 12, 2024.
  - Interview scheduled July 15, 2024.

## **XII. CONSENT AGENDA**

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

- A) Adoption of Town Council Meeting Minutes
  - 1) June 17, 2024 (Regular meeting)
  - 2) June 17, 2024 (Executive Session)
  - 3) June 21, 2024 (Special Meeting)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Affordable Housing, (May 15, 2024)
  - 2) Elections Training and Advisory (May 8, 2024)
  - 3) Elections Training and Advisory (May 24, 2024)
  - 4) Elections Training and Advisory (June 13, 2024)
  - 5) Jamestown Housing Authority (December 13, 2023)
  - 6) Jamestown Housing Authority (February 14, 2024)
  - 7) Jamestown Housing Authority (March 13, 2024)
  - 8) Jamestown Housing Authority (April 17, 2024)
  - 9) Jamestown Housing Authority (May 8, 2024)
  - 10) Library Board of Trustees, (December 12, 2023)
  - 11) Library Board of Trustees, (January 9, 2024)
  - 12) Library Board of Trustees, (February 16, 2024)
  - 13) Library Board of Trustees, (March 20, 2024)
  - 14) Library Board of Trustees, (April 9, 2024)
  - 15) Library Board of Trustees, (May 14, 2024)
  - 16) Planning Commission (April 17, 2024)
  - 17) Planning Commission (May 15, 2024)
  - 18) Planning Commission (June 5, 2024)
  - 19) Tree Preservation & Protection (September 20, 2023)
  - 20) Tree Preservation & Protection (January 17, 2024)
  - 21) Tree Preservation & Protection (February 21, 2024)
  - 22) Tree Preservation & Protection (April 3, 2024)
  - 23) Tree Preservation & Protection (April 17, 2024)
  - 24) Zoning Board of Review (May 28, 2024)
  
- C) Finance Director's Report: Comparison Budget to Actuals as of June 30, 2024.
  
- D) Public Hearing Notifications: Notice is hereby given that the Jamestown Planning Commission will hold a public hearing on July 17, 2024, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, Rhode Island at 6:300 p.m. upon the following:
  - 1) Application of Joe and Mary Ellen Walek whose property is located at 117 Howland Avenue, and is further identified as Tax Assessor's Plat 9, Lot 639

for Development Plan Review and a Variance from Article 6, Section 82-602 entitled "District Dimensional Regulations", Table 6-2 for the Village Special Development District Zones R-8, R-20, CL, and CD authorized by this Ordinance, and Article 3, Section 82-305 entitled "Variances Authorized by this Ordinance" and Sections 82-306 and 82-307 to attach an existing garage currently located 6" from property line to an existing home with a new addition where a 10' side setback is required. Said property is located in an R-20 zone and contains 8,450 square feet.

- E) At the recommendation of Town Administrator Mello approval to execute the Agreement between the State of Rhode Island Department of Transportation and the Town of Jamestown for the Gratis Transfer of Streetlight Facilities.
- F) At the request of Town Planner Lisa Bryer, award the bid and contract for the Jamestown 2024 Comprehensive Plan to Weston & Samson Engineers, Inc., Foxboro, MA, for an amount not to exceed \$152,000.00:
  - 1) Memorandum from Town Planner Lisa Bryer to recommend the bid be awarded to the lowest and only bidder, Weston & Samson Engineers, Inc. for the Jamestown 2024 Comprehensive Plan.
- G) Ratification of the Administratively approved Short-Term Rental application for the period of January 1, 2024 through December 31, 2024:
  - 1) STR-56, Frederic Liss, 44 Columbia Avenue
  - 2) STR -144, Robert Roach, 170 Conanicus Avenue
  - 3) STR-66, Caroline Boden, 71 Howland Avenue
- H) Ratification of the Administratively approved Event/Entertainment License (ENT-24-16) application: Jamestown Community Theatre, "Arcadia", held on July 14-20, 2024, at the Jamestown Senior Center.
- I) One-Day Event/Entertainment License Applications: All One-Day Event/Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event:
  - 1) Applicant: Jamestown Arts Center (JAC)  
Event: Artist Talk & Reception (ENT-24-13)  
Date: July 19, 2024  
Location: JAC, 18 Valley Street
  - 2) Applicant: Jamestown Arts Center (JAC)  
Event: Above Us Only Sky (ENT-24-14)  
Date: July 31, 2024  
Location: JAC, 18 Valley Street
  - 3) Applicant: Out of the Box Studio & Gallery (OBSG)  
Event: Get It Together (ENT-24-15)  
Date: July 18, 2024  
Location: OBSG, 11 Clinton Avenue

