



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 th Commission
6:20	Kevin McLaughlin	250 th 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

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 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 19th (F-24-5) and July 31st (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 18th (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 250th Commission, Five to Seven (5-7) member vacancy, for a term ending December 1, 2027, duly advertised in the February 15th and 22nd 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 5th 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.

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 July 12, 2024.

Project Update July 2024

WELLS

JR-1

- JR-1 is in service

TREATMENT PLANT

- We continue to operate with two staff in the water department. Ed and I met with RI Rural Water Association to talk about the challenges in recruitment and licensing. The members stated that they would send our job to their members. To date no response. An advertisement has been on the New England Water Career website for months with no applications submitted.
- I completed a Request for Proposal for the operation and maintenance of the Jamestown Water Treatment Facility. The RFP was advertised on July 3rd with proposals due on August 20th. A preproposal conference will be held on July 11th for interested vendors to attend.
- I have been working on the water and sewer rules and regulations with Pare Corporation to finalize a draft for the commission to review.

TRANSFER PUMPING/RESERVOIR

- The north reservoir is at capacity and spilling over. No water has been transferred from South Pond.
- We are monitoring conditions as south pond for the dam improvement project that has been designed and permitted. Reservoir is at its highest level due to excessive rainfall and may affect implementation of the project this season. The work involves removing the existing earthen dike section and rebuilding with engineered soils. All earth work must be completed in dry conditions for proper placement and proper compaction.

DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 60 MG

Usable Storage 60 Million Gallons

- The watermain replacement project on High Street is scheduled for the week of July 15th.
- Jean Lambert and Carrie Kolb have been assisting with the lead service line inventory program. They created a webpage on the Jamestown website and an online survey for homeowners to complete and submit. A notice has been advertised in the paper asking for assistance in identifying service lines through the online survey. Inspections will also be conducted by the staff as necessary to assist homeowners in identifying the service line material. The inventory is due by October 16th to the RIDOH. I have attached copies of the information provided on the Town's website.

WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for June was 0.24 million gallons per day. The monthly average allowed by our discharge permit is 0.73 million gallons per day. The peak daily flow was 0.386 million gallons due to rain storms.
- Weston and Sampson submitted a draft evaluation report for the wastewater treatment facility and pump stations. Staff from Weston and Sampson evaluated the facilities and provided a condition assessment of Architectural & buildings, process mechanical, electrical, instrumentation, and

HVAC. Each asset was assigned an estimated useful lifetime based on the information collected. The estimated lifetimes were then used to develop a conditional rating and a probability of failure. The assets condition rating is on a scale of 1 to 5 with five being the worst. The assets were then grouped into priority groups numbered one to five with one being the highest priority and recommended to be implemented immediately. Weston and Sampson then provided recommendations for improvements for the facilities with estimated cost based on the condition and priority.

Doug Ouellette, the wastewater superintendent, and I are reviewing this initial draft and will be meeting with staff from Weston and Sampson. After this initial review Weston and Sampson will address our comments and make any necessary revisions. I will then provide a final draft to the Commission.



JAMESTOWN MUNICIPAL WATER USERS

LEAD SERVICE LINE INVENTORY WE NEED YOUR HELP!



The Jamestown Water Department (JWD) must identify and replace all lead service lines in our community. *ALL* users are encouraged to take the survey to help the JWD determine if there may be a lead service line on your property. The survey can be found at [Water Service Line Material Survey \(alchemer.com\)](https://www.alchemer.com) or scan the QR Code. Please complete the 5-10 minute survey by midnight on August 15, 2024. Contact the JWD at 401-423-7193 if you have questions.

DOCUMENTS

AS Information

Water System Consumer Confidence Reports

Water System Health Department Notices

Water Conservation Tips

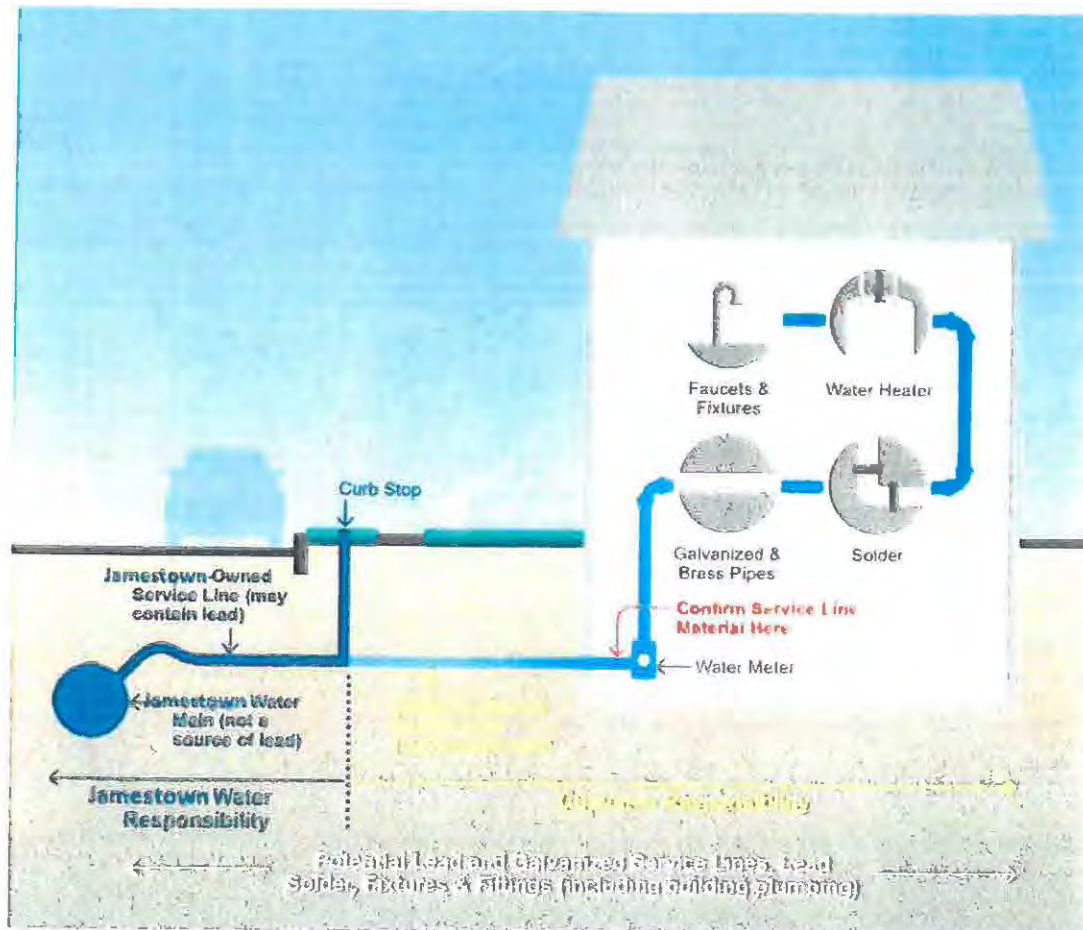
MUNICIPAL WATER RESTRICTIONS JUNE 15 2024-SEPTEMBER 15 2024

Lead & Drinking Water

The Jamestown Water Department (JWD) provides drinking water that consistently meets or exceeds all state and federal water quality standards. Drinking water leaving our treatment plant does not contain lead. However, lead can leach into the water from lead service lines, lead base solder on copper pipes (used until 1986), and older brass faucets/fittings that contain lead. Elevated lead levels can cause serious health problems, especially for pregnant women and young children.

HELP US IDENTIFY LEAD SERVICE LINES

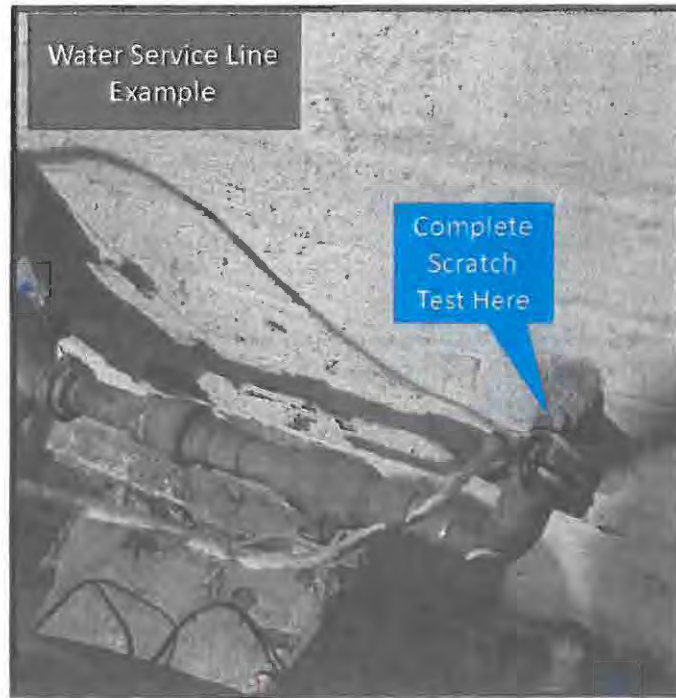
The JWD recommends that you confirm the material of your service line and, if it is lead, have it removed. This graphic shows the approximate limits of public versus private water lines.







To find and check the water service line in your home or business, you can use this step-by-step guide:

Find Lead Pipes in Your Home

Here's an example of what the water service line might look like as it enters your home:



Use a key or coin to scratch the pipe close to where it enters the house. What color is it?

Possible Pipe Materials	Pipe Material Information
 Lead	Lead: A dull, silver-gray color that is easily scratched with a coin. Use a magnet – strong magnets will not cling to lead pipes.
 Copper	Copper: The color of a copper penny.
 Galvanized Steel	Galvanized: A dull, silver-gray color. Use a magnet – strong magnets will typically cling to galvanized pipe.
 Plastic	Plastic: White, rigid pipe that is joined to water supply piping with a clamp.

COMPLETE THE JAMESTOWN WATER SERVICE LINE SURVEY

After you check your service line, please click [HERE](#) to complete the Jamestown Water Service Line Survey or use the QR code shown here:



ADDITIONAL INFORMATION

[EPA Lead & Copper Rule](#)

[RI Department of Health: Lead in Drinking Water](#)

[EPA Basic Information about Lead in Drinking Water](#)

Do you have lead pipes in your home?

Lead exposure, even in small amounts, may cause health problems. It is connected with behavior and learning problems in kids, and high blood pressure and kidney problems in adults.

Lead in water systems is one possible source of exposure, and that's because in many homes, the pipe that connects the building's plumbing to the water system is still made of lead.

We'll help you find out whether your drinking water is at risk in a few simple steps. You won't need anything fancier than a magnet and a coin, but you will need to be at home to follow along.

If you do find lead, we'll show you what you can do.

Find out if you have lead pipes

Not at home? [Add a reminder to your calendar.](#)

Or, if you already know you have lead pipes, [here's what to do next.](#)

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What's a service line?

When lead gets into tap water, it often happens right before it enters the home – through what is called a service line.

Service lines are like straws that carry water to your house from the main. Often, the **part up to the property line** is considered public, and may have been replaced by the water utility. But in a lot of cities, **most of the service line** is considered private property – and the homeowner's responsibility.

Service lines can be pure lead. If they aren't made of lead, they might be soldered together with lead.



Illustration: Katherine Du

To find out what your service line is made of, you'll need a refrigerator magnet, and a key or a coin.

Next: Find your water meter

Back

Find your water meter

It could be outside, on the sidewalk or in the part of the yard that faces the street, and look something like this.



My water meter is outside

Or it could be inside, in the basement, crawlspace or even garage, and look like this.



My water meter is inside

Your water meter should say "gallons" on the dial, whereas the units on a gas or electric meter will say "cubic feet" or "kilowatt hours." (If you have a well, you'll want to look for the well cap.)

I couldn't find my water meter

Back

FIND LEAD PIPES IN YOUR HOME

EN ES

Find the pipe

It should be 1 inch in diameter and enter the house from a few feet underground before connecting to the water meter. You'll also see a valve on it, which looks something like this.



Found it?

Yes, I found it

No, I couldn't find it

Back

FIND LEAD PIPES IN YOUR HOME

EN ES

Scratch the pipe

Use the key or coin to scratch the pipe close to where it enters the house through the wall, usually from a few feet underground.

What color is it underneath?



Orange like a shiny penny



Silver or gray

Don't know

Back

Water Service Line Material Survey

TOWN OF JAMESTOWN WATER SERVICE LINE MATERIAL SURVEY

Please take 5-10 minutes to complete the survey and submit your service line material type.

Please fill out only one survey and complete survey by August 15, 2024.

If you cannot find your water meter or cannot identify the service line material, please make an app
Contact Jean Lambert via email [CLICK HERE](#) or call at 401-423-7193.

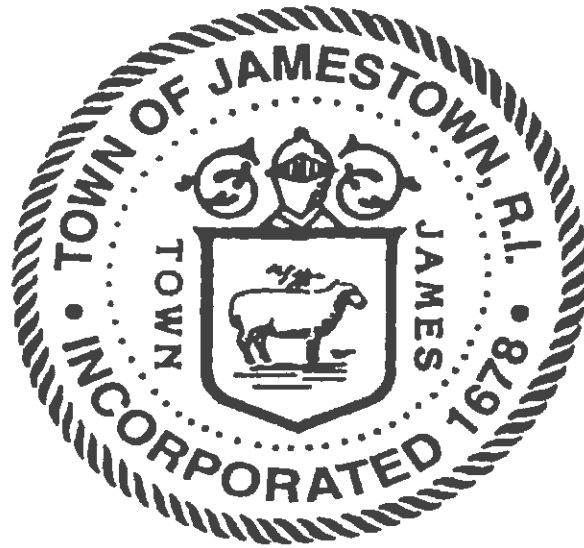
Water Service Line Detail

JAMESTOWN WASTEWATER TREATMENT FACILITY

1 Freebody Drive, Jamestown RI 02835

Phone: 401-423-7295 Fax: 401-423-7195 Email: douellette@jamestownri.net

Superintendent: Douglas Ouellette



OPERATIONS & MAINTENANCE MONTHLY REPORT

June 2024

Environmental Compliance (Violations)

There were no violations for the month of June

Complaints

There were no complaints for the month of June.

Alarms

There were no alarms to report for June

Septage

The facility 3000 gallons of septage for the month.

Sludge Production

The facility processed 81,000 gallons sludge in June through Wastewater Services Inc.

Maintenance Management

The Crew completed 60 work orders for June.

TREATMENT PLANT

Influent Totals Lbs.

TSS	
Total	7,354.70
High	1,136.85
Low	267.42
Average	565.75

BOD	
Total	5,771.79
High	644.21
Low	317.64
Average	443.98

Effluent Totals

LOADING Lbs

TSS		Permit Limits
Daily Max	10.04	304
Low	2.95	/
Average	6.01	183

BOD		Permit Limits
Daily Max	6.44	304
Low	2.66	/
Average	4.36	183

CONCENTRATION

Percent TSS Removal		Permit Limits
Percent Removed	98.9%	85%
Percent BOD Removal		
Percent Removed	99.5%	85%

BOD Concentration mg/L		Permit Limits
Monthly Average	0.9	30 mg/L
Weekly Average	2.3	45 mg/L
Daily Max	2.8	50 mg/L

TSS Concentration mg/L		Permit Limits
Monthly Average	2.7	30 mg/L
Weekly Average	2.3	45 mg/L
Daily Max	4.72	50 mg/L

Collection System

30 pump station inspections were completed. 12 Gen Set inspections were performed. All stations are operating as designed.

Energy Use

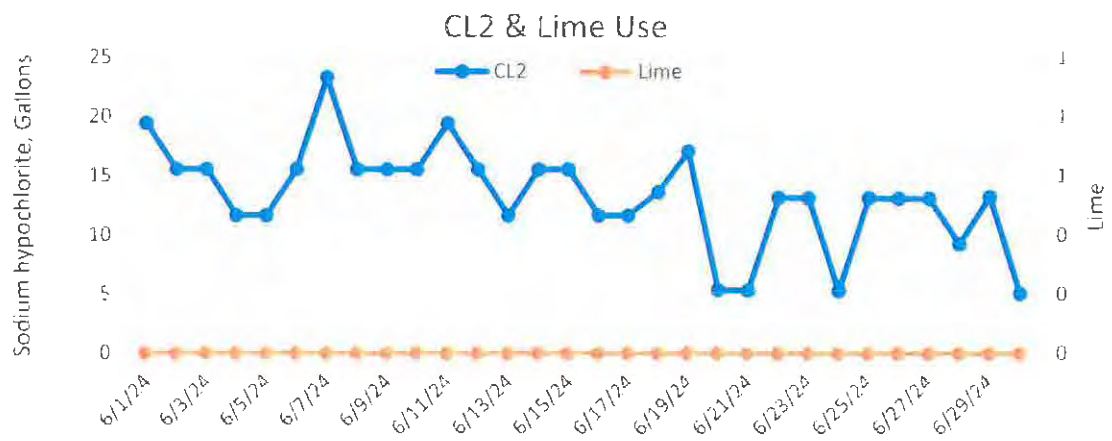
Energy use at the plant for the month was: 17,684 KWH

Precipitation

Precipitation measured in at 5.19"

Chemical Use

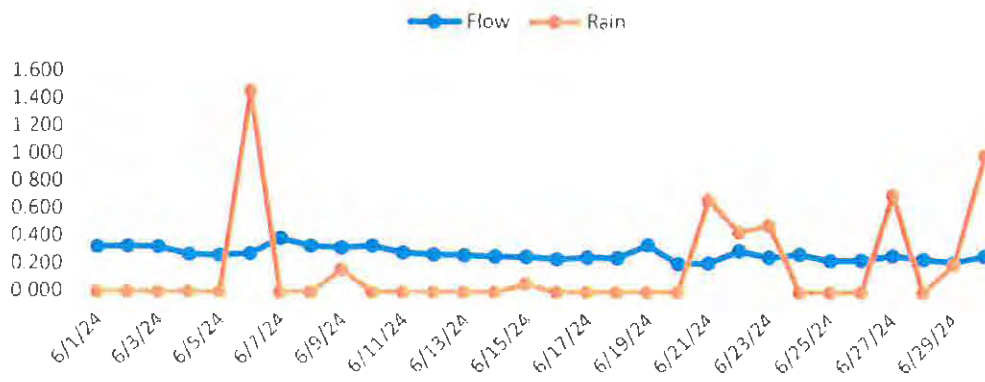
The facility used 400 gallons of Sodium hypochlorite and 0 pounds of lime for process



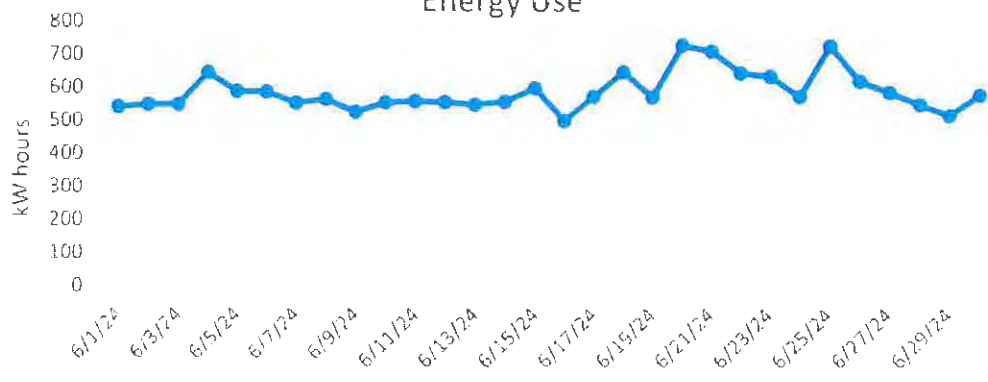
FLOWS

FLOW MGD		Permit Limits
Maximum	0.386	/
Minium	0.127	/
Monthly Average	0.24	0.73
Total	7.27	/

Flow & Rain



Energy Use

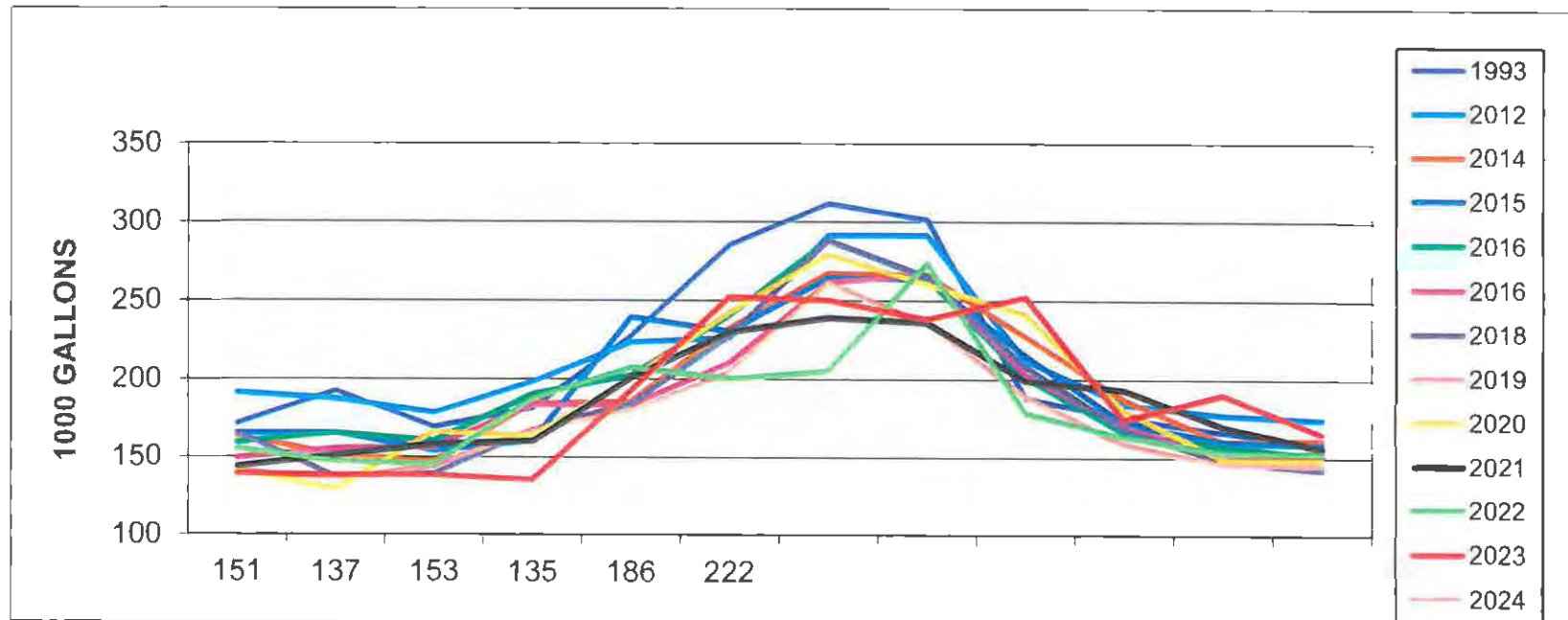


Notable Events:

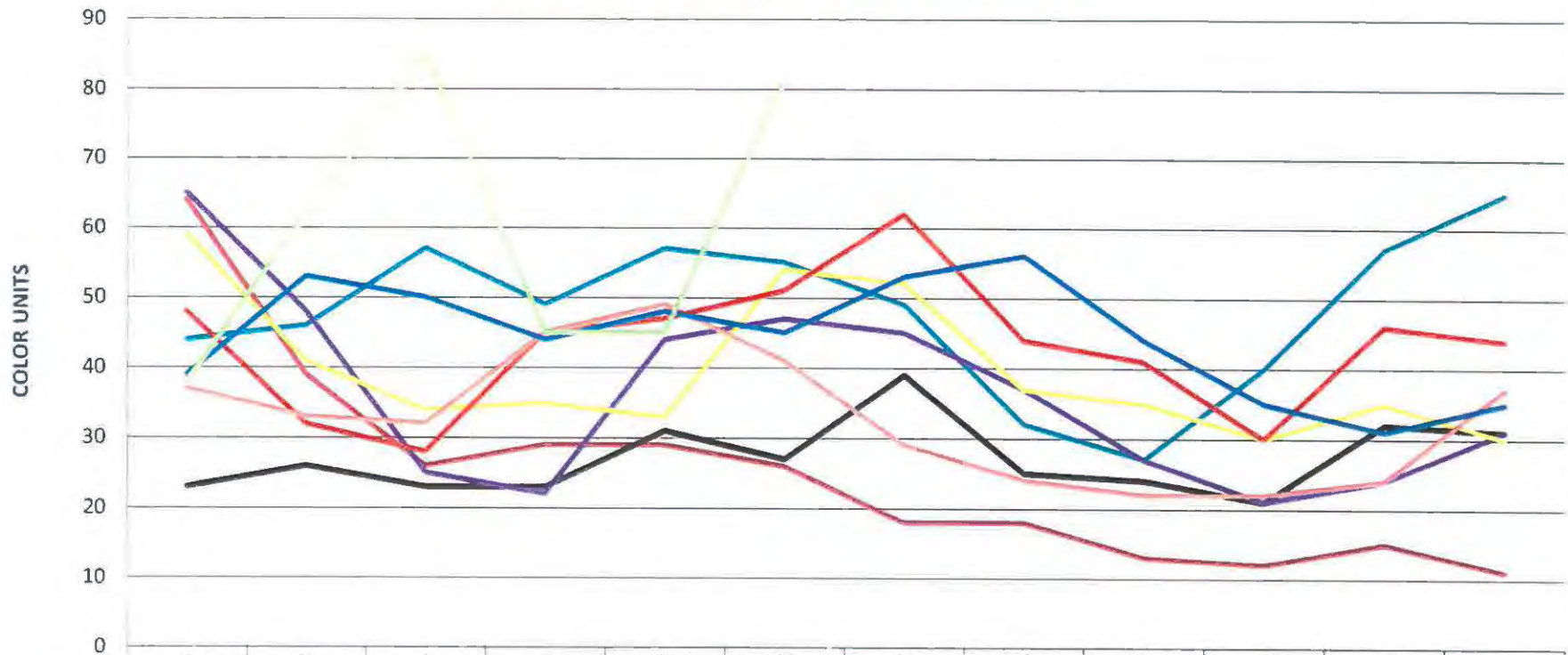
The facility pumped 974,000 gallons of recycled effluent to the golf course and used 31 gallons of sodium hypochlorite for the DEM required added disinfection.