- 4) Applicant: Jamestown Parks and Recreation  
Event: Jamestown Striper Club Kids Fishing Derby (ENT-24-17)  
Date: August 10, 2024  
Location: North Reservoir, 650 North Main Road

J) One-Day Vendor/Peddler License Applications: All One-Day Vendor/Peddler license application approvals are subject to any COVID-19 protocols in effect at the time of the event:

- 1) Applicant: Jamestown Yacht Club (ODVP-24-3)  
Event: Fools Rules Regatta  
Date: August 17, 2024  
Location: East Ferry Beach
- 2) Applicant: A Mano Pizza and Gelato (ODVP-24-6)  
Event: JHS Windmill Day (sub-applicant)  
Date: July 27, 2024  
Location: JHS Windmill, 378 North Road
- 3) Applicant: Kona Ice of Washington County (ODVP-24-5)  
Event: Jamestown Sunflower Festival (sub applicant)  
Date: August 24, 2024  
Location: 55 Lawn Avenue

**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 email to: Town Council  
From: Priscilla Blackman  
Dated: May 21, 2024  
Re: Wages/hour for part-time workers.
- 2) Copy of email to: Town Council  
From: Christopher Olobri  
Dated: June 16, 2024  
Re: Head’s Beach Dog Rule infractions.
- 3) Copy of article to: Town Council  
From: Marian Falla  
Dated: June 20, 2024  
Re: Middletown Council approves 30% tax hike for non-resident property owners.

- 4) Copy of letter to: Town Council  
 From: Stephen J. MacGillivray, Mary Lou Sanborn  
 Dated: June 24, 2024  
 Re: JB's On the Water – Demand.
- 5) Copy of letter to: Town Council  
 From: Michael L. Mineau, Esq.  
 Dated: July 8, 2024  
 Re: Response to June 24, 2024 letter from Attorney Stephen MacGillivray re: 150 Conanicus Avenue, Jamestown, RI 150 Conanicus Ave., LLC and operated by JB's On the Water, LLC.
- 6) Copy of letter(s) to: Town Council  
 From: Jamestown Lawn School 5<sup>th</sup> graders
- Braden D'Amico, re: Dog park in Jamestown.
  - Theodore Schipritt, re: Dog park in Jamestown.
  - Josh Castner, re: Dog park in Jamestown.
  - Ayla Parkhurst, re: Dog park in Jamestown.
  - Abigail DeMolles, re: Dog park in Jamestown.
  - Ester Meyer, re: Dog park in Jamestown.
  - Logan Rathbun, re: Dog park in Jamestown.
  - Vivian Catalozzi, re: Dog park in Jamestown.
  - Hannah Sandler, re: Save the bees/pollinator gardens to help save bees.
  - Samuel Barone, re: Save the bees/Jamestown as a bee-safe community.
  - Jillian Cashwell, re: Save the bees/increase bumblebee population.
  - Georgia Foster, re: Protecting Jamestown's estuaries.
  - Colby Dourado, re: Sea level rise concerns.
  - Nathan Silvia, re: School lunches and climate change.
  - Breslin Kirmi, re: Invasive plants affect environment and ecosystem.
  - Caitlin Pushee, re: Installation of public electric car charging stations.
  - Elise Foster, re: Installation of public electric car charging stations.
  - Mason Atkins, re: Installation of public electric car charging stations.
  - Riley Bentley, re: Installation of public electric car charging stations.
  - Reese Taji, re: Energy use/solar energy on town buildings.
  - Faith Phillips, re: Privatization of the water treatment plant.
  - Lucy Logioco, re: Plastics in our oceans and coastlines.
  - Milo Reiff, re: Repair potholes.
  - Jacob Murphy, re: Keep kids safe from tobacco and nicotine products.
- 7) Copy of letter to: Town Council  
 From: Maryse Poirier  
 Dated: July 10, 2024  
 Re: Concerns regarding vendor practices at the Jamestown Farmer's Market.



- 8) Copy of letter to: Gould Island Advisory Committee  
From: Barbara Carton  
Dated: June 5, 2024  
Re: Gould Island use.
- 9) Copy of letter to: Gould Island Advisory Committee  
From: Margaret Hemp  
Dated: June 8, 2024  
Re: Gould Island use.

#### **XIV. 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) 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 interest of the public.

#### **XV. 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 Philomenian 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 July 11, 2024.*