	1993	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan	171	172	155	191	163	165	159	149	165	141	141	144	155	139	151
Feb	192	158	156	187	151	165	165	155	137	135	129	151	147	138	137
Mar	169	157	155	178	147	154	160	156	139	144	166	158	145	138	153
Apr	181	180	170	198	184	160	190	183	167	167	163	160	187	135	135
May	227	212	190	223	185	239	202	183	184	179	200	201	207	192	186
Jun	285	226	221	226	232	230	240	210	227	204	242	230	200	252	222
Jul	311	279	278	291	267	264	288	261	288	261	279	239	205	250	
Aug	301	254	242	291	266	263	264	266	265	235	260	236	273	238	
Sep	188	205	210	212	227	215	201	203	208	189	241	199	178	252	
Oct	175	175	175	184	187	172	166	170	168	158	180	193	163	174	
Nov	166	164	167	177	160	160	157	151	148	146	149	170	153	190	
Dec	158	158	180	174	161	158	151	151	142	145	149	156	153	165	

PUMPING REPORT



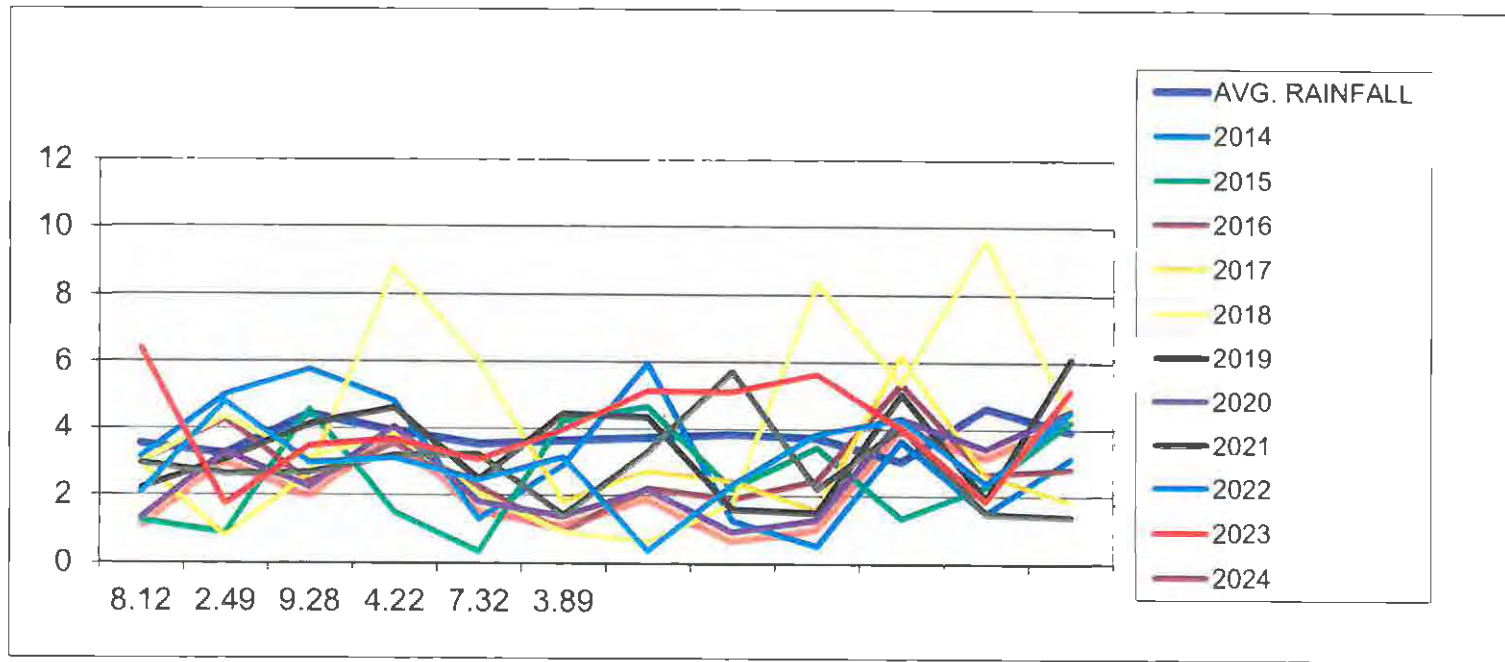
Transfer Pumping NORTH POND WATER QUALITY



	1	2	3	4	5	6	7	8	9	10	11	12
2016	64	39	26	29	29	26	18	18	13	12	15	11
2017	23	26	23	23	31	27	39	25	24	21	32	31
2018	44	46	57	49	57	55	49	32	27	40	57	65
2019	65	48	25	22	44	47	45	37	27	21	24	31
2020	59	41	34	35	33	54	52	37	35	30	35	30
2021	48	32	28	45	47	51	62	44	41	30	46	44
2022	37	33	32	45	49	41	29	24	22	22	24	37
2023	39	53	50	44	48	45	53	56	44	35	31	35
2024	38	62	85	45	45	81						

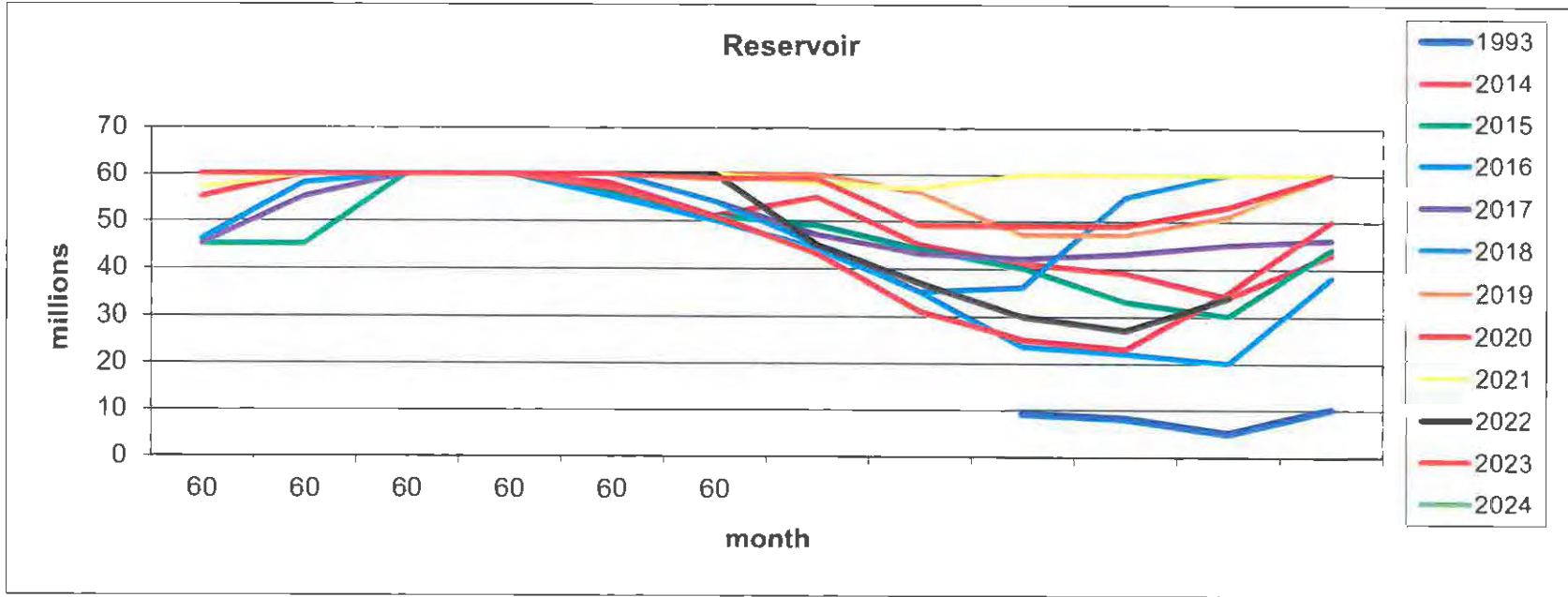
	AVG. RAINFALL	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan	3.5	3.1	1.22	2.94	2.94	2.94	2.19	1.3	2.94	2.04	6.36	8.12
Feb	3.2	4.98	0.86	4.25	0.76	4.33	3.06	3.26	2.62	4.77	1.7	2.49
Mar	4.4	5.74	4.53	2.36	2.62	3.07	4.11	2.21	2.66	2.94	3.44	9.28
Apr	3.9	4.8	1.47	3.53	8.8	3.79	4.61	4.03	3.18	3.08	3.65	4.22
May	3.5	1.27	0.32	2.24	6.03	2.03	2.46	1.79	3.2	2.43	3.03	7.32
Jun	3.6	2.86	4.2	0.89	1.79	0.89	4.44	1.36	1.4	3.11	3.93	3.89
Jul	3.7	5.93	4.63	2.19	2.7	0.61	4.33	2.16	3.3	0.35	5.1	
Aug	3.8	1.23	2.17	1.88	2.4	1.73	1.58	0.91	5.71	2.29	5.08	
Sep	3.7	0.5	3.41	2.42	1.54	8.35	1.49	1.27	2.19	3.81	5.62	
Oct	3	3.61	1.31	5.33	6.18	5.34	5.04	4.29	4.03	4.28	4	
Nov	4.6	1.47	2.27	2.63	2.61	9.61	1.89	3.39	1.47	2.33	1.83	
Dec	3.9	3.1	4.2	2.79	1.81	4.33	6.09	4.53	1.38	4.48	5.12	
Total	44.8	38.59	30.59	33.45	40.18	47.02	41.29	30.5	34.08	35.91	48.86	35.32

RAINFALL



RESERVOIR LEVEL

	1993	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan		55	45	46	45	60	60	60	57	60	60	60
Feb		60	45	58	55	60	60	60	60	60	60	60
Mar		60	60	60	60	60	60	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60	60	60	60
May		58	56	55	60	60	60	57	60	60	60	60
Jun		51	51	50	54	54	60	51	60	60	59	60
Jul		55	49	44	47	45	60	43	58	45	59	
Aug		45	44	35	43	35	56	31	57	37	49	
Sep	9	41	40	23.5	42	36	47	25	60	30	49	
Oct	8	39	33	22	43	55	47	23	60	27	49	
Nov	5	34	30	20	45	60	51	35	60	34	53	
Dec	10	43	44	38	46	60	60	50	60	48	60	



JAMESTOWN WATER DEPARTMENT

Consumer Confidence Report – 2024

Covering Calendar Year – 2023

RI1858419

This brochure is a snapshot of the quality of the water that we provided last year. Included are the details about where your water comes from, what it contains, and how it compares to Environmental Protection Agency (EPA) and state standards. We are committed to providing you with information because informed customers are our best allies. If you would like to learn more about our decision-making processes that affect drinking water quality, please call MICHAEL GRAY at 401-423-7225.

Your water comes from:

Source Name	Source Water Type
NORTH (CARR) POND	Surface Water
WELL JR-1 (BR)	Ground Water
SOUTH (WATSON) POND	Surface Water

Buyer Name	Seller Name
There are no additional purchases to display.	

The two primary sources of water are North Pond and one groundwater well, designated JR-1. South Pond is used as a supplemental water source during periods of the year when the water is available in the reservoir. We disinfect our water and treat it for pH and corrosion control. Our treatment plant can produce 500,000 gallons of clean water a day.

The RI Department of Health, in cooperation with other state and federal agencies, has assessed the threats to Jamestown Water Department water supply sources. The assessment considered the intensity of development, the presence of businesses and facilities that use, store or generate potential contaminants, how easily contaminants may move through the soils in the Source Water Protection Area (SWPA), and the sampling history of the water.

Our monitoring program continues to assure that the water delivered to your home is safe to drink. However, the assessment found that the water source is at LOW RISK of contamination. This does NOT mean that the water cannot become contaminated. Protection efforts are necessary to assure continued water quality. The complete Source Water Assessment Report is available from Jamestown Water Department or the Department of Health at (401) 222-6867.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as those with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791).

The sources of drinking water (both tap water and bottled water) included rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in sources water before we treat it include:

Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, livestock operations and wildlife.

Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.

Pesticides and herbicides, which may come from a variety of sources such as storm water run-off, agriculture, and residential users.

Radioactive contaminants, which can be naturally occurring or the result of mining activity.

Organic contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and also come from gas stations, urban storm water run-off, and septic systems.

In order to ensure that tap water is safe to drink, EPA prescribes regulation which limits the amount of certain contaminants in water provided by public water systems. Food and Drug Administration regulations establish limits for contaminants in bottled water, which must provide the same protection for public health.

Our water system is required to test a minimum of 3 samples per month in accordance with the Total Coliform Rule for microbiological contaminants. Coliform bacteria are usually harmless, but their presence in water can be an indication of disease-causing bacteria. When coliform bacteria are found, special follow-up tests are done to determine if harmful bacteria are present in the water supply. If this limit is exceeded, the water supplier must notify the public.

Water Quality Data

The following tables list all of the drinking water contaminants which were detected during the 2023 calendar year. The presence of these contaminants does not necessarily indicate the water poses a health risk. Unless noted, the data presented in this table is from the testing done January 1- December 31, 2023. The state requires us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Some of the data, though representative of the water quality, is more than one year old. **Our water system makes every effort to provide you with safe drinking water.**

Terms & Abbreviations

Maximum Contaminant Level Goal (MCLG): the "Goal" is the level of a contaminant in drinking water below which there is no known or expected risk to human health. MCLGs allow for a margin of safety.

Maximum Contaminant Level (MCL): the "Maximum Allowed" MCL is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Secondary Maximum Contaminant Level (SMCL): recommended level for a contaminant that is not regulated and has no MCL.

Action Level (AL): the concentration of a contaminant that, if exceeded, triggers treatment or other requirements.

Treatment Technique (TT): a required process intended to reduce levels of a contaminant in drinking water.

Maximum Residual Disinfectant Level (MRDL): the highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

Maximum Residual Disinfectant Level Goal (MRDLG): the level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

Non-Detects (ND): lab analysis indicates that the contaminant is not present.

Parts per Million (ppm) or milligrams per liter (mg/l)

Parts per Billion (ppb) or micrograms per liter ($\mu\text{g/l}$)

Picocuries per Liter (pCi/L): a measure of the radioactivity in water.

Millirems per Year (mrem/yr): measure of radiation absorbed by the body.

Monitoring Period Average (MPA): An average of sample results obtained during a defined time frame, common examples of monitoring periods are monthly, quarterly and yearly.

Nephelometric Turbidity Unit (NTU): a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person. Turbidity is not

regulated for groundwater systems.

Running Annual Average (RAA): an average of sample results obtained over the most current 12 months and used to determine compliance with MCLs.

Locational Running Annual Average (LRAA): Average of sample analytical results for samples taken at a particular monitoring location during the previous four calendar quarters.

Testing Results for: JAMESTOWN WATER DEPARTMENT

Microbiological	Result	MCL	MCLG	Typical Source	Violation
No Detected Results were Found in the Calendar Year of 2023					

Regulated Contaminants	Collection Date	Highest Value	Range (low/high)	Unit	MCL	MCLG	Typical Source	Violation
BARIUM	3/7/2023	0.009	0.002 - 0.009	ppm	2	2	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits	No
NITRATE	4/24/2023	0.38	0.07 - 0.38	ppm	10	10	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits	No

Disinfection Byproducts	Sample Point	Monitoring Period	Highest LRAA	Range (low/high)	Unit	MCL	MCLG	Typical Source	Violation
TOTAL HALOACETIC ACIDS (HAA5)	Distribution System	2023	22	3.5 - 31	ppb	60	0	Byproduct of drinking water disinfection	No
TTHM	Distribution System	2023	52	45.3 - 65.7	ppb	80	0	Byproduct of drinking water disinfection	No

Lead and Copper	Monitoring Period	90 th Percentile	Range (low/high)	Unit	AL	Sites Over AL	Typical Source
COPPER, FREE	2020 - 2022	0.079	0.012 - 0.15	ppm	1.3	0	Corrosion of household plumbing systems
LEAD	2020 - 2022	3.4	0 - 45	ppb	15	1	Corrosion of household plumbing systems

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Your water system is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

Maximum Disinfection Level	MPA	MPA Units	RAA	RAA Units	Violation
2023 - 2023	0.3700	MG/L	0.2	MG/L	No

Total Organic Carbon	Number of Samples	RAA	Required Removal Ratio	Removal Ratio	Violation
11/1/2023 - 11/30/2023	12	1.15	1.0 RATIO	1.94	No

Analyte	Facility	Highest Value	Unit of Measure	Month Occurred	Violation
TURBIDITY	TREATMENT PLANT 1	0.09	NTU	January 2023	No

Radiological Contaminants	Collection Date	Highest Value	Range (low/high)	Unit	MCL	MCLG	Typical Source	Violation
No Detected Results were found in the past five years.								

During the 2023 calendar year, we had the below noted violation(s) of drinking water regulations.

Federal Compliance Period	Analyte	Comments
No Violations Occurred in the Calendar Year of 2023		

Additional Required Health Effects Language:

Infants and children are typically more vulnerable to lead in drinking water than the general population. It is possible that lead levels at your home may be higher than at other homes in the community as a result of materials used in your home's plumbing. If you are concerned about elevated lead levels in your home's water, you may wish to have your water tested and flush your tap for 30 seconds to 2 minutes before using tap water. Additional information is available from the Safe Drinking Water Hotline (800-426-4791).

Total organic carbon (TOC) has no health effects. However, total organic carbon provides a medium for the formation of disinfection byproducts. These byproducts include trihalomethanes (THMs) and haloacetic acids (HAAs). Drinking water containing these byproducts in excess of the MCL may lead to adverse health effects, liver or kidney problems, or nervous system effects, and may lead to an increased risk of getting cancer.

There are no additional required health effects violation notices.

Steven and Bonnie Kennedy
 177 Conanicus Avenue
 Jamestown, RI 02835

June 17, 2024

Jamestown Water and Sewer Board
 93 Narragansett Avenue
 Jamestown, RI 02835

RE: Water leak – Plat 8/256

We experienced a water leak in our heating system (old water radiators) this past winter which went undetected for some time. As a result, we used 38,000 gallons of water. Our typical consumption for this time of year is 16,000 gallons. The bills for our usage in the first quarter of both 2022 and 2023 show usage of 16,000 gallons.

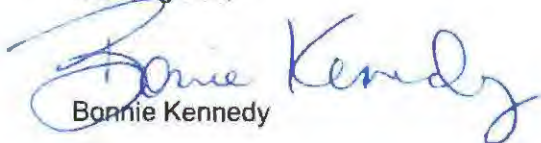
Our water bills are usually in the range of \$700 and our last bill was \$1,743.71.

Since the water was not captured and subsequently processed by the sewer processing plant, we request relief in the amount of \$562.76 as calculated below:

Bill Q1 2024	38,000 gallons
Typical use Q1 2022 and 2023	<u>(16,000) gallons</u>
Excess - due to leak	<u>22,000 gallons</u>
Sewer Charge Usage	\$ 19.09 per 1000 gal
Sewer Debt Usage	<u>\$ 6.49 per 1000 gal</u>
Combined rate	<u>\$ 25.58</u>
Sewer Reduction Requested	<u>\$ 562.76</u>

Thank you for your consideration.

Best regards,


 Bonnie Kennedy

JAMESTOWN WATER & SEWER DIVISION
Notice Of Account Status

Account: [REDACTED]

Penalty as of: 6/24/2024
 Notice Date: 6/24/2024

Date Due:	6/24/2024
Principal Due:	\$1,743.71
Penalty Due:	\$21.01
Total Due Now:	\$1,764.72
Amount Enclosed:	\$1,201.96

KENNEDY STEVEN
 177 CONANICUS AVE
 JAMESTOWN, RI 02835

Please remit payment with this coupon to
JAMESTOWN WATER & SEWER
 93 NARRAGANSETT AVE
 P.O. BOX 377
 JAMESTOWN, RI 02835

Phone: (401) 423-9808



Check your balance and pay on-line at: Jamestownri.gov
 Your Account number is: 06-007511

Receivable	Description	Principal Due	Penalty Due	Total Due Now
2024 WATER SEWER	6/250 177 CONANICUS AVE	1,743.71	21.01	1,764.72
Please Pay:				1,764.72

ck

RECEIVED
 1,201.96
 JUN 24 2024
 Town of Jamestown

KENNEDY STEVEN
 177 CONANICUS AVE
 JAMESTOWN, RI 02835

Penalty as of: 6/24/2024
 Notice Date: 6/24/2024

JAMESTOWN WATER & SEWER
 93 NARRAGANSETT AVE
 P.O. BOX 377
 JAMESTOWN, RI 02835
 Phone: (401) 423-9808

TOWN OF JAMESTOWN
Water & Sewer Division

Plat and Lot Number: 8/256

Location: 177 CONANICUS AVE.

Account Number: [REDACTED]

Total Amount Due:	\$1,746.69
Due Date:	Due upon receipt
Amount Enclosed:	

PAYMENTS CAN BE MADE BY MAIL, IN PERSON,
OR BY DROP BOX, WHICH IS LOCATED AT THE
TOWN HALL 93 NARR AVE

KENNEDY STEVEN
177 CONANICUS AVE
JAMESTOWN, RI 02835

Please Remit Water Bill Payment To:

JAMESTOWN WATER & SEWER DIVISION
93 NARRAGANSETT AVE
P.O. BOX 377
JAMESTOWN, RI 02835

^ DETACH HERE ^ PLEASE DETACH AND RETURN TOP PORTION OF BILL WITH YOUR PAYMENT ^ DETACH HERE ^

Read Information		Charge Description	Units	Rate	Amount Due
Read Type	Actual (Mtr= 31003711 Size 5.8)	MINIMUM IN ADV	1.0000	\$6.8000 \$/FLAT	6.80
		NONRETRO PENALTY	1.0000	\$0.0000 \$/FLAT	0.00
Current Read	1,188,000 on 03/28/2024	EXCESS WATER	33.0000	17.4000 \$/1000 GAL	574.20
Prior Read	1,150,000 on 12/08/2023	STATE SURCHARGE 1	38.0000	0.1054 \$/1000 GAL	4.01
Consumption	38,000 GAL	STATE SURCHARGE 2	38.0000	0.1664 \$/1000 GAL	6.32
		SEWER CHARGE USAGE	38.0000	19.0900 \$/1000 GAL	725.42
		SEWER DEBT FLAT FEE	1.0000	38.0200 \$/FLAT	38.02
		SEWER DEBT USAGE FEE	38.0000	6.4900 \$/1000 GAL	246.62
		Current Bill Total			1743.39

Description	Original Bill	- Adjustments	- Payments	=	Balance Due	+ Interest	= Amount Due
2023 WATER SEWER	3149.30	0.00	3146.38	=	2.92	0.06	2.98
Total Amount Due:							\$1,746.69

WATER SERVICES SHALL BE TERMINATED ON ALL DELINQUENT ACCOUNTS IN COMPLIANCE WITH RI STATE LAW...

Interest is calculated at 8.00 per annum and is accrued daily. Your bill reflects interest calculated as of 10/31/2023

Account Number 06-007511	Plat and Lot Number 8/256
KENNEDY STEVEN 177 CONANICUS AVE JAMESTOWN, RI 02835	Town: JAMESTOWN WATER & SEWER DIVISION 93 NARRAGANSETT AVE P.O. BOX 377 JAMESTOWN, RI 02835 Phone: (401) 423-9808



Check your balance and pay on-line at: Jamestownri.gov
Your Account number is: 06-007511

**TOWN OF JAMESTOWN
TOWN COUNCIL MEETING
for
TOWN, WATER AND SEWER MATTERS**

Monday, May 6, 2024

A special meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 5:01 PM by Commission President Nancy A. Beye.

The following members were present:

Mary E. Meagher, Commission Vice-President
Michael G. White
Randall White

Commissioner Erik G. Brine arrived at 6:06 PM, but did not join the Commission Dais.

Also present were:

Edward Mello, Town Administrator
Roberta J. Fagan, Town Clerk
Michael Gray PE, Public Works Director
Christina D. Collins, Finance Director
Peter D. Ruggiero Esq., Town Solicitor (arrived at 6:48 PM)
Brenda Hanna, Stenographer
Denise Jennings, Water and Sewer Clerk

OPEN FORUM

Commission President Beye noted that this open forum would be for water and sewer matters only.

1) Scheduled requests to address:

(None)

2) Non-scheduled request to address:

Marian Falla of 25 Green Lane briefly expressed her concerns regarding the build-out report.

UNFINISHED BUSINESS

1) Water District Build-out Analysis prepared by Pare Corporation, as adopted at the April 10, 2024, Town Council Sitting as the Board of Water and Sewer Commissioners Special Meeting.

The Public Works Director stated that the final report was given to the Commission for their information only and that no action is required.

5) Review, Discussion and/or Action and/or Vote: on the application of Stephen Zimmiski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue) for water line extension:

- a) Application for water line extension received January 2, 2024.
- b) Memorandum dated February 13, 2024 and revised on April 11, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners.
- c) Wellworks, LLC report and estimated dated October 1, 2018.

- d) Letter dated May 1, 2024, from the applicants Stephen Zimmiski and Suzanne Gagnon to Public Works Director Michael Gray requesting a continuance of the original application if no decision can be rendered on May 6 by the Board of Water and Sewer Commissioners.

Motion was made by Commissioner Randall White, seconded by Commissioner Michael White to continue the application of Stephen Zimmiski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue) for water line extension to the next meeting of the Board of Water and Sewer Commissioners. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

Commission Vice-President Meagher suggested that the discussion be limited to 2 hours. Commissioner Randall White stated that if discussion was coming to a close at the end of the 2-hour mark, that the Commission should continue discussion. Commission consensus was to continue discussion at the end of the 2-hour mark, if the Commission was close to the end of discussion.

Commission Vice-President Meagher stated the following:

- She would like to commend all applicants and attorneys for their good behavior during the meetings.
- A lot of information was before the Commission at the last meeting on April 15th and at that time she was not able to digest all of the information and was not ready to make a decision.

Commission Vice-President Meagher asked for clarification on several items, as previously presented at the meeting on April 15th.

- 2) Review, Discussion, and/or Action and /or Vote on the application of Jeffrey and Deborah Saletin (Plat 7 Lot 135; 14 Seaview Avenue) for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension:
- a) Application for utility service connection (water) received January 2, 2024.
 - b) Memorandum dated February 13, 2024 and revised on April 11, 2024, from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners.
 - c) Memorandum dated February 16, 2024 from Robert F. Ferrari, PE to the Town of Jamestown.
 - d) Application for water line extension received March 29, 2024.

Attorney Christian Infantolino, representing Jeffrey and Deborah Saletin (Plat 7 Lot 135, 14 Seaview Avenue) proceeded to report on the basis for the water extension application and then asked Robert Ferrari of Northeast Water Solutions was present to clarify a few things.

Robert Ferrari, Northeast Water Solutions and registered professional engineer and licensed general contractor was sworn in by stenographer Brenda Hanna. The Town Council sitting as the Board of Water and Sewer Commissioners accepted Mr. Ferrari as an expert in wastewater, water treatment, water supply development, and wells. Mr. Ferrari gave clarification on the water quality/quantity and also the recent change for the RIGL pertaining to the application of Jeffrey and Deborah Saletin (Plat 7 Lot 135; 14 Seaview Avenue). Attorney Infantolino stated that his client's water is very bad and that his client has proven that his situation fits RIGL 46-13-2.

Jeffrey Saletin, 14 Seaview Avenue, was sworn in by stenographer Brenda Hanna.

Mr. Saletin of 14 Seaview Avenue gave a timeline of his residence in Jamestown and also of his experience with building several structures in Jamestown. He stated that he currently lives elsewhere in the winter.

The Commission asked for clarification on a few items, as reported by Mr. Ferrari and Attorney Infantolino.

- 3) Review, Discussion, and/or Action and /or Vote: on the Letter dated 01/02/24 from Attorney Joelle C. Rocha and the application of Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue) for water line

extension:

- a) Letter dated January 2, 2024, from Attorney Joelle C. Rocha and the application for water line extension received on January 2, 2024.
- b) Memorandum dated February 13, 2024 and revised on April 11, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners.
- c) Letter dated February 19, 2024, from Attorney Joelle C. Rocha and an exhibit showing existing OWTS & Well

Glenn Andreoni of 10 Seaview Avenue, was sworn in by stenographer Brenda Hanna.

The Commission asked Mr. Andreoni for clarification on a few items, as previously reported.

- 4) Review, Discussion and/or Action and/or Vote: on the application of Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue) for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension:
 - a) Application for utility service connection (water) received January 2, 2024.
 - b) Memorandum dated February 13, 2024 and revised on April 11, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners.
 - c) Addendum (3 pages) submitted February 20, 2024 re: well.
 - d) Addendum (5 pages) submitted March 21, 2024 re: well.
 - e) Application for water line extension received April 1, 2024.

Attorney Christian Infantolino, representing Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue) proceeded to report on the basis for the water extension application and then asked Robert Ferrari, Northeast Water Solutions to clarify a few things.

The Commission asked for clarification on a several items, as reported by Mr. Ferrari and Attorney Infantolino.

A lengthy discussion ensued, pertaining to all of the applications for water extension. Commissioner Randall White gave a lengthy summary of the history of the rules and regulations, the recent change to the RIGL, the distribution system, the water supply and the rural water district and stated that when the Commission adjourned the meeting on April 15, 2024, the Commission suggested that the Public Works Director testify at an upcoming meeting.

Michael Gray PE, Public Works Director was sworn in by stenographer Brenda Hanna. Commissioner Randall White asked the Public Works Director for clarification on several items pertaining to the rules and regulations, the distribution system, the water supply and the rural district.

Attorney Christian Infantolino, representing Jeffrey and Deborah Saletin (Plat 7 Lot 135, 14 Seaview Avenue) and Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue) asked the Public Works Director for clarification on several items pertaining to the rules and regulations, the distribution system, the water supply and the rural district.

Attorney Joelle C. Rocha representing Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue) for water line extension, also asked the Public Works Director for clarification on several items pertaining to the rules and regulations, the distribution system, the water supply, the Safe Yield Study and the rural district and asked the Commission to approve the application of Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue) for a water line extension.

Attorney Christian Infantolino, representing Jeffrey and Deborah Saletin (Plat 7 Lot 135, 14 Seaview Avenue) and Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue) also asked the Commission to approve his clients' application for a water line extension.

The Town Solicitor stated that the Commission could close the public hearing this evening and make a decision or they

could continue the applications to the next water and sewer meeting on May 20, 2024. Brief discussion ensued.

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to continue the applications Jeffrey and Deborah Saletin (Plat 7 Lot 135; 14 Seaview Avenue), Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue), Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue) and Stephen Zimmiski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue) to the next water and sewer meeting on May 20, 2024. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

ADJOURNMENT

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to adjourn the meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners at 7:14 PM. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

Attest:

Denise Jennings
Water and Sewer Clerk

**TOWN OF JAMESTOWN
TOWN COUNCIL MEETING
for
TOWN, WATER AND SEWER MATTERS**

Monday, May 20, 2024

A regular meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners was called to order at the Jamestown Town Hall, Council Chambers. 93 Narragansett Avenue at 5:06 PM by Commission President Nancy A. Beye.

The following members were present:

Mary E. Meagher, Commission Vice-President
Erik G. Brine
Michael G. White
Randall White

Also present were:

Edward Mello, Town Administrator
Roberta J. Fagan, Town Clerk
Michael Gray PE, Public Works Director
Christina D. Collins, Finance Director
Peter D. Ruggiero Esq., Town Solicitor
Brenda Hanna, Stenographer
Denise Jennings, Water and Sewer Clerk

Commissioner Brine removed himself from the Commission dais, as he will be abstaining from discussion pertaining to the applications for the water extension.

UNFINISHED BUSINESS

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Randall White to allow discussion on the four water extension applications. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

- 1) Review, Discussion and/or Action and/or Vote on the **application of Jeffrey and Deborah Saletin (Plat 7 Lot 135, 14 Seaview Avenue)** for utility service connection (water) and as amended on March 29, 2024 to an application for a water line extension.
 - a) Application for utility service connection (water) received January 2, 2024
 - b) Memorandum dated February 13, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners
 - c) Memorandum dated February 16, 2024 from Robert F. Ferrari, PE to the Town of Jamestown
 - d) Application for water line extension received March 29, 2024

- 2) Review, Discussion and/or Action and/or Vote on the Letter dated 01/02/24 from Attorney Joelle C. Rocha and the **application of Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue)** for water line

extension.

- a) Letter dated January 2, 2024 from Attorney Joelle C. Rocha and the application for water line extension received on January 2, 2024
 - b) Memorandum dated February 13, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners
 - c) Letter dated February 19, 2024 from Attorney Joelle C. Rocha and exhibit showing existing OWTS & Well
- 3) Review, Discussion and/or Action and/or Vote on the **application of Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue)** for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension.
- a) Application for utility service connection (water) received January 2, 2024
 - b) Memorandum dated February 13, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners
 - c) Addendum (3 pages) submitted February 20, 2024 re: well
 - d) Addendum with note (5 pages) submitted March 21, 2024 re: well
 - e) Application for water line extension received April 1, 2024
- 4) Review, Discussion and/or Action and/or Vote on the **application of Stephen Zimmiski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue)** for water line extension
- a) Application for water line extension received January 2, 2024
 - b) Memorandum dated February 13, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners
 - c) Well works LLC report and estimate dated October 1, 2018.
 - d) Letter dated May 1, 2024, from applicants Stephen Zimmiski and Suzanne Gagnon to Public Works Director Michael Gray requesting a continuance of the original application if no decision can be rendered on May 6 by the Board of Water & Sewer Commissioners.

Commissioner Randall White stated the following:

- The four applicants have provided all of their evidence.
- The Commission has meet three times to review and discuss the four applications.
- During the sessions the Commission has entertained and heard all four applicants. There are some items that are similar.
- The existing water line ends at 36 East Shore Road. The distribution line will be extended to 68 East Shore Road.
- 68 East Shore Road if east of Seaview Avenue.

Commissioner Randall White gave a lengthy summary of the history of the rules and regulations, the recent change to the RIGL, the distribution system, the water supply and the rural water district.

Commission Vice-President Meagher stated the following:

- We are a community and her sense of community makes this a hard decision.
- The situation for the applicants is a difficult one.
- The Commissions responsibility is to its water users.
- The Commission should deny the four applications.

Commission Vice-President Meagher gave a brief summary of the history of the rules and regulations and the rural water district.

Commissioner Michael White stated the following:

- When the applicants acquired their property, it was supported by private wells.
- The Commission does not want to expand the water system and/or the rural district.
- The recent change in the RIGL does not affect the Commission's decision.
- The Commission's responsibility is to its water users.

Commission President Beye stated that she would like to entertain a motion to approve or disapprove the applications and that she would like to confer with the Town Solicitor on this matter.

Brief discussion ensued with the Town Solicitor. Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to continue this matter to the next Water and Sewer meeting on June 17, 2024 and to direct the Town Solicitor and staff to draft decision letters and return them to the Commission for their review and approval at the meeting on June 17, 2024. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

The Town Solicitor dismissed Brenda Hanna, Stenographer.

Commissioner Brine returned to the Commission Dais.

OPEN FORUM

Commission President Beye noted that this open forum would be for water and sewer matters only.

1) Scheduled requests to address:

(None)

2) Non-scheduled request to address:

Paul Sprague of 11 Mast Street stated that he was wondering if all Commissioners should recuse themselves from the water extension discussion, as they are all on municipal water. He further stated that the applicants who are requesting a water extension are in need of water and he is wondering how we can make this happen. He stated that these people have septic systems and their well water goes back into the aquifer, whereas municipal water customers who have municipal water and sewer, their water goes to the wastewater plant and then into the bay. These Seaview Avenue residents' water may benefit the aquifer and they will help us, not hurt us.

REPORT OF TOWN OFFICIALS

1) **Pumping Report:**

The Public Works Director reported the following:

- JR-1 well is in service.
- Transfer pumping remains inactive.
- Pumping was down for the month of April
- Rainfall was down for the month of April, compared to March.
- North Reservoir is @ capacity, usable storage-60 MG.
- South Pond is @ capacity, usable storage-6 MG

2) **Town project reports: (See attached Project Update Report dated May 2024)**
Treatment Plant-

The Public Works Director reported the following:

- The contract with Veolia to provide staff has expired and is not renewable. We will continue to operate with two staff members. Our newest staff member has passed his first certification test.
- Pare Corporation continues to work on the update of the rules and regulations and hope to have a draft for the next meeting in June.
- The RIDOH has assigned staff to review the corrosion control study that was required as part of our emergency interconnection with the Town of North Kingstown.

Distribution System-

The Public Works Director reported the following:

- Atlas Painting continues to work on the punch list.
- He has attached a copy of the rules and regulations, specifically section 15A (1) regarding the prohibition of in-ground or underground irrigation sprinkler systems for discussion with the Commission.

Brief discussion ensued regarding the regulations prohibiting in-ground or underground irrigation sprinkler systems. Commission Vice-President Meagher stated that she would like to include a notice with the next water and sewer billing that irrigation systems are not allowed to be hooked to the municipal water system. The Public Works Director distributed a draft of the water restrictions advertisement to be placed in the newspaper in June. Discussion ensued regarding cisterns and wells for irrigation. Commission consensus: To ask staff to update the advertisement and to include the prohibition of in-ground or underground irrigation sprinkler systems and to also include that cisterns and wells for irrigation are allowed and to ask customers to inform the Town if they have a cistern or well for irrigation

Wastewater Treatment Plant-

The Public Works Director reported that staff from Weston & Sampson is working on a draft assessment report for the wastewater facility and pump stations.

Following clarification on a few items, it was the consensus of the Commission, to accept the Public Works Director's report, as submitted.

LETTERS AND COMMUNICATIONS

- 1) Review, Discussion and/or Action and/or Vote on the **Letter from Paul O'Reilly of 13 Ocean Avenue re: request for relief from his 04/2024 Water and Sewer bill**

The Public Works Director stated that this was an unfortunate situation, although historically we do not give relief on the water side, as it takes money to treat that excess water.

Commission President stated that typically relief can only be given on the sewer side of the bill. The Finance Director stated that historically, an average of water usage is taken over a three-year period and the sewer relief will be given on the difference.

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to grant sewer relief, as reported by the Public Works Director and the Finance Director. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

NEW BUSINESS

- 1) Review, Discussion and/or Action and/or Vote: At the request of Commissioner Vice President Meagher **notice to customers and issuing fines and/or violations with in-ground or underground irrigation or**

sprinkler systems connected to the Municipal Water System. Previously discussed.

2) **Review, Discussion and/or Action and/or Vote:** At the recommendation of Town Administrator Mello, approval of **the request to develop and advertise a request for qualifications (RFQ) and/or request for a proposal (RFP) for vendor service to operate and manage the water treatment facility.**

The Town Administrator reported that staffing is an industry wide problem and he briefly outlined his plan for staffing at the water treatment facility. Brief discussion ensued.

Following clarification on a few items, motion was made by Commissioner Brine, seconded by Commission Vice-President Meagher to authorize the Town Administrator to develop and advertise a request for qualifications (RFQ) and/or request for a proposal (RFP) for vendor service to operate and manage the water treatment facility, while continuing to recruit a staff member for the water treatment facility. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

CONSENT AGENDA

1) **Adoption of Minutes:**

- a) March 6, 2024 (special meeting)
- b) March 18, 2024 (regular meeting)
- c) April 1, 2024 (special meeting)
- d) April 10, 2024 (special meeting)

2) **Finance Director’s Report:** Comparison Budget to Actuals as of April 30, 2024.

Motion was made by Commissioner Brine, seconded by Commission Vice-President Meagher to accept the Consent Agenda, as presented. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

ADJOURNMENT

Motion was made by Commissioner Brine, seconded by Commission Vice-President Meagher to adjourn the meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners at 7:27 PM. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

Attest:

Denise Jennings
Water and Sewer Clerk

Town of Jamestown

Finance Department

Town Hall

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9809 Fax 401-423-7229

Email: ccollins@jamestownri.net



Christina D. Collins
Finance Director

MEMORANDUM

TO: Edward A. Mello, Town Administrator

FROM: Christina D. Collins, Finance Director

DATE: July 12, 2024

SUBJECT: Budget to Actual- Water & Sewer Budget

Attached is the Budget to Actual report for the Fiscal Year 2024. The report contains the expenses that have been paid through June 30, 2024.

Please do not hesitate to contact me with any questions or concerns.

**Budget vs Actual - Sewer
TOWN OF JAMESTOWN, RI
For 6/30/2024**

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
2103 7000 70100 00 Salary, Public Works Director	29,158.00	2,242.88	29,361.56	(203.56)	100.70
2103 7000 70101 00 Salary- Superintendent	90,038.00	6,573.12	83,479.92	6,558.08	92.72
2103 7000 70102 00 Salary, Clerical	49,750.00	3,361.50	51,294.48	(1,544.48)	103.10
2103 7000 70103 00 Salaries, Ass't Superintendent	80,243.00	5,858.08	85,475.41	(5,232.41)	106.52
2103 7000 70104 00 Salaries- Plant Operator	70,738.00	5,108.80	70,711.14	26.86	99.96
2103 7000 70335 00 License- Contractual	1,800.00	1,500.00	3,300.00	(1,500.00)	183.33
2103 7000 70336 00 Clothing	1,500.00	0.00	380.00	1,120.00	25.33
2103 7000 70511 00 Wastewater Superintendent - OT	13,000.00	2,126.62	23,016.83	(10,016.83)	177.05
2103 7000 70513 00 Ass't Superintendent - OT	13,000.00	274.88	13,208.83	(208.83)	101.61
2103 7000 70514 00 Plant Operator - OT	13,000.00	204.06	11,337.91	1,662.09	87.21
2103 7000 70900 00 Social Security Tax	27,462.00	1,735.78	22,815.40	4,646.60	83.08
2103 7000 70901 00 Blue Cross/Delta Dental	51,602.00	0.00	36,344.28	15,257.72	70.43
2103 7000 70902 00 Worker'S Compensation	8,000.00	0.00	8,000.00	0.00	100.00
2103 7000 70903 00 Retirement System	42,180.00	2,024.50	28,552.22	13,627.78	67.69
2103 7000 70906 00 Life Insurance	695.00	58.05	702.27	(7.27)	101.05
7000 Salaries	492,166.00	31,068.27	467,980.25	24,185.75	95.09
7000/7001 Salaries & Benefits	492,166.00	31,068.27	467,980.25	24,185.75	95.09
2103 7002 70001 00 Power- Electricity	55,000.00	4,514.16	48,376.85	6,623.15	87.96
2103 7002 70002 00 Chemicals	3,000.00	0.00	6,897.22	(3,897.22)	229.91
2103 7002 70003 00 Heat	15,000.00	793.19	10,392.74	4,607.26	69.28
2103 7002 70004 00 Water	2,000.00	0.00	3,168.51	(1,168.51)	158.43
2103 7002 70005 00 Chlorine	10,000.00	0.00	4,470.77	5,529.23	44.71
2103 7002 70006 00 Equipment Maintenance	35,000.00	569.60	42,052.22	(7,052.22)	120.15
2103 7002 70007 00 Misc. Supplies, Office, Cleani	10,000.00	1,160.27	6,964.82	3,035.18	69.65
2103 7002 70008 00 Lab Supplies	4,000.00	66.42	2,791.86	1,208.14	69.80
2103 7002 70009 00 Telephone	1,000.00	41.01	410.81	589.19	41.08
2103 7002 70010 00 Alarm Line- N.E.T.	7,500.00	604.49	6,869.52	630.48	91.59
2103 7002 70011 00 Sludge Composting	50,000.00	5,621.39	39,882.93	10,117.07	79.77
2103 7002 70012 00 Truck Operation & Maintenance	2,000.00	0.00	73.98	1,926.02	3.70
2103 7002 70013 00 Gas- Truck	3,500.00	0.00	2,282.58	1,217.42	65.22
2103 7002 70014 00 State Mandated Testing	30,000.00	5,456.99	37,193.74	(7,193.74)	123.98
2103 7002 70201 00 Professional Services - Legal	2,500.00	0.00	0.00	2,500.00	0.00
2103 7002 70315 00 Training Of Members	1,000.00	88.00	393.00	607.00	39.30
2103 7002 70600 00 Professional Services	2,000.00	0.00	1,282.50	717.50	64.13
7002 Wastewater Treatment Facility	233,500.00	18,915.52	213,504.05	19,995.95	91.44
2103 7003 70017 00 Pumping Station #3	6,000.00	455.00	4,693.30	1,306.70	78.22
2103 7003 70018 00 Pumping Station #1	30,000.00	3,424.73	34,350.67	(4,350.67)	114.50
2103 7003 70019 00 Pumping Station #2	12,000.00	3,492.60	16,844.32	(4,844.32)	140.37
2103 7003 70020 00 Pumping Station #4	1,000.00	84.76	880.46	119.54	88.05
7003 Pumping Stations	49,000.00	7,457.09	56,768.75	(7,768.75)	115.85
2103 7004 70598 00 Equipment Insurance	7,000.00	0.00	7,000.00	0.00	100.00
7004 Insurance	7,000.00	0.00	7,000.00	0.00	100.00
2103 7005 70021 00 Maintenance Sewer Mains	12,000.00	0.00	4,385.50	7,614.50	36.55
2103 7005 70504 00 Payment Of Principal - Town	8,110.00	7,794.00	7,794.00	316.00	96.10
2103 7005 70505 00 Payment Of Interest - Town	0.00	157.83	157.83	(157.83)	0.00
2103 7005 70605 00 Interest Payments	38,625.00	0.00	41,525.22	(2,900.22)	107.51
7005 Sanitary Sewers, Laterials & Mains	58,735.00	7,951.83	53,862.55	4,872.45	91.70
2103 7081 70801 00 Waste Water Improvment FY24	80,000.00	4,785.14	52,787.30	27,212.70	65.98
7081 Capital Improvements	80,000.00	4,785.14	52,787.30	27,212.70	65.98
2103 7082 71000 00 Sewer Capital	0.00	11,200.00	62,850.00	(62,850.00)	0.00
Total Expenses	0.00	11,200.00	62,850.00	(62,850.00)	0.00
Total Expenses	920,401.00	81,377.85	914,752.90	5,648.10	99.39

Budget vs Actual - Water TOWN OF JAMESTOWN, RI For 6/30/2024

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
2102 7000 70100 00 Salary- Public Works Director	29,158.00	2,242.90	29,361.81	(203.81)	100.70
2102 7000 70102 00 Salary- Accounting	49,750.00	3,361.50	51,294.47	(1,544.47)	103.10
2102 7000 70103 00 Salary - Treatment Plant Operator	87,537.00	0.00	26,853.78	60,683.22	30.68
2102 7000 70104 00 Ass't Plant Operator w/longevity	80,243.00	6,573.12	89,568.01	(9,325.01)	111.62
2102 7000 70105 00 Salary - Plant Operator	69,742.00	5,236.52	67,076.84	2,665.16	96.18
2102 7000 70339 00 License Yrly	1,800.00	0.00	0.00	1,800.00	0.00
2102 7000 70513 00 Treatment Plant Operator - OT	15,000.00	0.00	0.00	15,000.00	0.00
2102 7000 70514 00 Ass't Treatment Plant Operator OT	15,000.00	3,412.94	42,374.92	(27,374.92)	282.50
2102 7000 70515 00 Plant Operator- OT	10,000.00	287.38	6,349.43	3,650.57	63.49
7000 Salaries	358,230.00	21,114.36	312,879.26	45,350.74	87.34
2102 7001 70900 00 SOCIAL SECURITY TAX	27,405.00	1,412.09	17,950.71	9,454.29	65.50
2102 7001 70901 00 Blue Cross/Delta Dental	50,340.00	0.00	18,646.62	31,693.38	37.04
2102 7001 70902 00 Worker's Compensation	20,000.00	0.00	10,000.00	10,000.00	50.00
2102 7001 70903 00 Retirement System	40,793.00	1,461.54	20,983.33	19,809.67	51.44
2102 7001 70906 00 Life Insurance	670.00	38.70	506.88	163.12	75.65
2102 7001 70910 00 Clothing	1,500.00	0.00	1,682.60	(182.60)	112.17
7001 Benefits	140,708.00	2,912.33	69,770.14	70,937.86	49.59
7000/7001 Salaries & Benefits	498,938.00	24,026.69	382,649.40	116,288.60	76.69
2102 7005 70601 00 Maintenance	6,000.00	4,610.80	6,447.55	(447.55)	107.46
2102 7005 70606 00 ALARM LINES	4,000.00	460.44	4,845.57	(845.57)	121.14
7005 Reservoirs/Rights of Way	10,000.00	5,071.24	11,293.12	(1,293.12)	112.93
2102 7006 70601 00 Maintenance	1,000.00	0.00	900.00	100.00	90.00
2102 7006 70636 00 Wells- Electricity	12,000.00	1,330.64	11,612.11	387.89	96.77
7006 Wells	13,000.00	1,330.64	12,512.11	487.89	96.25
2102 7010 70008 00 Lab Supplies - Water	15,000.00	837.74	11,857.12	3,142.88	79.05
2102 7010 70201 00 Consultant	100,000.00	21,200.00	96,680.00	3,320.00	96.68
2102 7010 70631 00 Chemicals	65,000.00	3,799.65	50,121.03	14,878.97	77.11
2102 7010 70632 00 Heat	18,000.00	0.00	12,924.37	5,075.63	71.80
2102 7010 70633 00 Equip. Maintenance	45,000.00	1,658.11	47,556.50	(2,556.50)	105.68
2102 7010 70634 00 Professional Services	5,000.00	4,780.00	41,718.66	(36,718.66)	834.37
2102 7010 70635 00 Telephone	3,500.00	292.83	1,580.47	1,919.53	45.16
2102 7010 70636 00 Pumpout- Electricity	55,000.00	4,949.83	49,283.49	5,716.51	89.61
2102 7010 70637 00 Bldg Maint	8,000.00	1,971.51	11,172.64	(3,172.64)	139.66
2102 7010 70638 00 State Testing	12,000.00	706.54	7,318.44	4,681.56	60.99
2102 7010 70639 00 License Fees	6,000.00	1,000.00	3,925.00	2,075.00	65.42
2102 7010 70643 00 PUMP OUT TREATMENT PLANT	3,500.00	500.00	3,190.00	310.00	91.14
2102 7010 70645 00 WATER SLUDGE DISPOSAL	16,500.00	2,753.83	25,171.22	(8,671.22)	152.55
7010 Pump Station & Treatment Plant	352,500.00	44,450.04	362,498.94	(9,998.94)	102.84
2102 7011 70636 00 South Pond- Electricity	5,000.00	40.71	6,353.65	(1,353.65)	127.07
2102 7011 70637 00 South Pond Transfer Pump	4,000.00	0.00	0.00	4,000.00	0.00
7011 South Pond Pre-Treatment Bldg	9,000.00	40.71	6,353.65	2,646.35	70.60
2102 7012 70636 00 Water Tower- Electricity	3,000.00	74.84	1,551.88	1,448.12	51.73
2102 7012 70643 00 Water Tower - Maintenance	500.00	0.00	0.00	500.00	0.00
7012 Water Tower	3,500.00	74.84	1,551.88	1,948.12	44.34
2102 7013 70644 00 Vehicles Gas & Oil	2,000.00	0.00	1,508.50	491.50	75.43
2102 7013 70645 00 Repair and Maintenance	4,000.00	0.00	905.89	3,094.11	22.65
7013 Vehicles	6,000.00	0.00	2,414.39	3,585.61	40.24
2102 7020 70651 00 Clamps	2,000.00	0.00	516.69	1,483.31	25.83
2102 7020 70652 00 Pipe	6,000.00	2,824.88	4,962.60	1,037.40	82.71
2102 7020 70653 00 Backfill & Excavation	2,000.00	0.00	0.00	2,000.00	0.00
7020 Maintenance & Laterials	10,000.00	2,824.88	5,479.29	4,520.71	54.79
2102 7030 70661 00 Service Repairs	10,000.00	163.27	3,975.24	6,024.76	39.75
2102 7030 70663 00 New Services	6,000.00	0.00	0.00	6,000.00	0.00
7030 Water Division Services	16,000.00	163.27	3,975.24	12,024.76	24.85
2102 7040 70672 00 Supplies/Expenses	16,000.00	2,217.04	19,410.07	(3,410.07)	121.31
7040 Meters	16,000.00	2,217.04	19,410.07	(3,410.07)	121.31
2102 7050 70681 00 Hydrants- Maintenance	8,500.00	0.00	274.79	8,225.21	3.23
7050 Hydrants	8,500.00	0.00	274.79	8,225.21	3.23

**Budget vs Actual - Water
TOWN OF JAMESTOWN, RI
For 6/30/2024**

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
2102 7060 70923 00 Billing	6,500.00	209.22	4,579.88	1,920.12	70.46
2102 7060 70924 00 Insurance	9,000.00	0.00	15,000.00	(6,000.00)	166.67
2102 7060 70925 00 Audit	3,000.00	0.00	0.00	3,000.00	0.00
2102 7060 70926 00 Supplies	7,000.00	853.40	7,703.99	(703.99)	110.06
7060 Administration	25,500.00	1,062.62	27,283.87	(1,783.87)	107.00
2102 7070 70300 00 Water Debt	367,000.00	0.00	0.00	367,000.00	0.00
2102 7070 70940 00 Interest	122,773.00	0.00	104,634.48	18,138.52	85.23
7070 Debt Service	489,773.00	0.00	104,634.48	385,138.52	21.36
2102 7080 70800 00 Water- Capital	100,000.00	0.00	0.00	100,000.00	0.00
7080 Capital	100,000.00	0.00	0.00	100,000.00	0.00
2102 7081 70603 00 Control Panel SCADA	0.00	0.00	37,023.42	(37,023.42)	0.00
2102 7081 70604 00 Distribution	0.00	0.00	12,563.77	(12,563.77)	0.00
2102 7081 71303 00 WATER MANAGEMENT PLAN	0.00	1,603.00	43,596.00	(43,596.00)	0.00
Total Expenses	0.00	1,603.00	93,183.19	(93,183.19)	0.00
Total Expenses	1,558,711.00	82,864.97	1,033,514.42	525,196.58	66.31



PROCLAMATION OF THE TOWN COUNCIL

No. 2024-18

"August 24, 2024 Sunflower Family Festival Day"

WHEREAS: the Jamestown Ukraine Relief Project is celebrating its 3rd annual Sunflower Family Festival honoring the people and culture of Ukraine; and

WHEREAS: The sunflower is the national flower of Ukraine; and

WHEREAS: The Sunflower Family Festival will take place at Lawn School Field, Saturday, August 24, 2024, from 11-2 pm; and

WHEREAS: the Sunflower Family Festival is a volunteer and collaborative event of the Jamestown Community and surrounding towns, and is funded through donations and in-kind contributions; and

WHEREAS: the Sunflower Family Festival has free admission and will showcase the music of Ukraine as well as local performers, in addition to activities for children, sunflower crafts, games, face painting, traditional Ukrainian food and traditions, and more; and

WHEREAS: The Sunflower Family Festival in 2024 will occur on Ukrainian Independence Day; and

WHEREAS: the community of Jamestown and area communities seek to demonstrate their support and admiration for the people of Ukraine in their ongoing and painful struggle for freedom; and

WHEREAS: the Sunflower Family Festival warmly welcomes and salutes Rhode Island's new Ukrainian immigrants and the decades-long contributions of our Ukrainian-American neighbors to the vitality, cultural heritage, and civic life of our State; and

WHEREAS: this event will provide fun and interesting information about Ukraine for the whole family;

NOW, THEREFORE, LET IT HEREBY BE RESOLVED, the Town Council for the Town of Jamestown, does hereby declare Saturday, August 24, as

SUNFLOWER FAMILY FESTIVAL DAY

And encourage all community members, along with our neighbors throughout the region and state of Rhode Island, to enjoy the displays and family fun activities and to support the people of Ukraine.

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 15th day of July 2024.

Roberta J. Fagan, Town Clerk

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: July 10, 2024
SUBJECT: Report for Town Council Meeting July 15, 2024

Ft Getty Pier-The Public Works Department completed the Ft. Getty Pier repair on June 21. The total cost was \$90,477 as outlined below. As a reminder, Foth Engineering has recommended a review in two-years. We continue to work with FEMA in order to seek any eligible reimbursement for this project.

Town work force labor	\$9,326
Material	\$33,459
Engineering	\$46,282
Disposal	\$1,410
 Total:	 \$90,477

Street Light Transfer to RIDOT-We are finalizing the transfer of eighty-eight (88) street lights to RIDOT. Previously, the Town had been billed annually for these street lights. Through an agreement with RIDOT and RI Energy and following the upgrade to all LED lighting, we are transferring this annual expense to RIDOT. The Town retains ownership and responsibility of approximately 340 street lights located on Town owned roads. (consent agenda)

Hull Street ROW- The Conservation Commission has received an application under the new ROW adoption program. John Aquino has applied to adopt the Hull Street ROW and the Conservation Commission has recommended approval. (new business)

RFP Broadband- Jamestown has been selected by RI Commerce to be one of only three communities in the state to be part of a \$24 million infrastructure project which will bring broadband to unserved and underserved properties. An estimated 1,800 properties in Jamestown will be included in this round of the project. RI Commerce has issued an RFP for vendors to submit to design and build a “last-mile” of highspeed project. Must be deployed and activated by December of 2026.

Short-term Rental Update- During the licensing process for the 2024 license period, the staff has discovered a number of issues which the Town Council may want to consider addressing through an amendment to the ordinance. (new business)



Office of the Town Planner

MEMORANDUM

TO: The Honorable Town Council, Nancy Beye, President
Edward A. Mello, Town Administrator

FROM: Lisa W. Bryer, AICP, Town Planner

RE: Update on Jamestown Sustainable Resident Program

DATE: July 9, 2024

On March 6, 2023, Jamestown's Town Council unanimously passed a resolution to establish a Jamestown Sustainable Resident Program. In the months since, the town's Affordable Housing Committee discussed and developed the rules and criteria for such a program, soliciting input of members of the town council, the town solicitor and from nonprofit organizations across the country engaged in similar efforts.

On 3/4/24 the Affordable Housing Committee presented the Town Council with the rules and regulations of the program, distilled in the attached pamphlet. This program is based on the community land trust model that is used all over the country, including by Church Community Housing Corp (CCHC). Jamestown's initiative is slightly different than CCHC's in that it allows the existing residents to remain in their homes while the land is purchased by the town or its designee (a land trust) and the purchase of the land is likely made over a period of time. The house remains affordable in perpetuity for future homeowners. Jamestown currently has 8 land trust homes, under the land ownership and management of CCHC. The Town intends to leverage our affordable housing land trust funds through state, federal, and private grant opportunities.

These rules and criteria were approved by the Town Council on March 4, 2024. The Council directed the solicitor to develop an enabling ordinance.

It was the opinion of our Town Solicitor and Town Administrator that we should proceed as a "pilot project" to gauge interest in the program. This will allow the town to understand the program better and an enabling ordinance will then be developed based on our experience. Any funds that might be expended in this pilot project would come from existing funds allocated in the Affordable Housing Trust. The Affordable Housing Committee, including myself and the Town Council Liaison Mary Meagher have been meeting diligently since March 2024 to develop the Sustainable Resident program. We presented the attached pamphlet at the Senior Fair and recently placed an advertisement in the paper soliciting interest.

We have residents interested already based on the previous Town Council discussions and Jamestown Press coverage. The deadline for expressions of interest in the advertisement is July 26. Once we determine, based on the rules and criteria passed by the Council, if there are any viable candidates for this program, we will present them to the Council hopefully at your meeting in August. This program is a terrific method to create permanently affordable housing in Jamestown and allow some of our residents to remain in their homes instead of "cashing out" and leaving the place they live and love.

C: Roberta Fagan, Town Clerk
Christina Collins, Finance Director
Jamestown Affordable Housing Committee

Enclosure: Jamestown Sustainable Resident "pamphlet"

Jamestown's Sustainable Resident Program

Pilot Project



Preserving Housing and Economic Diversity in Jamestown RI

The program helps low and moderate-income property owners remain in their home and afford the increasing cost of living. The homeowner sells the land at a fair value while protecting the land (through a "land trust"). The home remains occupied and owned by the current property owner(s). This tried and true "community land trust" model, allows the owner(s) to gain income and age in place while the home becomes part of the community's permanently preserved affordable housing inventory.

The Sustainable Resident Program - Pilot Project is gathering interest at this time in order to finalize rules and regulations and gauge funding needs.

Important features of this program:

1. The owner(s) will sell the land to the Land Trust and retain ownership of the home.
2. The land will be owned by the Town of Jamestown or a Community Housing Land Trust in perpetuity and the owner(s) pays a nominal fee to lease the land from the Land Trust. The homeowner is responsible for maintenance of the land.
3. The purchase amount for the land will be determined by agreement with the owner. The Jamestown assessed value, among other factors will be considered.
4. The purchase amount will be paid to the seller over a term of no more than 20 years at no more than \$25,000 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. Grant funding may be available as an option for a larger initial payment to the homeowners.
5. The homeowner may leave the house (with its relationship to the town) to their heirs. The ground lease will continue.
6. Upon the death of the homeowner, their heirs may either:
 - a) live in the house year-round, if they satisfy the criteria of "affordable" as determined by the RI Low and Moderate Income Housing Act (see chart), or
 - b) rent the property year-round to tenants who do satisfy the criteria of "affordable" at a rent applicable to those making 100% of median income or less.
7. The homeowners or their heirs may sell the house/improvements and such a sale must comply with the following terms:
 - a) 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.
 - b) buyers of an Affordable Housing Preservation program property must have an income less than or equal to 80% of the median income as determined by Rhode Island Housing.
8. If the owners or their heirs are determined to be not complying with the requirements of residence or rental, they are subject to a fine levied by the town for each month of non-compliance.
9. The town or its designee will have a right of first refusal should the owner(s) wish to sell the property.



Criteria for Jamestown's Affordable Housing Preservation Program:

- 1) Preference will be given to homeowners who satisfy RI Income limits for Low- and Moderate-Income Households. First preference be given to applicants at 80% or below of Area Median Income (AMI) as defined by Rhode Island Housing (RIH), then up to 100%, then up to 120%, then upward to incomes greater than 120% of AMI as described in the chart by RI Housing below.

	1 person	2 person	3 person	4 person
30%	\$23,600	\$27,000	\$30,350	\$33,700
50%	\$39,350	\$45,000	\$50,600	\$56,200
60%	\$47,220	\$54,000	\$60,720	\$67,440
80%	\$62,950	\$71,950	\$80,950	\$89,900
100%	\$78,680	\$89,920	\$101,160	\$112,400
115%	\$90,510	\$103,500	\$116,380	\$129,260
120%	\$94,440	\$108,000	\$121,440	\$134,880

- 2) Preference may be given to less expensive properties. Since the maximum expenditure per year for any single property is \$25,000 and the maximum term is 20 years, there is a limit of \$500,000 to any purchase by the town for this program.
- 3) Preference may be given to properties near services and amenities such as the market, library, post office, a bus line.
- 4) 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.
- 5) Preference may be given to properties in which the lot is potentially subdividable for additional affordable housing.

The program will be administered by a third-party monitoring agent to ensure compliance with state and federal housing laws and the regulations of this program, under the auspices of the Town Planner, the Affordable Housing Committee and the Town Council.

Applications may be limited each year, depending on funding available as the Affordable Housing Committee continues to work with the Town Council budgeting process to increase the financial support dedicated to this effort.

Application Process:

Although the community land trust model, which this program is based upon, has been used successfully all over the country, the Jamestown Sustainable Resident Program is currently in its initial stages of development and therefore looking for interest in the program to know how much funding will be needed to successfully run the program. It is anticipated that a Pilot Project will be completed in the 2024 calendar year. When the Pilot Project period transitions to a formal Program, in 2025, Applicants will be asked to submit the following information.

- a signed application
- 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:

- At least 1 year of taxes (3 if self-employed, and we have the discretion to ask anyone for more than 1 year)
- 2 inonths of ALL bank statements (and we send a letter to the bank asking for a verification of accounts - so the bank has to tell us if the person is not telling us about an account
- 1 month of pay stubs
- A copy of most recent statement from all other assets (IRA, property, etc.)
- Verification of employment letter

(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 a 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 for review and recommendation to the Town Council. The Affordable Housing Committee reserves the right to not recommend a project or any projects based on the information about the properties and income.

Thank you for your interest in Jamestown's Sustainable Resident Program. Please contact Lisa Bryer, Town Planner to discuss your options. lbryer@jamestownri.net, 401-423-7209.

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: July 10, 2024
SUBJECT: Short-Term Rentals

The short-term rental ordinance requires that all new applications and renewals be filed with the Town Clerk by October 1 of each year. Following the review and approval by various Town Departments, the application will be submitted to the Town Council to consider renewing or issuing a permit for the 2025 calendar year.

During the licensing process for the 2024 license period, the staff has discovered a number of issues which the Town Council may want to consider addressing through an amendment to the ordinance.

Off street parking requirement-This requirement was included in the earlier version of the draft ordinance but was not later adopted.

ISD requirements-In some case, permit applicants have been unable to produce any documentation of an approved ISDS system. See memo from Jean Lambert.

Inspections-The current ordinance requires an inspection every two years by the fire marshal and building inspector. The fee is \$30 for each. In a significant number of cases, it has been necessary to re-inspect due to deficiencies. I recommend a reinspection fee of \$30.

Permit cap limit-For the 2024 permit year, the Town Council has issued 111 permits. Some communities are setting a cap on the number of permits for various reasons. Is there a desire by the Town Council to consider a maximum number of permits to be issued? If so, by what process would we consider any new applications?

Multiple units per property-The current ordinance does not prohibit multiple STR per property i.e. a two-family home can result in two STR on the same property. Is there a desire to limit the number of STRs per property?

Any such changes that the Town Council may wish to consider would need to be developed into a proposed ordinance for consideration by the Council in August with a public hearing in September.



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.

Roberta Fagan

From: Bob Laman [REDACTED] >
it: Friday, June 14, 2024 8:14 AM
To: Edward Mello; Roberta Fagan
Cc: Anne Kuhn
Subject: ROW Adoption Application
Attachments: 2024-05-16 AQUINO ADOPT HULL ROW.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 Ed and Roberta,

Attached is an Application by John Aquino for adopting the ROW on Hull St (CRMC Designation G-7). I have met with Mr. Aquino at the Hull St ROW and have discussed its current condition along with what the expectations for maintenance are. Mr Aquino also met with the Conservation Commission at our meeting on June 11th to discuss his application. The Conservation Commission unanimously voted to recommended the approval of Mr Aquinos application to the Town Council.

Please add Mr. Aquinos application to a future Town Council meeting agenda and let me know when it will be on the agenda so I can attend and answer any questions.

Thank You,

Bob Laman

Town of Jamestown Right of Way (ROW) Adoption Application Form

APPLICANT OR ENTITY NAME: JOHN G AQUINO

STREET ADDRESS: 74 SEASIDE DR CITY: JAMESTOWN STATE: RI

EMAIL ADDRESS: JOHN.AQUINO@YMAIL.COM

CONTACT PHONE NO. 4 [REDACTED]

ROW NAME & NO BEING ADOPTED (SEE CURRENT ROW MAP): # 2 HULL ST

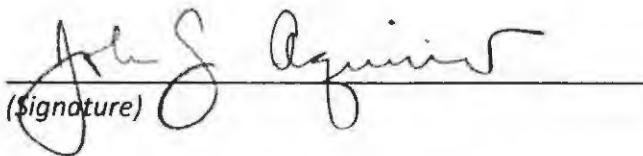
(NOTE: ROWS INDICATED AS A POTENTIAL SITE ARE NOT ELIGIBLE TO BE ADOPTED)

As the Conservation Commission and the Town council considers you application, understanding the "why" you want to adopt this ROW will help us make an informed decision. Please be as thorough as possible describing your reason for wanting to adopt this ROW and attach it to this application.

As the above-named applicant, I hereby state that I have read and fully understand the responsibilities of the Town of Jamestown Adopt-A-ROW program and apply to adopt the ROW stated above. I also agree that if accepted, I am agreeing to perform the ROW maintenance as stated in the Town of Jamestown Adopt-A-ROW policy until such a time that the agreement is terminated.

I also hereby state that I fully understand the CRMC regulations as they apply to the maintenance of this ROW and that I will perform no improvements or other work outside the scope of the Town of Jamestown Adopt-A-ROW program.

I have attached my reason for wanting to adopt this ROW to this application


(Signature)

5/16/2024
(Date)

JOHN G AQUINO
(Printed Name of Adopting Entity)

Please Submit this completed form, an attachment documenting your reason for wanting to adopt this ROW and the completed release of liability form to the Jamestown Conservation Commission. Although not required, it is encouraged that the applicant schedule a time to meet with the Conservation Commission to discuss this application.

REASON FOR WANTING TO ADOPT THIS ROW

OUR FAMILY HAS ENJOYED THE USE OF THIS ROW SINCE 1967. WE USE IT NOW REGULARLY. I HAVE BEEN MAINTAINING THIS ROW SINCE 2013.

I WILL CONTINUE TO MAINTAIN IT IN ITS CURRENT CONDITION IN THE YEARS TO COME, FOR THE BENEFIT OF THE COMMUNITY WHICH NOW ALSO USES IT REGULARLY.

WAIVER AND RELEASE FROM LIABILITY FOR PUBLIC PROPERTY ROW MAINTENANCE

I, JOHN G AQUINO, HEREBY WAIVE AND RELEASE, indemnify, hold harmless and forever discharge THE TOWN OF JAMESTOWN, RHODE ISLAND, and its agents, employees, officers, directors, affiliates, successors, managers and assigns, of and from any and all claims, demands, debts, contracts, expenses, causes of action, lawsuits, damages and liabilities, of every kind and nature, whether known or unknown, in law or equity, that I ever had or may have, arising from or in any way related to my participation in any of the events or activities, conducted by, on the premises described as # 2 HULL ROW, provided that this waiver of liability does not apply to any acts of gross negligence, or intentional, willful or wanton misconduct.

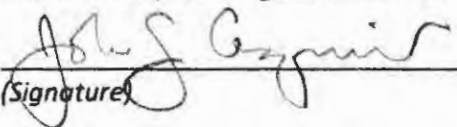
I have inspected the premises and believe them to be satisfactory for the purpose of this activity. I understand that the activities or function in which I participate may be inherently dangerous and can cause serious or grievous injuries, including bodily injury, damage to personal property and/or death. On behalf of myself, my heirs, assigns, and next of kin, I waive all claims for damages, injuries and death sustained to me or my property that I may have against the aforementioned released party to such activity.

By this Waiver, I assume any risk, and take full responsibility and waive any claims of personal injury, death or damage to personal property associated with Individual or Entity Named, JOHN G AQUINO including but not limited to using the facility in any manner, form or fashion, and practicing and/or engaging in maintenance activities or other related activities on and off the premises.

This WAIVER AND RELEASE contains the entire agreement between the parties, and supersedes any prior written or oral agreements between them concerning the subject matter of this WAIVER AND RELEASE. The provisions of this WAIVER AND RELEASE may be waived, altered, amended or repealed, in whole or in part, only upon the prior written consent of all parties.

The provision of this WAIVER AND RELEASE will continue in full force and effect even after the termination of the activities conducted by, on the premises of, or for the benefit of Individual or Entity Named JOHN G AQUINO, whether by agreement, by operation of law, or otherwise.

I have read, understand and fully agree to the terms of this WAIVER AND RELEASE. I understand and confirm that by signing this WAIVER AND RELEASE I have given up considerable future legal rights. I have signed this Agreement freely, voluntarily, under no duress or threat of duress, without inducement, promise, or guarantee being communicated to me. My signature is proof of my intention to execute a complete and unconditional WAIVER AND RELEASE of all liability to the full extent of the law. I am 18 year of age or older and mentally competent to enter into this waiver.


(Signature)

5/16/2024
(Date)

JOHN G AQUINO
(Printed Name)

Kit Wright Trail named after Island resident and conservationist who donated the nearby Fox Hill Marsh to the Audubon Society.

Page 59 of 422



The Kit Wright walking trail was completed along Fox Hill Marsh in the winter of 2000. In addition, the Boy Scouts constructed a wildlife observation platform that was funded by the Rotary Club in 2000.

Entrance to North End of Kit Wright Trail Parking Lot
(across from CISF location)

Page 61 of 422



Parking area is mostly dirt-gravel substrate-some broken asphalt
Access to trail directly from parking area
Room for 1-2 Accessible parking spots



Scenic View of Fox Hill Marsh from Viewing Platform

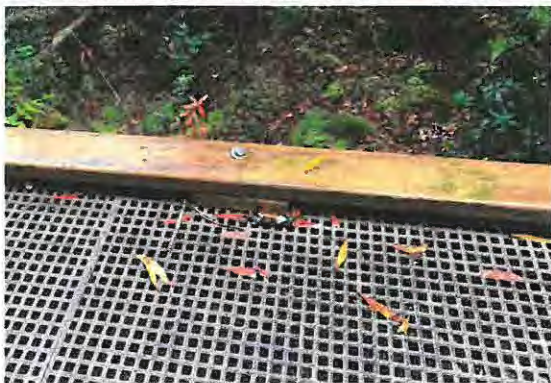
Page 63 of 422



Some of the most pristine and scenic views across Jamestown
Should be accessible to everyone

Examples of accessible boardwalk trails with alternate recycled fiberglass grating materials
Rot Resistant-Zero Maintenance; Elevated over sensitive wetland

Page 65 of 422



Very Rough Cost Estimates for Grading, Stone Dust and Boardwalk Construction per 100' x 5'

Item	Description	Qty	Rate	Amount
Mini Skidsteer	Grading and spreading stone dust	1.00	400.00	400.00
Labor	Assisting machine operator Compacting	1.00	440.00	440.00
Stone Dust	-(yd) Stone Dust	5.00	60.00	300.00
Subcontractor	Carpentry Work (install 100' x 5' pressure treated boardwalk, includes materials)	1.00	7883.75	7883.75

Contract Information - Please Read

This contract does not require any payment action unless otherwise stated as part of an up-front or installment payment.

Subtotal:	\$9,023.75
Sales Tax (7.00%):	\$21.00
Total:	\$9,044.75

Rough Estimate for Grading, Stone Dust and Pressure Treated Boardwalk construction to Viewing Platform (~250'): ~ \$22,000

Rough Estimate for the Entire Kit Wright Trail (924'): ~\$90,000

Rhode Island stroller and wheelchair accessible trails

<https://www.rifamiliesinnature.org/places-to-explore/stroller-and-wheelchair-accessible/>

https://www.accessiblenature.info/?page_id=397

<https://www.traillink.com/stateactivity/ri-wheelchair-accessible-trails/>

<https://www.alltrails.com/us/rhode-island/ada>

<https://www.amsvans.com/research-wheelchair-vans/travel/rhode-island-big-on-wheelchair-accessible-fun>

TOWN COUNCIL MEETING
Monday, June 17, 2024
6:00 P.M.

A motion was made by Vice President Meagher to move into Executive Session with a second by Councilor M. White that the Town Council convene into Executive Session to discuss, take possible action, and/or vote pursuant to the relevant requirements of R.I.G.L. § 42-46-5(a) Subsection (1) Personnel (job performance, character, or physical or mental health of Town Administrator Edward Mello) who was notified and indicated his agreement to meet with the Town Council in Executive Session. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

I. EXECUTIVE SESSION

- A) The Town Council may convene into Executive Session to discuss, take possible action, and/or vote pursuant to the relevant requirements of R.I.G.L. § 42-46-5(a) Subsection (1) Personnel (job performance, character, or physical or mental health of Town Administrator Edward Mello; Performance Review; provided that such person affected shall have been notified in advance in writing and advised that he may require that the discussion be held at an open meeting). Discussion and/or Potential action, announcement, and/or vote(s) from Executive Session and/or Open Session concerning Town Administrator Performance Review; with terms and conditions of employment to be discussed and voted upon by the Town Council at the meeting.

II. ADJOURNMENT OF EXECUTIVE SESSION

Upon return to the open session, Vice President Meagher announced that the executive session was continued to the July meeting of the Town Council.

A motion was made by Vice President Meagher to seal the minutes and adjourn from Executive Session with a second by Councilor M. White. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

It was announced that no votes were taken.

The Town Council reconvenes the regular meeting.

III. ROLL CALL

A regular meeting of the Jamestown Town Council was held on June 17, 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, Chief Jamie Campbell, Public Works Director Michael Gray, Town Planner Lisa Bryer, Harbor Executive Director Fred Pease, Stenographer Brenda Hanna, Water & Sewer Clerk Denise Jennings, and Town Clerk Roberta Fagan.

IV. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:41 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

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

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.

See Board of Water and Sewer Commissioners Meeting Minutes.

- A) Acknowledgements, Announcements, Presentations, Resolutions, And Proclamations:
 - 1) Review, Discussion, and/or Action and/or Vote: Resolution 2024-16 of the Water and Sewer Commission Relative to a Temporary Moratorium on Applications and Permitting for Water Service Extensions, through December 31, 2024.
 - a) Memorandum from Town Administrator Mello to the Jamestown Water and Sewer Commission.

Commissioner Brine recused from agenda item B) Unfinished Business, 1) through 4) and left the dais at 6:44 p.m.

- B) Unfinished Business:
 - 1) Review, Discussion, and/or Action and/or Vote on the application of Jeffrey and Deborah Saletin (Plat 7 Lot 135, 14 Seaview Avenue) for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension:
 - a) The following have been received and reviewed by the Board of Water and Sewer Commissioners:
 - i) Application for utility service connection (water) received January 2, 2024.
 - ii) Memorandum dated February 13, 2024, and revised on April 11, 2024, from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners.
 - iii) Memorandum dated February 16, 2024, from Robert F. Ferrari, PE to the Town of Jamestown.
 - iv) Application for water line extension received March 29, 2024.
 - b) Review, Discussion, and/or Action and/or Vote on the draft decision letter from the Board of Water and Sewer Commissioners to Jeffrey and Deborah Saletin (Plat 7 Lot 135, 14 Seaview Avenue) for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension

- 2) Review, Discussion, and/or Action and/or Vote: on the Letter dated 01/02/24 from Attorney Joelle C. Rocha and the application of Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue) for water line extension:
 - a) The following have been received and reviewed by the Board of Water and Sewer Commissioners:
 - i) Letter dated January 2, 2024, from Attorney Joelle C. Rocha and the application for water line extension received on January 2, 2024.
 - ii) Memorandum dated February 13, 2024, and revised on April 11, 2024, from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners.
 - iii) Letter dated February 19, 2024, from Attorney Joelle C. Rocha and an exhibit showing existing OWTS & Well.
 - b) Review, Discussion, and/or Action and/or Vote on the draft decision letter from the Board of Water and Sewer Commissioners to Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue) for water line extension

- 3) Review, Discussion, and/or Action and/or Vote: On the application of Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue) for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension:
 - a) The following have been received and reviewed by the Board of Water and Sewer Commissioners:
 - i) Application for utility service connection (water) received January 2, 2024.
 - ii) Memorandum dated February 13, 2024, and revised on April 11, 2024, from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners.
 - iii) Addendum (3 pages) submitted February 20, 2024 re: well.
 - iv) Addendum with note (5 pages) submitted March 21, 2024, re: well.
 - v) Application for water line extension received April 1, 2024.
 - b) Review, Discussion, and/or Action and/or Vote on the draft decision letter from the Board of Water and Sewer Commissioners to Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue) for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension

- 4) Review, Discussion, and/or Action and/or Vote: on the application of Stephen Zimmiski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue) for water line extension:
 - a) The following have been received and reviewed by the Board of Water and Sewer Commissioners:
 - i) Application for water line extension received January 2, 2024.
 - ii) Memorandum dated February 13, 2024, and revised on April 11, 2024, from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners.
 - iii) Wellworks LLC report and estimate dated October 1, 2018.
 - iv) Letter dated May 1, 2024, from applicants Stephen Zimmiski and Suzanne Gagnon to Public Works Director Michael Gray requesting a continuance of the original application if no decision can be rendered on May 6 by the Board of Water & Sewer Commissioners.
 - b) Review, Discussion, and/or Action and/or Vote on the draft decision letter from the Board of Water and Sewer Commissioners to Stephen Zimmiski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue) for water line extension.
- C) Open Forum – Water & Sewer Matters
- 1) Scheduled request to address – None.
 - 2) Non-scheduled request to address.

Councilor Brine rejoined the meeting and returned to the dais at 6:53 p.m.

Stenographer Brenda Hanna exited the meeting at 6:54 p.m.

- D) 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
- E) Letters and Communication:
- 1) No items at this time.

- F) New Business:
 - 1) Review, Discussion, and/or Action and/or Vote: Approval of request to authorize Town Administrator Mello to sign on behalf of the Town of Jamestown the proposed draft Emergency Water Supply Agreement dated May 7, 2024, between the Town of Jamestown and the Town of North Kingstown.

- G) Consent Agenda
 - 1) Finance Director's Report: Water and Sewer Comparison Budget to Actuals as of May 31, 2024.

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.

VI. OPEN FORUM

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

Marian Falla, 75 Green Lane, asked if the Town Council would consider conducting a beach erosion study in Jamestown, similar to other coastal communities.

Town Administrator Mello stated the proposed Jamestown Hazard Mitigation Plan (JHMP) could provide a pathway for engineering projects. The JHMP does not specifically call out Mackerel Cove beach, but the Plan would allow the Town to work with the Army Corps of Engineers (ACOE) toward a solution.

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

- A) Presentations: Jamestown Conservation Commission presentation on the proposed project and fundraising initiative to make the "Kit Wright Trail" wheelchair-accessible.

Jamestown Conservation Commission (JCC) member Anne Kuhn Hines made a presentation to the Town Council on the proposed project and fundraising initiative to make the "Kit Wright Trail" wheelchair accessible.

Vice President Meagher requested placing the proposed "Kit Wright Trail" wheelchair-accessible project and fundraising initiative on the next agenda for Town Council consideration.

The Town Council opened the Public Hearing.

VIII. PUBLIC HEARINGS, LICENSES, AND PERMITS

- A) **Public Hearing:** Review, Discussion, and/or Action and/or Vote: Jamestown Draft Hazard Mitigation Plan (JHMP) presented for public comment; and consideration of adoption by the Town Council contingent upon Rhode Island Emergency Management Administration (RIEMA) and Federal Emergency Management Administration (FEMA) approval.
- 1) Review, Discussion, and/or Action and/or Vote to direct the project Consultant Weston & Sampson to finalize the JHMP for final review by RIEMA.
 - 2) Review, Discussion, and/or Action and/or Vote: Approval and adoption of Resolution 2024-17, a Resolution of the Town of Jamestown Adopting the 2024 Jamestown Hazard Mitigation Plan Update, and to include any modifications received under the public review period and any required by RIEMA and FEMA during their reviews to the JHMP.

Town Planner Lisa Bryer reviewed the draft JHMP prepared by Weston & Samson (attached).

A motion was made by Vice President Meagher with a second by Councilor M. White to waive the reading of Resolution 2024-17 and to approve the Resolution of the Town of Jamestown Adopting the 2024 Jamestown Hazard Mitigation Plan Update, and to include any modifications received under the public review period and any required by RIEMA and FEMA during their reviews to the JHMP. 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 approve directing project Consultant Weston & Sampson to finalize the JHMP for final review by RIEMA. 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**

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 18, 2024:

CLASS F (NON-PROFIT)

Jamestown Chamber of Commerce

PO Box 35

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 M. White to approve the Jamestown Chamber of Commerce One-Day Class F Liquor License scheduled for July 18, 2024, taking place at TPG/Dutch Harbor Marina, 251 Narragansett 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 has been received under said Act for a one-day license on July 26, 2024:

CLASS F (NON-PROFIT)
Jamestown Historical Society
PO Box 156
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 M. White to approve the Jamestown Historical Society One-Day Class F Liquor License scheduled for July 26, 2024, taking place at 378 North Road. 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.

President Beye recused from agenda item C) Licenses and Permits, 1) Jamestown Rotary Club, 48th Annual Jamestown Classic Bike Race, and left the dais at 7:37 p.m.

C) Licenses and Permits

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:

- 1) Applicant: Jamestown Rotary Club
Event: 48th Annual Jamestown Classic Bike Race
Date: Sunday, October 13, 2024
Location: Ft. Getty, Rembijas Pavilion

- a) Approval of request to waive fees associated with a Police detail and use of the Ft. Getty, Rembijas Pavilion, as historically granted.

A motion was made by Councilor M. White with a second by Councilor R. White to approve the Jamestown Rotary Club 48th Annual Jamestown Classic Bike Race One-Day Event/Entertainment License scheduled for October 13, 2024, taking place at Ft. Getty, Rembijas Pavilion; and to approve the request to waive fees associated with a Police detail and use of the Ft. Getty, Rembijas Pavilion, as historically granted. Vote: Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

President Beye rejoined the meeting and returned to the dais at 7:38 p.m.

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

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

1) CMS/Jamestown Newport Ferry Agreement (New Business).

The Town Council previously directed the solicitor and Town Administrator Mello to develop an agreement with Conanicut Marine Service and Jamestown Ferry for the continued use of the ferry dock and a portion of the wood pile pier. A proposed agreement has been included under New Business.

2) Harbor Management Rule Book/ Rates for the Ferry Dock (New Business).

The JHC has recommended a revision to the Harbor Management Rule Book specific to the use of the touch-and-go docks at East Ferry along with the use of the Ferry Dock at East Ferry. The proposed rules would prohibit the commercial use of the outer touch-and-go docks. The use of the concrete ferry dock would be allowed for RIPUC ferry service with a permit at no cost and other commercial charter vessels based upon a fee schedule as proposed.

3) Ft. Getty Pier repair update.

The Public Works Department continued the repair work at Ft. Getty Pier which included the repair and/or replacement of sleepers, stringers, and decking along with the removal of broken piles and ladders.

Town staff continued to meet with FEMA to recover any eligible expenses related to both Ft. Getty Pier and Mackerel Cove Beach.

4) Town Council Chambers audio and visual proposed improvements.

Improvements to the audio and visual components in the Council Chambers have been made which include an upgrade to the sound system. Video display options in the Chambers are also being explored, such as adding 85" monitors to both the front and rear walls. A digital image example was included in the packets for review.

5) OpenGov online resident services update.

The clerk's office has continued to expand the use of OpenGov for online resident services. Transfer station annual permits are available online and will be mailed to the applicant upon approval.

X. UNFINISHED BUSINESS

A) Review, Discussion, and/or Action and/or Vote: Approval of the Final Charter Amendment Questions for submission to the voters at the Next Regular Election as follows:

1) Question 1- Amendment to the Jamestown Charter (Amends Preamble): Shall the Charter be amended to list the official name of the state of Rhode Island?

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Final Charter Amendment, Question 1- "Amendment to the Jamestown Charter (Amends Preamble): Shall the Charter be amended to list the official name of the state of Rhode Island?" for submission to the voters at the Next Regular Election. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 2) Question 2 – Amendment to the Jamestown Charter (Amends Article II – The Town Council - §212- Vacancies): Shall the Charter be amended to modify the procedure to fill a vacancy on the Town Council by authorizing the membership of the Town Council to select a qualified person to fill the vacancy for the remainder of the term?

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Final Charter Amendment , Question “2 – Amendment to the Jamestown Charter (Amends Article II – The Town Council - §212- Vacancies): Shall the Charter be amended to modify the procedure to fill a vacancy on the Town Council by authorizing the membership of the Town Council to select a qualified person to fill the vacancy for the remainder of the term?” for submission to the voters at the Next Regular Election. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 3) Question 3 - Amendment to the Jamestown Charter (Amends Article II – The Town Council § 216-Procedure For Adopting All Ordinance): Shall the Charter be amended to provide that only a digest or description of a proposed ordinance or amendment of an ordinance need be published in a newspaper of general circulation?

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Final Charter Amendment, Question 3 – “Amendment to the Jamestown Charter (Amends Article II – The Town Council § 216-Procedure For Adopting All Ordinance): Shall the Charter be amended to provide that only a digest or description of a proposed ordinance or amendment of an ordinance need be published in a newspaper of general circulation?” for submission to the voters at the Next Regular Election. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 4) Question 4 - Amendment to the Jamestown Charter (Amends Article III - The Town Administrator - § 301 -Appointment and Qualifications): Shall the Charter be amended to allow a person appointed as Town Administrator up to twelve (12) months to become a resident of the State?

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Final Charter Amendment, Question 4 – ”Amendment to the Jamestown Charter (Amends Article III - The Town Administrator - § 301 -Appointment and Qualifications): Shall the Charter be amended to allow a person appointed as Town Administrator up to twelve (12) months to become a resident of the State?” for submission to the voters at the Next Regular Election. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 5) Question 5 - Amendment to the Jamestown Charter (Amends Article IV - Administrative Departments - § 409 - Building Official): Shall the Charter be revised to allow the building official to also serve as the zoning enforcement officer?

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Final Charter Amendment, Question 5 " Amendment to the Jamestown Charter (Amends Article IV - Administrative Departments - § 409 - Building Official): Shall the Charter be revised to allow the building official to also serve as the zoning enforcement officer?" Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 6) Question 6 - Amendment to the Jamestown Town Charter (Amends Article V - The School Committee - § 503 - Vacancies): Shall the Charter be amended to modify the procedure to fill a vacancy on the School Committee by authorizing the membership of the Town Council to select a qualified person to fill the vacancy for the remainder of the term?

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Final Charter Amendment, Question 6 " Amendment to the Jamestown Town Charter (Amends Article V - The School Committee - § 503 - Vacancies): Shall the Charter be amended to modify the procedure to fill a vacancy on the School Committee by authorizing the membership of the Town Council to select a qualified person to fill the vacancy for the remainder of the term?" Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 7) Question 7 Amendment to the Jamestown Charter (Amends Article XI- Financial Provisions - § 1104- Public Notice): Shall the Charter be amended to revise internal section references for consistency?

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Final Charter Amendment, Question 7 " 7 Amendment to the Jamestown Charter (Amends Article XI- Financial Provisions - § 1104- Public Notice): Shall the Charter be amended to revise internal section references for consistency?" Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 8) Question 8 Amendment to the Jamestown Charter (Amends Article XII- Amendment of Charter - § 1201 - Charter Revision Committee): Shall the Charter be amended to require a full review of the Charter beginning in September 2029 and thereafter at no less than six (6) year intervals thereafter and that special reviews can take place as needed?

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Final Charter Amendment, Question 8 "Amendment to the Jamestown Charter (Amends Article XII-Amendment of Charter - § 1201 - Charter Revision Committee): Shall the Charter be amended to require a full review of the Charter beginning in September 2029 and thereafter at no less than six (6) year intervals thereafter and that special reviews can take place as needed?" 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: Review and discussion of Town Council meeting dates for June, July, and August 2024, with potential new dates to be considered. Current meeting dates:
- 1) Friday, June 21st, Special Meeting
 - 2) Monday, July 1st
 - 3) Monday, July 15th
 - 4) Monday, August 5th
 - 5) Monday, August 19th

A discussion ensued.

A motion was made by Vice President Meagher with a second by Councilor M. White to modify the July and August Town Council schedule; meetings will take place on Monday, July 15th, and Monday, August 19th, only. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

XI. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: At the recommendation of the Jamestown Harbor Management Commission, approval of the revised Harbor Management Rule Book, specific to the use of the East Ferry public touch-and-go docks, the concrete ferry dock and the proposed commercial charter vessel use fee schedule.

Town Administrator Mello reviewed the document with the Town Council and referred to the fee schedule on page 15.

Councilor R. White asked a clarifying question about the transfer of a mooring to a family member.

Town Administrator Mello stated the Ordinance addresses those specific circumstances.

Paul Sprague, 11 Mast Street, addressed the Town Council. At the recent Harbor Management Commission meeting he questioned why the Coastal Queen would be required to pay rent to use the wood pile pier and pay the charter fee as well. He asked the Town Council before approving the revised Harbor Management Book and the proposed commercial charter vessel use fee schedule, to consider exempting the Coastal Queen from paying the commercial charter vessel use fee.

President Beye asked Town Administrator Mello how the Harbor Management Commission responded to Paul Sprague's suggestion.

Paul Sprague stated the Harbor Management Commission voted to approve the Harbor Management Rule Book and fee schedule, and they did not comment on a commercial charter vessel use fee exemption for the Coastal Queen. He wanted to make the Town Council aware and was hopeful there would be an exemption for the fee.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the revised Harbor Management Rule Book. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Town Administrator Mello asked if the motion also included approval of the commercial charter vessel use fee schedule.

Vice President Meagher amended her motion as follows: A motion was made by Vice President Meagher with a second by Councilor M. White to approve the revised Harbor Management Rule Book, specific to the use of the East Ferry public touch-and-go docks, the concrete ferry dock, and the proposed commercial charter vessel use fee schedule. 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: At the recommendation of Town Administrator Mello authorization to finalize an agreement between the Town of Jamestown and Conanicut Marine Services, Inc. /Jamestown Newport Ferry for the use of the Town-owned touch and go docks, a portion of the wood pile pier and ferry dock at East Ferry, with final review by the Town Solicitor Peter Ruggiero.

Town Administrator Mello reviewed the proposed elements of the agreement between the Town of Jamestown and Conanicut Marine Services, Inc. /Jamestown Newport Ferry. The Town Council had previously directed the solicitor and Town Administrator Mello to develop an agreement with Conanicut Marine Service and Jamestown Ferry for the continued use of the ferry dock and a portion of the wood pile pier.

The agreement was developed in conjunction with the proposed rules, permit requirements, and permit fees which regulate the use of the touch-and-go docks and ferry dock at East Ferry. These rules and fees have been reviewed and recommended by the Harbor Management Commission at their June 12, 2024 meeting

The basic elements of the proposed agreement are:

- The flexibility to use the 100' of rented dock space with any CMS vessel (this permit is typically specific to a particular vessel.)
- Arch sign to remain as is
- Use of sandwich board sign
- Use of tent
- Declare Jamestown as port-of-origin for commercial charters
- Use of the southeast side of the wood pile pier for as many as 9 trips of the Islander of the equivalent during the three festivals
- Term of 3 years
- Rate \$1,000/year

This would be in addition to the required standard dockage agreement of \$44/ foot for the 100 feet of dock space at \$4,400 and the commercial charter vessel permit fee of \$2,500.

Town Administrator Mello requested Town Council approval to finalize this agreement with a final review by the Town Solicitor Peter Ruggiero.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the request to finalize an agreement between the Town of Jamestown and Conanicut Marine Services, Inc. /Jamestown Newport Ferry for the use of the Town-owned touch and go docks, a portion of the wood pile pier and ferry dock at East Ferry, with final review by the Town Solicitor Peter Ruggiero. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye

XII. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS**A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:**

- 1) Harbor Management Commission, One (1) member, unexpired three-year term ending 12/31/2024, duly advertised in the May 2nd and 9th editions of the Jamestown Press with a request to submit applications prior to May 15, 2024:
 - a) Letter of resignation
 - i) Dan Wurzbacher, letter of resignation, April 5, 2024.
 - b) Interested Applicant(s):
 - i) Paul Sprague
 - i. Applications received November 29, 2021, and October 2, 2023.
 - ii. Interviewed on January 10, 2022
 - iii. Confirmed continued interest on May 8, 2024.
 - iv. Interviewed on May 29, 2024.
 - ii) Antonio DaRosa Pinheiro
 - i. Initial application received on April 11, 2024.
 - ii. Interviewed on May 29, 2024.
 - iii) Daniel Lilly
 - i. Initial application received on May 9, 2024.
 - ii. Interviewed on May 29, 2024.
 - iv) Robert Laman
 - i. Initial application received on May 13, 2024.
 - ii. Interviewed on May 29, 2024.

Councilor R. White stated he and Bob Laman(Conservation Commission member) have served as the liaison(s) to the Harbor Management Commission and have been impressed by his involvement. Councilor R. White also commented that Paul Sprague would also be a good candidate, but would be as more effective as an active participant in the meetings as a resident.

Councilor Brine was impressed with all the candidates and felt Dan Lilly's as a longtime resident and riparian mooring owner, experience with writing state and federal grants would be valuable.

Vice President Meagher commented the Council has four great candidates to choose from. She also agreed that Bob Laman had the communication and public interaction skills that make him a great candidate.

A motion was made by Councilor R. White with a second by Vice President Meagher to appoint Robert Laman to the Harbor Management Commission for the unexpired three-year term ending 12/31/2024. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

XIII. CONSENT AGENDA

- A) Adoption of Town Council Meeting Minutes
- 1) May 20, 2024 (Regular meeting)
 - 2) May 29, 2024 (Special Meeting)
 - 3) June 3, 2024 (Financial Town Meeting)
- B) Minutes of Boards/Commissions/Committees
- 1) Affordable Housing (April 17, 2024)
 - 2) Bike Path Committee (February 16, 2024)
 - 3) Zoning Board of Review (April 23, 2024)
- C) Finance Director's Report: Comparison Budget to Actuals as of May 31, 2024.
- D) Abutter Notifications: Notice is hereby given that the Jamestown Zoning Board of Review will hold a public hearing on June 25, 2024, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following:
- 1) Application of William and Glenna McCaffrey, whose property is located at 232 Beacon Ave., and further identified as Assessor's Plat 16, Lots 67 and 70 for a special use permit from Article 3 Special Use Permits and Variances, section 82-300 Considerations of the zoning board, pursuant to Article 8, Special Regulations, Section 82-800 High groundwater table and impervious layer overlay district as relating to subdistrict A. To add a 17' x 20' addition to the east side of the existing house. The addition is conforming to all setbacks and lot coverage requirements. Said property is located in a R40 zone and contains 28,800 sq ft.

- E) Tax Assessor's Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
23-0356-00M	2021	TAXPAYER DECEASED	-\$ 0.59
23-0356-00M	2021	TAXPAYER DECEASED	-\$ 0.81
TOTAL ABATEMENTS TO TAX ROLL			-\$ 1.40
TOTAL ADDENDA TO TAX ROLL			\$ 0.00
GRAND TOTAL TO THE TAX ROLL			-\$ 1.40

- F) Request from Parks and Recreation Director DeFalco to the Town Council to approve the Jamestown Recreation Center Gym Floor and Optional Recreation Center Stage Bid to Aramsco, DBA Casey EMI, based on the review and evaluation of the bid, for an amount not to exceed \$26,430.00:
- 1) Memorandum from Parks and Recreation Director DeFalco to recommend the bid be awarded to the lowest and only bidder, Aramsco, DBA Casey EMI for the repair and refinishing of the following:
 - a) Item 1: Recreation Center Gym Floor \$16,690.00
 - b) Item 2: Optional Recreation Center Stage \$ 9,740.00

- G) Request from Public Works Director Michael Gray to the Town Council to approve the 2024 Annual Road Paving Bid to J.R. Vinagro, for Jamestown roadways based upon the estimated quantities for each of the roadways listed for an amount not to exceed \$813,882.45:
- 1) Memorandum from Public Works Director Michael Gray to recommend the bid be awarded to the lowest responsive bidder, J.R. Vinagro for the following:
 - a) Item 1: Reclaimed Pavement for Base Course \$3.95 per Square Yard
 - b) Item 2: Bituminous Base Course \$109.50 per Ton
 - c) Item 3: Bituminous Surface Course \$115.00 per Ton
- H) Approval of Pole Placement Request by the Narragansett Electric & Verizon New England Inc. to bury underground primary wire from P12 Dumpling to the driveway of 30 Dumpling Dr; and permission to erect and maintain poles and wires together with such sustaining and protecting fixtures as they may find necessary, said poles erected or to erected substantially in accordance with the plan filed herewith marked: WR#30706421.
- I) Pursuant Jamestown Code of Ordinances, Chapter 26, Article II – Fire Department, Sec. 26-27 Notice of names of officers, “On the second Monday of May, annually, the board of fire wardens, by the direction of the fire department, shall, in writing, notify the town council the names of the chief, deputy chiefs, and other officers as may exist for recording”.
- J) Ratification of the Administratively approved Short-Term Rental application for the period of January 1, 2024 through December 31, 2024:
- 1) STR-48, Paul Sylvia, 59 North Road
 - 2) STR- 99, Stephen Braman, 75 Southwest Avenue
 - 3) STR-110, Michael Allen, 37 Newport Street
 - 4) STR-67, Caroline Boden, 36 Newport Street
 - 5) STR-132, Kenneth Newman, 23 Avenue B
- K) Ratification of the Administratively approved Jamestown Arts Center (JAC)One Day Event/Entertainment License application: JAC, Newport Live Presents: Suitcase Junket, 18 Valley Street, held on June 7, 2024.

- L) 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 Chamber of Commerce
Event: Annual Chamber Weenie Roast
Date: July 18, 2024
Location: TPG, 251 Narragansett Avenue
 - 2) Applicant: Jamestown Yacht Club
Event: Fools Rules Regatta
Date: August 17TH ~~July 17~~, 2024 (rain date August ~~July~~ 18, 2024) (scrivener's error)
Location: East Ferry Beach
 - 3) Applicant: Jamestown Arts Center (JAC)
Event: JAC Summer Soiree
Date: June 28, 2024
Location: JAC, 18 Valley Street
 - 4) Applicant: Jamestown Historical Society
Event: Jamestown Chamber of Commerce Meeting
Date: June 20, 2024
Location: JHS Museum, 92 Narragansett Avenue
 - 5) Applicant: Jamestown Historical Society
Event: Evening at the Windmill
Date: July 26, 2024
Location: 378 North Road
 - 6) Applicant: Jamestown Historical Society
Event: Windmill Day
Date: July 27, 2024
Location: 378 North Road
 - 7) Applicant: St. Matthew Episcopal Church
Event: St. Matthew's Summer Fair
Date: July 20, 2024
Location: 87 Narragansett Avenue
- M) 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 Chamber of Commerce
Event: Sub-applicant of Jamestown Fireworks 2024
Date: July 7, 2024
Location: East Ferry (adjacent to Veterans Square)
 - 2) Applicant: Java Jai Coffee Company
Event: Sub-applicant of Jamestown Fireworks 2024
Date: July 7, 2024
Location: East Ferry (adjacent to Veteran's Square)

- N) Public Notice of CRMC and RIDEM of application for Assent filed by Stephanie & Peter Medeiros & John Mastalski, 63 Seaside Drive, to construct and maintain a manually operated boat lift and access ladder connected to an existing residential boating facility. No variances are required. Written comments/objections are due by July 10, 2024, to CRMC, O.S. Government Center, 4808 Tower Hill Road, Rm 116, Wakefield, RI 02879, or cstaff1@crmc.ri.gov.

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 Vice President Meagher with a second by Councilor M. White 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.

Vice President Meagher made note of the letter received from the Water & Sewer Department staff members and stated she welcomes comments from all town staff. She praised and expressed appreciation for their efforts to support the operations at the Water & Sewer facilities as the Town continues to search for qualified technicians.

Additionally, Vice President Meagher appreciated the communication from the Jamestown Senior Service Committee regarding the 6 West Street project. Should the 6 West Street project be placed on a future agenda to discuss the Senior Service Committee's concerns and recommendations?

Town Administrator Mello stated town staff continue to research opportunities for the 6 West Street project and will present findings at a future Town Council meeting.

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

- A) Communications Received:
- 1) Copy of memo to: Town Council
From: Jamestown Planning Commission
Dated: June 12, 2024
Re: Development Plan Review approval CISF
 - 2) Copy of letter to: Town Council
From: Jamestown Senior Service Committee
Dated: May 13, 2024
Re: 6 West Street project

- 3) Copy of letter to: Town Council
From: Water & Sewer Department staff members
Dated: June 3, 2024
Re: Water Department
 - 4) Copy of letter to: Town Council
From: Damiano & Company, LLP
Dated: June 7, 2024
Re: Town of Jamestown financial statements audit.
 - 5) Copy of email to: Town Council
From: Richard Doyle
Dated: June 3, 2024
Re: CISF building
 - 6) Copy of report to: Town Council
From: The Trust
Dated: June 5, 2024
Re: 2023 Annual Report
 - 7) Copy of article to: Town Council
From: Marian Falla
Dated: June 12, 2024
Re: Middletown allocates \$42k for beach erosion study.
- B) Communications and Resolutions from other Rhode Island Cities and Towns:**
- 1) Town of Charlestown, Resolution in Support of Amendments Relating to Waters and Navigation Harbors and Harbor lines.
 - 2) Town of Little Compton, Resolution Urging the RI State Legislature to support Article 5, Question 3, of Governor McKee's Fiscal Year 2024 Budget Proposal to the State Legislature for a \$100 Million State Housing Bond Issue to Fund the Construction of Affordable and Attainable Housing in Rhode Island

XV. ADJOURNMENT

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn at 8:08 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



Hazard Mitigation Plan Update 2024

Town Council Hearing
June 17, 2024



Photo: Sarah Pappas, Longevity Design, via WestWindz.com

WHAT IS HAZARD MITIGATION?



Any sustained actions taken to reduce or eliminate the long-term risk to human life and property from hazards...



...through planning, policy, education, infrastructure projects, and more.

VALUE OF HAZARD MITIGATION PLANNING



SCHEDULE

TASK	2024					
	Feb	Mar	Apr	May	Jun	Jul
1. Review Current Plans/Update Requirements						
2. Work with Local Planning Team						
3. Community Engagement	2/27 Working Group Meeting - Kickoff	3/14 Working Group Meeting - Critical Facilities, Hazards, and Vulnerability	Working Group Meeting - Review Draft HMP		Public Town Council Hearing / Public Listening Session	
	2/20 Survey Launch	3/28 Working Group Meeting - Action Planning	4/8 Survey Closed		June 17	
4. Community Profile and Draft Plan						
5. First Draft/Review by Local Planning Team						
6. Facilitate RIEMA/FEMA Approval Process						
Planning Meetings	2	2	1	1	1	

HAZARDS IMPACTING JAMESTOWN



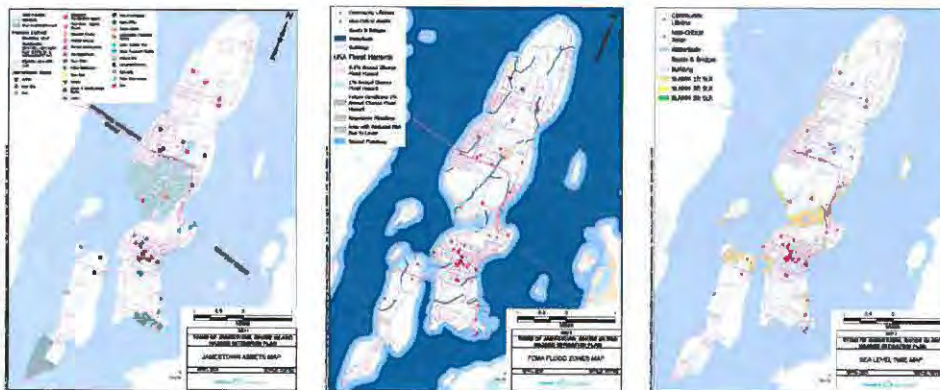
COMMUNITY ASSETS & CRITICAL FACILITIES

Locations and resources that are vital to the function and character of Jamestown.

- Built Environment
- Vulnerable Populations
- Cultural Resources
- Natural Resources
- Economic Centers



ASSETS & COMMUNITY LIFELINES



EXISTING CAPABILITIES

Existing authorities, policies, programs, and resources that reduce hazard impacts or could be used to implement hazard mitigation activities.

- Planning Mechanisms
- Funding Mechanisms
- Administrative Capacity
- Education and Outreach
- Existing Mitigation Measures Addressing Natural Hazards





MITIGATION ACTIONS

Mitigation actions are evaluated alongside goals and objectives to determine measures to reduce natural hazard vulnerabilities under the following categories:

- Life Safety
- Property Protection
- Technical
- Political
- Legal
- Environmental
- Social
- Administrative
- Local Champion
- Other Community Objectives



MITIGATION ACTIONS (1-9)

#	Action	Action Detail
1	Review Harbor Management Plan and EOP regularly	Incorporate newly completed Harbor Management Plan into Emergency Operations Plan Update and update after at least every three years, or after significant storm events, as necessary.
2	Reduce vulnerability to utility and communication lines	Tree Damage Mitigation Program to trim trees adjacent to utility lines to avoid power outages and therefore, maintain communication systems during and after hurricanes, thunderstorms, ice storms, and windstorms.
3	Bridge Repair Coordination	Coordinate with RIDOT to prioritize retrofit and repair of bridges, especially those that are vulnerable to sea level rise and climate change.
4	Vulnerable Roads Coordination	Coordinate with RIDOT to evaluate roads, especially that are vulnerable to sea level rise and prioritize improvements to vulnerable roads.
5	Public Education and Outreach	Organize and conduct training program for town officials, employees, boards, and commissions regarding hazard mitigation, including flood mitigation, and actions/responsibilities during a natural disaster.
6	Inflow and Infiltration of Sewer System	Prioritize projects that mitigate infiltration of groundwater and inflow into the sewer lines.
7	New Access for Water Treatment Facility	Develop a plan and identify funding for a new access and infrastructure to service the existing Water Treatment Facility.
8	Climate Adaptation Plan	Develop climate adaptation plan to address sea level rise and other climate hazards in order to improve resilience of general community infrastructure.
9	Continue Agreement for purchase of Potable Water among other strategies	The Town should maintain and test regularly the emergency hose and reels so that they are ready if needed. The Town should continue to pursue a formal agreement with the Town of North Kingstown for potable water in times of drought.



MITIGATION ACTIONS (11-20)

#	Action	Action Detail
10	Conanicus Seawall Repair	Develop plan with RIDOT to raise the remaining seawall at Conanicus Avenue.
11	Potter's Cove Shoreline Hardening	Develop a plan for structural repairs and shoreline hardening at Town Owned Potter's Cove Parking Lot at Freebody Drive.
12	Formal Agreement for Private Road Use During Conanicus Ave Closure	Develop contingency plan and or formal agreement for use of private roads in the event of Conanicus Ave closure.
13	Floodproof Pump Stations	Floodproof vulnerable pump stations, including, but not limited to the stations at Dutch Harbor and Maple Ave.
14	Dune Restoration at Mackerel Cover	Pursue funding and implement dune restoration/mitigation at Mackerel Cove beach.
15	Outreach to Seniors	Improve outreach and communications to seniors in the event of natural hazards.
16	Develop Stormwater Mitigation Plan	Develop stormwater mitigation plan.
17	South Pond Dam	Perform structural repairs to prevent catastrophic failure.
18	Debris Management Plan	Develop Internal Town policy for prompt removal and proper siting of fallen debris and tree limbs which decreases potential blockage or road and property blockage.
19	Public Education and Outreach	Develop and make preparedness and response material available concerning evacuation routes, emergency shelters, and maps of risks and critical facilities of Jamestown.
20	Join the Community Rating System	Appoint a CRS Coordinator and prepare documentation of at least 500 CRS points. Complete application and submit letter of interest.



QUESTIONS/ANSWERS

TOWN COUNCIL SPECIAL MEETING
Jamestown Town Hall
June 21, 2024
5:00 P.M.

I. ROLL CALL

A special meeting of the Jamestown Town Council was held on June 21, 2024. Town Council Members present were as follows: Nancy A. Beye, Michael G. White, Randy White, and Erik Brine. Mary Meagher was absent.

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, and Town Clerk Roberta Fagan.

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Council President Beye called the meeting of the Jamestown Town Council to order at 5:02 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

III. 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 prohibits 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: None.

A motion was made by Councilor M. White with a second by Councilor Brine to convene as the Town Council sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

IV. PUBLIC HEARINGS, LICENSES, AND PERMITS

- A) Town Council Sitting as the Alcoholic Beverage Licensing Board
 Notice is hereby given by the Town Council of the Town 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, that the following EXPANSION OF USE APPLICATION has been received, for the period June 21, 2024, to November 30, 2024, as advertised in the June 6th and 13th editions of the Jamestown Press:

CLASS B- LIMITED

Our Table LLC.
 dba: Our Table
 53 Narragansett Avenue
 Jamestown, RI 02835

- 1) Zoning Board of Review decision dated April 23, 2024
- 2) Approval of the EXPANSION OF USE of the CLASS B Limited Liquor License, upon resolution of debts, taxes, State approval, and appropriate signatures for the period of June 21, 2024-November 30, 2024, Review, Discussion, and or Action and or Vote.

A motion was made by Councilor M. White with a second by Councilor Brine to approve the Our Table LLC, dba: Our Table EXPANSION OF USE of the CLASS B Limited Liquor License, upon resolution of debts, taxes, State approval, and appropriate signatures for the period of June 21, 2024-November 30, 2024. Vote: President Beye, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

A motion was made by Councilor M. White with a second by Councilor R. White to adjourn from sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- B) Licenses and Permits: Approval of Application that has been received by the Town Council for a VICTUALING & HOLIDAY LICENSE, upon resolution of debts, taxes, State approval, and appropriate signatures for the year June 21, 2024-November 30, 2024, Review, Discussion, and/or Action and/or Vote:
 - 1) Our Table LLC, dba: Our Table

A motion was made by Councilor M. White with a second by Councilor Brine to approve the Our Table LLC, dba: Our Table VICTUALING & HOLIDAY LICENSE, Monday through Sunday, 12:00 pm – 10:00 pm, upon resolution of debts, taxes, State approval, and appropriate signatures for the year June 21, 2024-November 30, 2024. Vote: President Beye, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

V. ADJOURNMENT

A motion was made by Councilor M. White with a second by Councilor R. White to adjourn at 5:07 p.m. Vote: President Beye, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Attest:

Roberta J. Fagan, Town Clerk

Approved as written
Jamestown Affordable Housing Committee Minutes
 May 15, 2024 at 5:15pm
 Small Conference Room
 93 Narragansett Avenue, Jamestown, RI 02835

I. Call to Order

The meeting was called to order at 5:15pm. The following members were present: Quaker Case, Job Toll, Bob Plain, Dave Pritchard, Lisa Bryer, Mary Meagher, Fred Pease and Susan Gorelick. Not present: Wayne Moore
 Also present: Carrie Kolb

II. Approval of Minutes

- a. April 17, 2024 - review, discussion and/or action and/or vote

A motion was moved by Toll and seconded by Pritchard to approve the minutes from April 17, 2024 as written. All in favor.

III. Jamestown Housing Authority – review, discussion and/or action and/or vote

Discussion ensued on the Jamestown Affordable Housing Committee (JAHC) can support the Jamestown Housing Authority (JHA)? The question was raised should the JAHC give the JHA funding? The JHA is federally funded and the federal government is deaccessioning smaller housing authorities. The JAHC is funded through the Town Council. Presently, both the committee and the housing authority work separately from each other. It was decided to invite Nikki Vazquez, Executive Director of JHA to the next meeting for further discussions. The Rental Assistance Demonstration (RAD) booklet will be provided to the committee.

IV. Policy proposals – review, discussion, and/or action and/or vote (20 min)

- a. CLT/Jamestown Sustainable Resident Program

Meagher talked with Marla Romash, who worked in public relations. Romash said the CLT/Jamestown Sustainable Resident Program was very complicated and meet people where they are. Romash suggested talking the program up in smaller groups to develop interest. Pritchard said that people will get missed if the program is discussed in only small groups. He asked Meagher if she was opposed to putting in the paper and she said that she is not opposed. Discussion ensued regarding the Town Solicitor working on the CLT creating rules for the program. Meagher will confer with Ruggerio and have clarification at the next meeting.

- b. Senior Housing

The Senior Center is having the second Senior Resource Fair on June 26 from 3:00-6:00pm at Fort Getty. Should AHC have a booth? It would be a great way to start conversations with senior residents. The committee agreed it is a good idea and Meagher will contact Molly Rose to secure a booth. Meagher, Plain and Bryer will attend on behalf of JAHC.

- c. Non-conforming lots program/Affordable Lot Program

Affordable Housing Committee Meeting
 May 15, 2024
 Page 2 of 2

Plain suggested sending a letter to non-conforming lot owners and thinks the letter would go to about 15-20 owners. In the past, a letter was mailed to the owners and no one took advantage of splitting their lot for affordable housing. Plain said that if one person wants to do it then it would be good.

d. Affordable ADU Program

Discussion ensued regarding creating affordable ADUs. One option of the Town lending funds to create an Affordable ADU at a lower interest rate was discussed, however it was concluded that the Town does not have the staff to manage a program and the Town is less inclined to be a lender.

Another option discussed was to create a trust fund to give people money to create an Affordable ADU.

The question was raised if Affordable ADUs would qualify for section 8 housing/voucher program. Plain said that the Housing Authority in Jamestown is too small for housing vouchers.

Discussion ensued regarding forgiving permit fees, forgiving taxes, creating a rebate program and creating an abatement for creating workforce/first responder housing.

This discussion will continue at future meetings.

V. Funding Mechanisms of Affordable Housing - review, discussion and/or action and/or vote (5 min)

VI. Tools and Techniques for Creating Affordable Housing in Jamestown - review, discussion and/or action and/or vote (5 min)

VII. Member Reports (5 min)

VIII. Future Meetings and agenda items of Affordable housing Committee - review, discussion and/or action and/or vote (5 min)

The next meeting is June 26, 2024 at 5:15pm.

IX. Adjournment

A motion to adjourn at 6:15pm was moved by Pease and seconded by Case . All in favor.

Attest:

Carrie Kolb

**JAMESTOWN ELECTIONS TRAINING AND ADVISORY AD HOC COMMITTEE
MINUTES
WEDNESDAY, MAY 8, 2024
10:15 a.m.**

I. CALL TO ORDER

Laura Goldstein, Chair pro tempore of the Committee, called the meeting of the Jamestown Elections Training and Advisory Ad hoc Committee to order at 10:16 a.m. in the Jamestown Town Hall Town Council chambers at 93 Narragansett Avenue.

II. ROLL CALL

A scheduled meeting of the Jamestown Elections Training and Advisory Ad hoc Committee was held on Wednesday, May 8, 2024. Committee members present were as follows: Ms. Nancy Beye, Ms. Laura Goldstein, Ms. Daphne Meredith, Ms. Marlene Murphy, and Mr. Kenneth Newman.

Also in attendance was Mr. Keith Ford, Deputy Town Clerk /Clerk to the Board of Canvassers

III. MINUTES

A) Review, Discussion, and/or Action and/ or Vote:

1.) Minutes of the Elections Training and Advisory Ad hoc Committee meeting of May 1, 2024

The Committee read/reviewed the minutes individually. Mr. Newman moved to approve the minutes. Ms. Murphy seconded the motion and it was approved as follows: Ms. Beye, Aye; Ms. Goldstein, Aye; Ms. Meredith Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously.

IV. PUBLIC COMMENTS / OPEN FORUM

No public comment was given

V. UNFINISHED BUSINESS

A) Review, Discussion, and/or Action and/or Vote:

1.) Review previous discussions on draft of Elections Training and Advisory Ad hoc Committee Problem/ Action plan utilizing working task list for committee members (the "List")

The Committee discussed how pending legislation might address some of the concerns raised by the List. Mr. Newman offered to deliver a list of relevant pending legislation and its status to the Committee so that we can better track this. The Committee also discussed the possibility of placing PSA announcements on RIPTA buses: apparently this is under consideration by the state.

2.) Change in schedule for Jamestown Board of Canvassers' meeting

Formal approval of the voter brochure is still pending from the Secretary of State's office and the State Board of Elections. Mr. Ford previously notified the Committee that the Jamestown Board of Canvassers will review the brochure at its next available meeting.

VI. NEW BUSINESS

A) Review, Discussion, and/or Action and/ or Vote:

1.) Continue discussions on draft of Problem/ Action plan utilizing working task list for committee members

The Committee discussed whether we should be raising questions regarding oversight of the role of the DMV in voter registration because of past glitches with its systems, such as voters' party affiliations being changed without their knowledge or consent. At the present time, it is possible to change one's party affiliation at the DMV, and the town receives signatures from the DMV for its voter records. The Committee also discussed the issue of ballot design, including fonts. There was general agreement that we should be cognizant of our tone when delivering the List to the relevant parties who are in a position to implement change. Committee members agreed that our priority at this time is to focus on content; we will certainly hone the language and the delivery of our message at a later date before anything is sent up the chain.

The Committee continued to discuss items on the List, incorporated into these minutes by reference. Specifically, the committee discussed items items 9-15 on the List, with Ms. Goldstein and others keeping notes of changes and additions. The additions and changes will be noted in red and will be reviewed at our next meeting.

The Committee then discussed Mr. Newman's request that the State Association of Boards of Canvassers be shown a copy of our working list. The committee emphasized the importance of noting to that body that the List is in draft form and still a work in progress.

Mr Newman moved that a copy of our ***preliminary working draft*** of the List be shown to the Association of Boards of Canvassers to keep them informed of the work that we are doing. Ms Murphy seconded the motion. The vote was as follows: Ms.Beye, Aye; Ms. Goldstein, Aye; Ms. Meredith Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously.

Ms. Meredith moved to reschedule the May 22nd meeting to May 24th at 10:00 a.m. Ms. Murphy seconded the motion and the vote was as follows: Ms.Beye, Aye; Ms. Goldstein, Aye; Ms. Meredith Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously.

VII. ADJOURNMENT

Ms. Meredith made a motion to adjourn with a second by Mr. Newman. Vote: Ms. Beye, Aye; Ms. Goldstein, Aye; Ms. Meredith Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously. Meeting was adjourned at 11:36 a.m.

Attest:

A handwritten signature in black ink, appearing to be 'D Meredith', written in a cursive style.

Daphne Meredith
Secretary

Cc: Town Council Members(5); Roberta Fagan, Town Clerk

**JAMESTOWN ELECTIONS TRAINING AND ADVISORY AD HOC COMMITTEE
MINUTES
FRIDAY, MAY 24, 2024
10:00 a.m.**

I. CALL TO ORDER

Linda Jamison, Chair of the Committee, called the meeting of the Jamestown Elections Training and Advisory Ad hoc Committee to order at 10:05 a.m. in the Jamestown Town Hall small conference room at 93 Narragansett Avenue.

II. ROLL CALL

A scheduled meeting of the Jamestown Elections Training and Advisory Ad hoc Committee was held on Friday, May 24, 2024. Committee members present were as follows: Ms. Nancy Beye, Ms. Laura Goldstein, Ms. Linda Jamison, Ms. Daphne Meredith, Ms. Marlene Murphy, and Mr. Kenneth Newman.

III. MINUTES

A) Review, Discussion, and/or Action and/ or Vote:

1.) Minutes of the Elections Training and Advisory Ad hoc Committee meeting of May 8, 2024

Mr. Newman moved to waive the reading of the minutes. Ms. Murphy seconded the motion and it was approved as follows: Ms. Goldstein, Aye; Ms. Jamison, Aye; Ms. Meredith Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously.

Mr. Newman moved to approve the minutes as presented. Ms. Murphy seconded the motion and it was approved as follows: Ms. Goldstein, Aye; Ms. Jamison, Aye; Ms. Meredith Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously.

IV. PUBLIC COMMENTS / OPEN FORUM

No public comment was given

V. UNFINISHED BUSINESS

A) Review, Discussion, and/or Action and/or Vote:

1.) Review previous discussions on draft of Elections Training and Advisory Ad hoc Committee Problem/ Action plan (the "List")

The Committee revisited the question of how pending legislation might address some of the concerns raised by the issues and concerns we have raised. Mr. Alex Finkelman, our state

representative, will deliver to us a list of 4 pending, relevant bills, together with an update as to where they currently lie in the legislative process.

Formal approval of the voter brochure is still pending from the Secretary of State's office and the State Board of Elections. As was voted on in our prior committee meeting, Mr Newman presented that a copy of our *preliminary working draft* of the List to the Association of Boards of Canvassers to keep them informed of the work that we are doing. He reported back to the Committee that the List and brochure were very well received. Our own Board of Canvassers in particular, were very interested and supportive.

This Committee discussed the need to send our formal report up the chain for review as soon as possible. Ms. Goldstein reminded the Committee that some of the issues under discussion and raised in our report are time-sensitive as we are coming up on an election cycle soon. The Committee noted that the reaction time of state entities to items raised in our report may be highly variable.

There was discussion regarding the possibility that committees such as this Ad hoc committee may be made permanent in the future, and discussion regarding the prospective increase in the scope of responsibilities of local Boards of Canvassers.

The Committee then turned its attention to the List, beginning with item 15 and completing our review of all the items today. Ms. Goldstein changed the draft List to note corrections, consolidation of items, amendments to the language, and other changes suggested by committee members and agreed upon by this committee. She will revise the List accordingly to reflect today's discussion and we will begin finalizing our report accordingly.

VI. NEW BUSINESS

- A) Review, Discussion, and/or Action and/ or Vote:
 - 1.) Presentation to the Board of Elections

At the suggestion of Mr Newman, who is acquainted with the inner workings of the Board of Elections, the Committee agreed to postpone its meeting with members of the Board until the middle of June.

- 2.) Next Meeting Date

Ms Beye left the meeting at 11:15.

Ms Jamison moved to set the next meeting for Wednesday, May 29th at 10:00 a.m.

Ms. Meredith seconded the motion and the vote was as follows: Ms. Goldstein, Aye; Ms. Meredith Aye; Ms. Jamison, Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously.

VII. ADJOURNMENT

Mr. Newman made a motion to adjourn with a second by Ms. Meredith. Vote: Ms. Goldstein, Aye; Ms. Jamison, Aye; Ms. Meredith Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously. Meeting was adjourned at 11:20 a.m.

Attest:

A handwritten signature in black ink, appearing to be 'D Meredith', written in a cursive style.

Daphne Meredith
Secretary

Cc: Town Council Members(5); Roberta Fagan, Town Clerk

**JAMESTOWN ELECTIONS TRAINING AND ADVISORY AD HOC COMMITTEE
MINUTES
THURSDAY, JUNE 13, 2024
11:15 a.m.**

I. CALL TO ORDER

Linda Jamison, Chair of the Committee, called the meeting of the Jamestown Elections Training and Advisory Ad hoc Committee to order at 11:15 a.m. in the Jamestown Town Hall small conference room at 93 Narragansett Avenue.

II. ROLL CALL

A scheduled meeting of the Jamestown Elections Training and Advisory Ad hoc Committee was held on Thursday, June 13, 2024. Committee members present were as follows: Ms. Nancy Beye, Ms. Laura Goldstein, Ms. Linda Jamison, Ms. Daphne Meredith, Ms. Marlene Murphy, and Mr. Kenneth Newman.

III. MINUTES

A) Review, Discussion, and/or Action and/ or Vote:

1.) Minutes of the Elections Training and Advisory Ad hoc Committee meeting of May 24, 2024

Ms. Murphy moved to waive the reading of the minutes. Mr. Newman seconded the motion and it was approved as follows: Ms. Goldstein, Aye; Ms. Jamison, Aye; Ms. Meredith Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously.

Ms. Beye pointed out the following correction: as an ex-officio member, she is non-voting. Ms. Meredith corrected the minutes accordingly.

Ms. Murphy moved to approve the minutes as amended; Mr. Newman seconded the motion and it was approved as follows: Ms. Goldstein, Aye; Ms. Jamison, Aye; Ms. Meredith Aye; Ms. Murphy, Aye; Mr. Newman, Aye. The vote passed unanimously.

IV. PUBLIC COMMENTS / OPEN FORUM

No public comment was given

V. UNFINISHED BUSINESS

A) Review, Discussion, and/or Action and/or Vote:

1.) Review previous discussions on draft of Elections Training and Advisory Ad hoc Committee Problem/ Action plan (the "List")

Mr.Keith Ford, Deputy Town Clerk /Clerk to the Board of Canvassers entered the meeting at 11:34 a.m.

The Committee began reviewing the List, item by item, reading aloud and editing the draft collaboratively for clarity and to correct mistakes and redundancies. The Committee will continue this work in its subsequent meetings and Ms. Goldstein will amend the draft accordingly to reflect the agreed-upon changes.

At 11:58 Mr Newman excused himself

VI. NEW BUSINESS

- A) Review, Discussion, and/or Action and/ or Vote:
 - 1.) Next Meeting Date

Ms Jamison moved to set the next meeting for Tuesday, June 25 at 11:00 a.m..
Ms. Meredith seconded the motion and the vote was as follows: Ms. Goldstein, Aye; Ms. Jamison, Aye;Ms. Meredith Aye;Ms. Murphy, Aye. The vote passed unanimously.

VII. ADJOURNMENT

Ms. Goldstein made a motion to adjourn with a second by Ms. Murphy. Vote: Ms. Goldstein, Aye;Ms. Jamison, Aye; Ms. Meredith Aye; Ms. Murphy, Aye. The vote passed unanimously.
Meeting was adjourned at 12:35 a.m.

Attest:



Daphne Meredith
Secretary

Cc: Town Council Members(5); Roberta Fagan, Town Clerk

JAMESTOWN HOUSING AUTHORITY
Board of Commissioners
Wednesday, February 14, 2024, Meeting Minutes

The Commissioners of the Jamestown Housing Authority met in session at 9:00 a.m. on February 14, 2024. The members were able to declare a quorum.

CALL TO ORDER 9:01 a.m.; ROLL CALL by Executive Director Nikki Vazquez

Chairwoman: Lisa Rafferty – Present

Vice-Chair: Joe Cannon – Absent

Commissioner: Susan Romano - Present

Commissioner: Bob Plain – Present

Commissioner: Gerald Precious- Present

Also in Attendance: Nikki Vazquez- Executive Director, Louise Marcus Esq. and Bethany Hashway

Public Present: Doreen Dell

Approval of Minutes

Motion made by Commissioner Plain to approve the minutes of the meeting held on December 13, 2023. This motion was seconded by Vice Chair Cannon and unanimously passed. Commissioner Plain made a motion to amend the minutes to include reasons why he voted against having the board meetings in the morning. Commissioner Plain thought if Board meetings are held at night, more people would attend.

Friends of Jamestown Housing

A motion was made by Commissioner Romano to approve the Friends of Jamestown Housing report. This motion was seconded by Commissioner Precious and unanimously passed. FOJHA has scheduled a Fundraiser at Beech for April 30, 2024.

Communications

Motion made by Commissioner Precious to approve the communications report. This motion was seconded by Commissioner Romano and unanimously passed.

Executive Director Report

Motion made by Commissioner Precious to approve the Executive Directors Report. This motion was seconded by Vice Chair Cannon and passed 3-1 with Commissioner Plain recusing himself.

Action Item

Motion made by Commissioner Romano to approve the December 2023 and January 2024 bills. This motion was seconded by Commissioner Precious and unanimously passed.

Commissioner Reports and Requests

Commissioner Romano mentioned that she attended the New England Regional Council NAHRO Mid-Winter Conference. Commissioner Romano mentioned the several sessions she attended about NSPIRE, Violence in the workplace and HOTMA which she mentioned is troubling. Commissioner Romano mentioned that she did a CPR Training through COAST and is going through the 988 training.

Public Comment

Doreen Dell- Reported that her banging from the heater pipes is horrible. Ms. Dell mentioned that she would like to be considered first for the heating project to have it installed in her apartment.

A motion to adjourn the meeting was made by Commissioner Romano, this motion was seconded by Commissioner Precious and unanimously carried. The meeting was adjourned at 10:01 a.m.

JAMESTOWN HOUSING AUTHORITY

Board of Commissioners

Wednesday, March 13, 2024, Meeting Minutes

The Commissioners of the Jamestown Housing Authority met in session at 9:00 a.m. on March 13, 2024. The members were able to declare a quorum.

CALL TO ORDER 9:05 a.m.; ROLL CALL by Executive Director Nikki Vazquez

Chairwoman Lisa Rafferty, Present. Vice-Chair Joe Cannon, Present. Commissioner Susan Romano, Present. Commissioner Bob Plain, Present. Commissioner Gerald Precious, Present.

Also in Attendance: Nikki Vazquez, Executive Director; Louise Marcus Esq.; Program Manager, Bethany Hashway and Intern Bridget Vanderveer.

Public Present: Ken Nelson

Approval of Minutes: Motion made by Vice Chair Cannon to approve the minutes of the meeting held on February 14, 2024. Motion seconded by Commissioner Plain and unanimously passed.

Friends of Jamestown Housing: A motion was made by Commissioner Romano to approve the Friends of Jamestown Housing report. This motion was seconded by Commissioner Precious and unanimously passed. FOJHA has scheduled a Fundraiser at Beech for April 30, 2024.

Communications: Motion made by Commissioner Romano to approve the communications report. This motion was seconded by Commissioner Precious and unanimously passed.

Executive Director Report: Motion made by Commissioner Precious to approve the Executive Directors Report. This motion was seconded by Commissioner Romano and unanimously passed.

Action Item: Motion made by Vice Chair Cannon to approve the February 2024 bills. This motion was seconded by Commissioner Precious and unanimously passed.

Commissioner Reports and Requests: Vice Chair Cannon reported that the Town passed a resolution to renovate the Senior Center. Commissioner Romano mentioned that the school budget is going to be released and she is going to challenge the school committee about the amount budgeted.

Executive Director Vazquez mentioned to the Board that they should think about going to the Town Council for housing bonds.

Commissioner Plain agrees but was remiss in bringing it to the Board, Commissioner Plain mentioned possibly approaching Town Council regarding more housing opportunities and funds.

Public Comment: Ken Nelson mentioned that RIPTA Flex is a good program and that he has used the Flex bus to pick him up and drop him off at JHA. Mr. Nelson suggested that JHA should look into getting a van so residents can go to events and then they will have more community participation.

A motion to adjourn the meeting was made by Vice Chair Cannon, this motion was seconded by Commissioner Precious and unanimously carried. The meeting was adjourned at 9:39 a.m.

JAMESTOWN HOUSING AUTHORITY
Board of Commissioners
Wednesday, April 17, 2024 Meeting Minutes

The Commissioners of the Jamestown Housing Authority met in session at 9:00 a.m. on April 17, 2024. The members were able to declare a quorum.

CALL TO ORDER 9:02 a.m.; ROLL CALL by Executive Director Nikki Vazquez

Chairwoman: Lisa Rafferty – Present

Vice-Chair: Joe Cannon – Present

Commissioner: Susan Romano - Present

Commissioner: Bob Plain -- Present

Commissioner: Gerald Precious- Present

Also in Attendance: Nikki Vazquez- Executive Director, Louise Marcus Esq., and Bethany Hashway.

Public Present: Sam Baugh III,

Approval of Minutes

Motion made by Commissioner Precious to approve the minutes of the meeting held on March 13, 2024. This motion was seconded by Commissioner Romano and unanimously passed.

Friends of Jamestown Housing

A motion was made by Commissioner Romano to approve the Friends of Jamestown Housing report. This motion was seconded by Commissioner Plain and unanimously passed. FOJHA has scheduled a Fundraiser at Beech for April 30, 2024.

Communications

Motion made by Commissioner Romano to approve the Communications. Motion seconded by Commissioner Precious and unanimously passed.

Resolution 4172024

A motion was made by Commissioner Romano to approve the HUD 2024 Income Limits. This motion was seconded by Commissioner Plain and unanimously passed.

Executive Director Report

Motion made by Commissioner Romano to approve the Executive Directors Report. This motion was seconded by Commissioner Precious and unanimously passed.

Action Item

Motion made by Vice Chair Cannon to approve the March 2024 bills. This motion was seconded by Commissioner Precious and unanimously passed.

Commissioner Reports and Requests

Commissioner Plain spoke about the NAIIRO Conference in Washington and how it was a blast and a great educational experience. Commissioner Plain spoke about meeting with the RI delegation and mentioned how Senator Sheldon Whitehouse is working for more funding.

Commissioner Romano mentioned the COAST is getting involved more and might be offering rides to appointments for the people they serve.

Chairwoman Rafferty- Thanked the board members for going to meet with the HUD rep, while she was out of town.

Public Comment

Sam Baugh III- Mentioned that everyone is doing a great job cleaning up this place. Mentioned that the surrounds where residents hang their clothes up is getting used for storage and that the space should be cleaned up so residents can use it for hanging clothes.

A motion to adjourn the meeting was made by Commissioner Romano, this motion was seconded by Commissioner Precious and unanimously carried. The meeting was adjourned at 10:14 a.m.

JAMESTOWN HOUSING AUTHORITY
Board of Commissioners
Wednesday, May 8, 2024, Meeting Minutes

The Commissioners of the Jamestown Housing Authority met in session at 9:00 a.m. on May 8, 2024. The members were able to declare a quorum.

CALL TO ORDER 9:01 a.m. ROLL CALL by Executive Director Nikki Vazquez

Chairwoman: Lisa Rafferty – Present

Vice-Chair: Joe Cannon – Present

Commissioner: Susan Romano - Present

Commissioner: Bob Plain – Present

Commissioner: Gerald Precious - Present

Also in Attendance: Nikki Vazquez- Executive Director, Louise Marcus Esq., and Bethany Hashway.

Public Present: Jo-Ann Koehler, Doreen Dell

Approval of Minutes

Motion made by Commissioner Precious to approve the minutes of the meeting held on April 17, 2024. This motion was seconded by Commissioner Romano and unanimously passed.

Friends of Jamestown Housing

A motion was made by Vice Chair Cannon to approve the Friends of Jamestown Housing report. This motion was seconded by Commissioner Romano and unanimously passed.

Communications

Motion made by Commissioner Precious to approve the Communications. The motion seconded by Commissioner Romano and unanimously passed.

Certification of Records Destruction

In accordance with the Authority granted by Title 28 of the RI General Laws these records have met the legal retention requirements and mandated conditions and are eligible for destruction:

- a. LG 18.3.3 Rate Setting Records 1990-2020
- b. LG 18.3.2 Reporting Records 1990-2020
- c. LG 18.3.11 Daily/Weekly/Monthly/Quarterly Reports 2020-2022
- d. LG 18.2.3 Activity & Events Records 1990 – 2016
- e. LG 18.1.4 Waiting Lists 2014-4/2021
- f. LG 18.2.3 Activity & Event Records Vendor Contracts 1990-2013

Motion made by Commissioner Romano to approve the Certification of Records Destruction. This motion was seconded by Vice Chair Cannon and unanimously passed.

HUD Letter to JHA

Motion made by Vice Chair Cannon to approve HUD letter, Board Chair and JHA response. This motion was seconded by Commissioner Precious and unanimously passed.

Executive Director Report

Motion made by Commissioner Romano to approve the Executive Directors Report. This motion was seconded by Vice Chair Cannon and unanimously passed.

Action Item

Motion made by Vice Chair Cannon to approve the April 2024 bills. This motion was seconded by Commissioner Plain and unanimously passed.

Commissioner Reports and Requests

Commissioner Plain spoke about his role with the Affordable Housing Committee and mentioned a previous AHC meeting where he brought up the FOJH fundraiser. Commissioner Plain stated that there would be an opportunity for JHA to speak at an Affordable Housing Commission meeting and would let ED know of an appropriate date.

Commissioner Romano mentioned COAST activities in the community. Commissioner Romano stated that COAST is working on procuring their own vehicle and insurance to able to drive COAST clients to appointments.

Public Comment

Jo-Ann Koehler stated that she has an issue with HUD sending letters to the Board that are not indicating the positive changes happening at JHA. Ms. Koehler believed from the community meeting with the HUD representative that the representative was leaving impressed with the improved situation at JHA.

Doreen Dell stated that she has lived in Jamestown her whole life and watched JHA get built. Ms. Dell mentioned that she is happy to see a change and more people from the community getting involved with Jamestown Housing.

A motion to adjourn the meeting was made by Commissioner Romano, this motion was seconded by Commissioner Precious and unanimously carried. The meeting was adjourned at 10:19 a.m.

JAMESTOWN HOUSING AUTHORITY
Board of Commissioners
Wednesday, December 13, 2023, Meeting Minutes

The Commissioners of the Jamestown Housing Authority met in session at 9:00a.m. on December 13, 2023. The members were able to declare a quorum.

CALL TO ORDER 9:00 a.m.; ROLL CALL by Executive Director Nikki Vazquez

Chairwoman: Lisa Rafferty – Present

Vice-Chair: Joe Cannon – Present

Commissioner: Susan Romano - Present

Commissioner: Bob Plain – Present

Commissioner: Gerald Precious- Present

Also in Attendance: Nikki Vazquez- Executive Director, Louise Marcus Esq. and Bethany Hashway

Public Present: Doreen Dell, Sam Baugh III, Kenneth Nelson and Bernie Courtney

Approval of Minutes

Motion made by Commissioner Plain to approve the minutes of the meeting held on November 9, 2023. This motion was seconded by Vice Chair Cannon and unanimously passed.

Friends of Jamestown Housing

A motion was made by Commissioner Romano to approve the Friends of Jamestown Housing report. This motion was seconded by Commissioner Plain and unanimously passed. FOJHA has scheduled a Fundraiser at Beech for April 10, 2024.

Resolution 12/13/2023 Employee Spotlight

Motion made by Commissioner Romano to approve the Resolution 12/13/2023 Employee Spotlight commemorating Richard Williams' 10 years of service to JHA. This motion seconded by Commissioner Precious and unanimously passed.

Executive Director Report

Motion made by Commissioner Romano to approve the Executive Directors Report. This motion was seconded by Vice Chair Cannon and passed 4-1 with Commissioner Plain recusing himself.

Action Item

Motion made by Commissioner Romano to approve the November 2023 bills. This motion was seconded by Commissioner Precious and unanimously passed.

2024 Board Meeting Schedule

Motion made by Commissioner Precious to approve the 2024 Board Meeting schedule. This motion was seconded by Vice Chair Cannon and passed 4-1 with one nay.

Commissioner Reports and Requests

Commissioner Romano mentioned that COAST came to Jamestown Housing Authority and that a flu and vaccine clinic was held on the same day.

Chairwoman Rafferty spoke about the requested petition regarding the town's posted no parking on Watson Avenue. Chairwoman Rafferty stated that this is currently not a board issue and that the board will be taking no further action at this time. Chairwoman Rafferty suggested that Ms. Courtney organize a local petition that would have more pull at Town Hall.

Commissioner Plain stated that after the last meeting he spoke with Ms. Courtney regarding the Watson Avenue parking. Commissioner Plain also stated that he agrees with Chairwoman Rafferty and that it is not a board issue at this time.

Public Comment

Bernie Courtney- Ms. Courtney took out a paper and stated that on November 14th, her unit was inspected by staff. Ms. Courtney stated that she signed the form, but that when the ED went back to her office, ED added items to the form that were not there when Ms. Courtney signed the form. Ms. Courtney also commented that the staff did not respond to her apartment appropriately when she had a beeping smoke/carbon detector battery.

Kenneth Nelson –Wanted to know the score between the Eagles and San Francisco game?

Doreen Dell- Reported she had issues with her fire and carbon monoxide detector, and it was fixed immediately.

A motion to adjourn the meeting was made by Commissioner Precious, this motion was seconded by Vice Chair Cannon and unanimously carried. The meeting was adjourned at 9:38 a.m.

Jamestown Philomenian Library
Board of Trustees Meeting Minutes
Thursday, December 12th, 2023

- A. Call to Order:
- a. This meeting of the Jamestown Philomenian Library Trustees was called to order at 4:59 pm by Eugene Mihaly. In attendance were: Chair Eugene Mihaly, Trustees Ted Baldwin, Bob Flath, Devi Ross, Chris Walsh, Mackenzie Richards, Marla Romash, and Library Director Lisa Sheley
- B. Report of the Chair:
- a. Gene Mihaly reported on the progress of the library renovation project.
 - i. Of note was the carpet tile in the Sydney Wright. After review it was determined that the issue was an installation problem rather than a material problem and the installer would return.
 - ii. The Chair discussed the retirement of Deb Homer from the Library at the end of December and some discussion was held on how to honor her service. The Board and the Friends of the Library will contribute to a Kindle Fire as a retirement gift.
 - iii. Through the Chair, Ted Baldwin discussed the dissolution of the JPL Foundation and made a motion to withdraw \$7500.00 from the Capital fund to cover the remaining renovation costs. Devi Ross seconded the motion. Approved Unanimously.
- C. Director's Report:
- a. The Director's Report was reviewed and accepted.
 - i. Of note was the status of Change Orders and the discovery that the data wiring and WIFI had been missed as was a section of Fin Rad cover that would need to be installed before opening at an added expense.
 - ii. Discussions on 'Rebranding' the Library website with a new logo to represent the new library.
 - iii. Marla Romash discussed the communications to the Public regarding the transition and opening volunteering to assist in crafting the message.
- D. Consent Agenda:
- a. Ted Baldwin gave a verbal Treasurers Report.
 - b. Motion to accept the Consent Agenda as noted was made by Marla Romash, Seconded by Devi Ross. Approved Unanimously.
- E. Public Input
No Public Input
- F. Next Scheduled Meeting being January 9th, 2023, at 5:00 PM at the Jamestown Town Hall meeting room unless North Road Library is available for use.
- G. Motion to adjourn by Ted Baldwin, Seconded by Devi Ross. Approved unanimously.
The meeting was adjourned at 6:09 p.m.

Respectfully submitted, Bob Flath

**JAMESTOWN PHILOMENIAN LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
Tuesday, January 9, 2024**

Call to Order:

This meeting of the Jamestown Philomenian Library Trustees was called to order at 6:15p by Chairman Eugene Mihaly. Also in attendance were Ted Baldwin, Marla Romash, Devi Ross, Chris Walsh, Mackenzie Richards, Mary Meagher, and Library Director Lisa Sheley.

Report of the Chair:

Chairman Mihaly reported on the progress of construction and renovation, with praise for Library Director Lisa Sheley and her work helping ensure that progress. The project is nearly complete, he reported.

Director's Report

Director Sheley reported that with construction almost complete, library and town staff have started working to move library books, equipment and other materials from the temporary library at the Jamestown Golf Course Clubhouse back to the library at 26 North Road. The library is closed to the public between January 8th and January 31st to allow for the move. The staff has provided information to the public about the move on the library's social media channels, website, and email blasts on the move and have also worked with OSL to create a plan for library items during the transition (pauses on holds in Jamestown, alternate pickup locations, cessation of delivery service, etc.).

February 1st is the target date for the library's reopening.

Director Sheley reported on staff transitions: Deborah Homer retired December 29, 2023 after more than 30 years of library service. Emma MacIntyre has transitioned into the full-time Librarian Position of Community Services. Rita Scheer began on January 2 as the Youth Services Assistant.

Director Sheley also reported on her work on a collaborative grant of 12 other libraries to install seed libraries within our library, combining access to non-invasive species seeds and related materials, such as books about gardening and seeds. The outcome of this application is expected within the next month.

Also, she noted this year is the 150th Anniversary of the Jamestown Philomenian Library that would be recognized in the official celebration of the library renovation.

Consent Agenda

Chairman Mihaly moves to approve the Consent Agenda. Chris Walsh seconds. Consent Agenda is approved unanimously.

1. Approval of Minutes: 12/12/23
2. Approval of Financial Reports: December 2023
 1. Library Board of Trustees
 2. Jamestown Philomenian Library
 3. Treasurer's report
3. Progress and Service Report of the Director

No public input.

Adjournment & Next Meeting

Chris Walsh moves to adjourn. Mackenzie Richards seconds. Unanimous vote to adjourn and schedule next meeting for Tuesday, February 13, 2024.

##

JAMESTOWN PHILOMENIAN LIBRARY BOARD OF TRUSTEES MEETING MINUTES

DATE: 5:00 pm, Friday, February 16, 2024

LOCATION: 26 North Road, Jamestown, RI 02835

PRESENT: Eugene Mihaly, Ted Baldwin, Chris Walsh, Devi Ross, Jean Burditt, Lisa Sheley

ABSENT: Marla Romash, Mackenzie Richards

CONSENT AGENDA ACCEPTANCE:

Ted Baldwin moved to accept the consent agenda

Chris Walsh seconded the motion.

The motion was unanimously approved

NEW BUSINESS: 1) The soft opening of the library will occur on February 20, 2024. A large Grand Opening to include the library's 150th anniversary celebration will be scheduled later when all aspects of the renovation are completed.

2) Jamestown, RI will be the next town highlighted on the RI PBS documenting series, Our Town. Director Lisa Sheley confirmed that the library will be a participant in the filming. The show has agreed to extend their filming date in order to include highlights of the Library's Grand Opening.

3) Completion of the donor recognition board was discussed.

4) The need for a permanent logo design to further our brand and marketing strategy was emphasized. Two suppliers will be asked to make a proposal for a logo.

5) The Director confirmed that our new library domain will be jplri.org. All of our other domains will link to this. Emails will also be linked to the domain (ex. lisa@jplri.org)

The meeting was adjourned at 6:05 pm.

The next meeting will be held on Tuesday, March 12, 2024.

Minutes submitted by Jean Burditt, Board Secretary

JAMESTOWN PHILOMENIAN LIBRARY BOARD OF TRUSTEES MEETING MINUTES

DATE: 5:00 pm, Wednesday, March 20, 2024

LOCATION: 26 North Road, Jamestown, RI 02835

PRESENT: Eugene Mihaly, Ted Baldwin, Chris Walsh, Devi Ross, Marla Romash Jean Burditt, Mackenzie Richards, Lisa Sheley

CONSENT AGENDA ACCEPTANCE:

Marla Romash moved to accept the consent agenda

Devi Ross seconded the motion.

The motion was unanimously approved

REPORT OF THE CHAIR:

1. A new logo design was discussed. Lisa shared some examples of inhouse prototypes and Marla contacted artist Mary Jo Roberts-Braisted who agreed to help with the new logo creation.
2. Gifts to the Library Board of Trustees were reviewed. It was confirmed that all gifts to the library are tax deductible and the treasurer decided that the two unrestricted accounts would remain separate. The possibility of using these funds to replace the front door was considered.

DIRECTOR'S REPORT

1. February 20th, opening day for the renovated library, was a great success. Due to a continued increase of patrons a part-time staff member was added to Saturdays.
2. The possibility of using the library as a polling station will move forward.
3. Programming at the library has returned. Book groups are active and the Friends have had a successful round of programs. The upcoming solar eclipse will be the topic for many events in the week leading up to the April 8th event.
4. The donor plaque is in the works. The final list is complete and Devi has reached out to Jeff Foye.
- 5.

NEXT MEETING AND ADJOURNMENT;

The next meeting will be held on Tuesday, April 9, 2024 at 5:00 pm.

The meeting adjourned at 5:45 pm.

Minutes submitted by
Jean Burditt
Board Secretary

JAMESTOWN PHILOMENIAN LIBRARY BOARD OF TRUSTEES MEETING MINUTES

DATE: 5:00 pm, Tuesday April 9, 2024

LOCATION: 26 North Road, Jamestown, RI 02835

PRESENT: Eugene Mihaly, Ted Baldwin, Chris Walsh, Devi Ross, Marla Romash, Mackenzie Richards, Lisa Sheley

CONSENT AGENDA ACCEPTANCE:

Marla Romash moved to accept the consent agenda

Devi Ross seconded the motion.

The motion was unanimously approved

REPORT OF THE CHAIR:

1. Motion to support submitting for 25% match of library budget from the state. Marla motioned to accept, Ted 2nd. Unanimously approved.
2. A new logo design was discussed. Lisa shared some examples of prototypes. Decided to create a logo subcommittee with Marla, Devi and Lisa.

DIRECTOR'S REPORT

1. Discussion on the new strategic plan for the library The trustees agreed to draft a one year plan for 2025 this calendar year and then to draft a three year plan next year.

NEXT MEETING AND ADJOURNMENT;

The next meeting will be held on Tuesday, May 14, 2024.

The meeting adjourned at 6:25 pm.

Minutes submitted by

Devi Ross

JAMESTOWN PHILOMENIAN LIBRARY BOARD OF TRUSTEES MEETING MINUTES

DATE: 5:00 pm, Tuesday, May 14, 2024

LOCATION: 26 North Road, Jamestown, RI 02835

PRESENT: Eugene Mihaly, Chris Walsh, Devi Ross, Marla Romash Jean Burditt,
Mackenzie Richards, Lisa Sheley

ABSENT: Ted Baldwin

CONSENT AGENDA ACCEPTANCE:

Eugene Mihaly moved to accept the consent agenda

Marla Romash seconded the motion.

The motion was unanimously approved

REPORT OF THE CHAIR:

1. The grand opening of the library will be Friday, June 21. Major donors will be invited at 3:00 pm and the public will be welcomed at 4:00 pm. The menu was discussed. A press release about the event will be released the week before.
2. Two potential designs for the donor plaque were presented. Other companies will be researched for design and schedule feasibility before a decision is made.

DIRECTOR'S REPORT

1. Erin Doyle was offered the Youth Services Assistant job. Candidates have been interviewed for the part-time library assistant opening. The decision is pending.
2. The Library Board supported Lisa's choice for the new library logo designed by Mary Jo Roberts.
3. The PBS library interview for the Our Town documentary was comprehensive and went well thanks to Emma's efforts.
4. Gene Mihaly will be accepting the RILA Trustee of the Year award on May 22nd.
- 5.

NEXT MEETING AND ADJOURNMENT;

Marla Romash moved to adjourn the meeting and Chris Walsh seconded it.

The meeting was adjourned at 6:20 pm.

The next meeting will be held on Tuesday, June 11th at 5:00 pm.

Minutes submitted by
Jean Burditt
Board Secretary

Approved as written
PLANNING COMMISSION MINUTES
April 17, 2024
6:30 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 6:38pm and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Mick Cochran	Rosemary Enright - Secretary
Diane Harrison	Bernie Pfeiffer
Dana Prestigiacomio	

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. No items at this time.

IV. New Business

1. Development Plan Review for Conanicut Island Sailing Foundation (CISF) Sailing Center and Campus Plan at Fort Getty Town Park, Plat 11 Lot 8, 1050 Ft. Getty Road - review, discussion, and/or action, and/or vote.

The applicant asked for this item to be continued to a future date. Date not determined yet.

2. William McCaffrey, 232 Beacon Street, AP 16 Lot 67 & 70, High Groundwater Table and Impervious Overlay District – Zoning Ordinance Section 82-314 - Sub-district A, review and recommendation to the Jamestown Zoning Board: review, discussion, and/or action, and/or vote.

William McCaffrey, applicant, described the project. He explained that he lives at 982 East Shore Road and his son Neil, rents the property at 232 Beacon Street and will be the contractor. The proposed project will remove the deck, build a 20' x 17' addition and build a new deck. McCaffrey explained that he went through the High Groundwater process when the house was built in 2019. He had to go to Zoning for a side lot setback because the original foundation was used, which was 17 feet off the property line and 20 feet was needed. McCaffrey explained that the engineering was done by Commonwealth Engineering for the storm water plan. McCaffrey

Planning Commission Meeting
 April 17, 2024
 Page 2 of 4

said that they purchased the adjacent lot, which added 7,200 sq ft, and they will be combining the lots 67 & 70. McCaffrey said that some of the materials from the removed deck will be re-used. Commissioner Swistak asked if the lots were already combined? McCaffrey said that he thought they were.

Commissioner Enright asked what percentage of the property was wetlands? McCaffrey said that he wasn't sure off the top of his head, but it was in the application. Commissioner Pfeiffer said that the whole plan looked like wetlands. Kolb said that Lambert's memo states, "All proposed work is outside of the wetland and perimeter wetland."

Commissioner Harrison asked if the addition was on the north side? McCaffrey said it was on the east side. Commissioner Harrison asked about the number of bedrooms and bathrooms. McCaffrey said 2 bedrooms and 3 full bathrooms. Commissioner Enright asked if they will increase the septic? McCaffrey said that they cannot do that because the OWTS permit is only for a 2 bedroom septic and the geology of the area will not allow for more.

Discussion ensued regarding the merging of lots 67 & 70. The application is based on the overall square footage of both lots. Bryer said that they will need to complete an administrative subdivision. Commissioner Swistak said they may want to record a new deed. Brochu said a new deed would be a legal description of all the lots on one deed.

A motion was moved by Commissioner Swistak and seconded by Commissioner Cochran as follows:

At the April 17, 2024 Planning Commission meeting, the Planning Commission voted unanimously to recommend to the Jamestown Zoning Board, approval of the application of William McCaffrey, applicant: AP 16, Lots 67 and 70, 232 Beacon Street, Jamestown, RI; being reviewed under Zoning Ordinance Section 314 - High Groundwater Table and Impervious Overlay District Sub-District A review in accordance with the plans entitled "Stormwater Plan for AP 16 Lot 67 & 70, 232 Beacon Avenue" dated 2/12/2024 prepared by Commonwealth Engineering.

The recommendation for approval is based on the applicant's proposal to merge lots 67 and 70 and on the following findings of facts and recommended conditions of approval as noted in the Memo from Jean Lambert, PE dated April 4, 2024 and amended at the Planning Commission meeting:

Findings of Fact Section 314

Existing Site

1. The property, based on lots 67 & 70 being merged, is 28,800 square feet (sf) in area with a total buildable area of 23,640 sf (minus the existing freshwater wetlands on the property);
2. The existing site, based on AP 16 Lot 70, is developed with a house, garage, pervious driveway, and a well (total existing impervious area is **1,538 sf or 6.5%**) based on the house being located on Lot 70 currently;
3. Topography on the lot slopes from east to west on the site;

Planning Commission Meeting
 April 17, 2024
 Page 3 of 4

4. There are freshwater wetlands on the property and all proposed work is outside of the wetland and perimeter wetland;
5. Soil evaluation results show that the site falls under **Sub-district "A"** requirements of the High Groundwater Table and Impervious Overlay District with 12" to the seasonal highwater table and 25" to category 9 soils;
6. The maximum impervious cover allowed is **9% or 2,127 sf**;

Proposed Site

7. The applicant is proposing to construct a 17 x 20' addition on the east side of the existing dwelling;
8. The existing OWTS (RIDEM #1515-0479; 2-bedroom advanced treatment) is current for maintenance;
9. The total proposed new impervious cover will be **340 sf** with a total of **7.9%** impervious cover;
10. One new rain garden is proposed to mitigate the increase stormwater runoff associated with the site improvements. A 143 sf rain garden with a total treatment volume of 95 cf will be installed;
11. The proposed project complies with the requirements of the HGWT Ordinance;
12. Jamestown Engineer Jean Lambert provided correspondence to Peter Medeiros, Building Official and Lisa Bryer, Town Planner dated April 4, 2024 regarding the application (attached);
13. The Zoning Board of Review granted a previous variance/special use permit for the property dated September 25, 2019.

Recommended Conditions of Approval

1. Lots 67 and 70 shall be merged by Administrative Subdivision;
2. No additional bedrooms allowed – existing OWTS permit allows 2 bedrooms only;
3. Erosion and sediment controls must be installed at the down gradient limits of site disturbance and maintained until stabilization of the site is attained;
4. Maintenance and inspection of the existing OWTS shall continue as required by the Town Onsite Wastewater Management Ordinance;
5. The rain gardens shown on the approved site plans must be installed and maintained as outlined on the notes on the approved site plan and the operation and maintenance plan. The Operation and Maintenance (O & M) Plan (reproduced in 8.5" x 11" for the stormwater mitigation (rain garden) shall be recorded in the Office of the Town Clerk with the Zoning Approval and evidence of such shall be provided to the Zoning Enforcement Officer as well as the Planning Department;
6. Any future site work that increases the area of impervious coverage will require a review following the requirements of the High Groundwater Ordinance.

Planning Commission Meeting
April 17, 2024
Page 4 of 4

So voted:

Commissioner Pendlebury – aye	Commissioner Cochran – aye
Commissioner Enright – aye	Commissioner Harrison – aye
Commissioner Pfeiffer – aye	Commissioner Prestigiacomo – aye
Commissioner Swistak – aye	

Motion carries 7-0

V. Old Business

1. No items at this time

VI. Reports

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

Bryer reported that the next meeting on May 1, 2024 would hear the following applications: 27 Luther Street and the Golf Course and maybe CISF.

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

1. March 20, 2024

A motion was moved by Commissioner Enright and seconded by Commissioner Cochran to approve the minutes of the March 20, 2024, meeting as written. All in favor.

VIII. Adjournment

A motion to adjourn was moved by Commissioner Pendlebury and seconded by Commissioner Cochran. All in favor.

Attest

Carrie Kolb

Approved as amended
PLANNING COMMISSION MINUTES
May 15, 2024
6:30 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 6:33 p.m. The following members were present:

Duncan Pendlebury – Vice Chair	Mick Cochran
Rosemary Enright – Secretary	Diane Harrison
Bernie Pfeiffer	Dana Prestigiacomio

Not present: Michael Swistak – Chair

Also present:

Lisa Bryer, AICP - Town Planner
Carrie Kolb – Planning Assistant
Wyatt Brochu, Esq. – Ruggiero, Brochu & Petrarca
Ed Mello – Town Administrator
Ray DeFalco – Director of Parks and Recreation
Mike Gray – Director of Public Works
Hali Beckman, Landscape Architect owner of Hali Beckman Ltd.
Brenda Hanna – Stenographer
Jeremiah Lynch, Esq. - Moore, Virgadamo & Lynch, Ltd.
Theodore Mundy, applicant 27 Luther Street
Kelly Gershkoff - architect in training with Keene Architecture
Scott Kirmil, applicant 213 Seaside Drive
Adrienne Kirmil, applicant 213 Seaside Drive
Spencer Macomb, Landscape Architect with Cordtsen Design
Jed Sopchak, Architectural Designer with Cordtsen Design,
Chrisitan Infantolino, Esq - Murphy Prior and Infantolino

II. Public Hearing: review, discussion and/or action and/or vote

Town of Jamestown

Jamestown Planning Commission

Under Unified Development Review per RIGL§ 45-23-50.1.

1. Review, discussion, and/or action, and/or vote: Application of Theodore Mundy, whose property is located at 27 Luther Street, and further identified as Tax Assessor's Plat 8, Lot 322, for Development Plan Review under Zoning Ordinance Section 1102.1 A & C and a variance from Zoning Ordinance Article 3, Sections 82-602 & 82-905, District Dimensional Regulations and Alteration of Nonconforming Structure to permit the

Planning Commission Meeting
May 15, 2024
Page 2 of 11

relocation of a front entry, located 18.5" from the front lot line (12' feet required) and add a second story addition onto the existing nonconforming structure 6' from the front lot line (12' required). Said property is located in a CL zone and contains 11,280 square feet.

Jeremiah Lynch, Esq. of Moore, Virgadamo & Lynch, Ltd. represented the applicant, Thodore Mundy. Lynch explained that the project is to enlarge the dwelling unit at 27 Luther Street from one floor by adding a second floor and moving the front door away from the intersection to the middle of the house. There is also a workshop being added behind the house, but it does not require zoning relief.

Kelly Gershkoff was sworn in by stenographer Brenda Hanna and presented her credentials as an architect in training working at Keene Architecture in Wakefield, RI. Gershkoff described the plans. The existing floorplan has a bedroom and a bathroom in the center of the main floor. The existing second floor is a bonus area. A new dormer and gable on the front will be added. The existing rooflines are funky and the plans will make the new roof more cohesive. Windows with more character will be added, which will improve the exterior appearance.

Lynch asked Gershkoff to explain why a dormer wasn't added to the front of the house, which was discussed during the TRC meeting. Gershkoff explained that adding a dormer would not work due to inside on the second floor. The dormer would be partially between two rooms and it would disrupt the rooms. Discussion of adding a window instead ensued. Gershkoff said that a bedroom and closet prevent a window being installed.

Commissioner Pendlebury talked about compliance with the Village design guidelines and the use of double hung windows. He said that small dormers would be a big improvement to break up the roof line and that landscaping is crucial. Commissioner Harrison asked if there will be landscaping. The applicant, Theodore Mundy said yes.

Theodore Mundy was sworn in by stenographer Brenda Hanna. Mundy addressed the landscaping, saying he will plant trees that grow to certain height to not disturb the telephone lines and serve as a visual break. The existing landscaping will remain and new landscaping will fill in at the old door location. Commissioner Pendlebury asked if there was a landscaping plan yet? Mundy said that he does not have plan yet for the Luther Street side. Mundy said that he is happy to install windows to keep with the character of the neighborhood.

Discussion ensued regarding dormers. Mundy explained that the bonus room is a gabled room and adding a dormer would break up the room, giving less wall space, specifically for the TV. Bryer asked if the floor plan of the bonus room could be flipped so the dormer is on the front? It is his preference not to put a dormer on the front due to added cost and intended use of the room as north facing.

Discussion of the front entry way ensued. Mundy said that he will be doing something nice at the front entry way. He built custom door at his house in Virginia. He will come up with an elaborate design for railings and front door, that will break up the mass.

Planning Commission Meeting
 May 15, 2024
 Page 3 of 11

Pendlebury opened the public hearing for public comment.

Wendy Cressotti-Knox, 32 Douglas Street, was sworn in by stenographer Brenda Hanna. Cressotti-Knox said that project will create a canyon-effect because the taller home will block out the light and bounce noise down the neighborhood. Across street is the school bus stop. There is icing on the street by the bus stop and there will be more. There are tangible things that will happen that cannot be seen on an architectural drawing. She appreciates that the applicant is staying within the height limitations.

Karl Cressotti, 32 Douglas Street, was sworn in by stenographer Brenda Hanna. Offered a suggestion to break up the roof to do a jerk and hip at the east gable. It doesn't change the interior of the space but gives more character. A dormer doesn't have to be functional, it can just be a façade.

Commissioner Enright asked Mundy if he experienced the ice problems on the street? Mundy said that he moved here on March 1 and has not experienced it.

A motion to accept the modified letter was moved by Commissioner Pendlebury and seconded by Commissioner Cochran as follows:

The following is the decision on your Petition heard by the Town of Jamestown Planning Commission under Unified Development Review per RIGL § 45-23-50.1, whose property located at 27 Luther Street, and further identified as Tax Assessor's Plat 8, Lot 322.

This motion is based on the following findings of fact:

1. Said property is located in a CL zone and contains 11,280 square feet.
2. This Commission has determined that this application does satisfy the requirements of Development Plan Review under Zoning Ordinance Section 1102.1 A & C and a variance from Zoning Ordinance Article 3, Sections 82-602 & 82-905, District Dimensional Regulations and Alteration of Nonconforming Structure to permit the relocation of a front entry, located 6 feet from the front lot line (12' feet required) and add a second story addition onto the existing nonconforming structure 6' from the front lot line (12' required).
3. The review included insuring consistency with Jamestown Village Design Guidelines with particular attention to double hung windows and roofline;
4. Jeremiah Lynch, Esq. of Moore, Virgadamo & Lynch, Ltd., Kelly Gershkoff, architect in training with Keene Architecture, and applicant Theodore Mundy gave testimony. Residents Wendy Cressotti-Knox and Karl Cressotti gave testimony during the public comments;
5. After testimony was completed at the public hearing for which due notice was given and a record kept, the Town of Jamestown Planning Commission, after taking into consideration all of the testimony and exhibits at the public hearing, makes the following determination:

Planning Commission Meeting
 May 15, 2024
 Page 4 of 11

A motion was made by Commissioner Pendlebury and seconded by Commissioner Cochran to grant the request of Theodore Mundy, of 27 Luther Street for a dimensional variance and development plan approval based on the finding of facts as noted in this approval with the following conditions to be adhered to.

In granting a variance, the Planning Commission through unified development review pursuant to § 45-24-46.4 has determined that the following standards for granting of such variance have been met by evidence submitted or testified to:

- (1) That the hardship from which the applicant seeks relief is due to the unique characteristics of the subject land or structure and not to the general characteristics of the surrounding area;
- (2) That the hardship is not the result of any prior action of the applicant; and
- (3) That the granting of the requested variance will not alter the general character of the surrounding area or impair the intent or purpose of the zoning ordinance or the comprehensive plan 30 upon which the ordinance is based; and

The Planning Commission also finds that:

In granting a dimensional variance, that the hardship suffered by the owner of the subject property if the dimensional variance is not granted amounts to more than a mere inconvenience, meaning that relief sought is minimal to a reasonable enjoyment of the permitted use to which the property is proposed to be devoted. The fact that a use may be more profitable or that a structure may be more valuable after the relief is granted is not grounds for relief.

In granting the Variance and Development Plan Approval the Planning Commission imposes the following special conditions as are deemed necessary to maintain harmony with other lots in the same or abutting zoning districts and to promote the objectives of this Ordinance.

1. This project must be constructed in strict accordance with the site and building plans duly approved by the Planning Commission.
2. The applicant shall add two dormers to the north roof, to be approved administratively prior to building permit approval.
3. The existing landscaping in front of the house will be retained and increased, paying attention to entrance and left side of front of house, in coordination with the Planning Department to be approved administratively
4. Casement windows shall be changed to double hung windows with mullions, muntins and clear sash on bottom, to be to be approved administratively;
5. This Variance shall expire one year from the date of granting unless the applicant exercises the permission granted.

The motion carried by a vote of 6-0.

Commissioner Cochran, Commissioner Enright, Commissioner Harrison, Commissioner Pfeiffer, Commissioner Prestigiaco and Commissioner Pendlebury voted in favor of the motion, and Commissioner Swistak was absent.

Planning Commission Meeting
 May 15, 2024
 Page 5 of 11

2. Review, discussion, and/or action, and/or vote: Application of The Town of Jamestown, whose property located at 245 Conanicus Avenue (Jamestown Golf Course), and further identified as Tax Assessor's Plat 8, Lot 283, for a Development Plan Review under Zoning Ordinance Section 82-1004.1 A and a Special Use Permit from Zoning Ordinance Section 82-300 B for Off-street parking and loading areas where required. The proposed plan would include allowing 17 vehicles to park diagonally on the south side of the lot, in a defined grass area contained by a split rail fence. The area would not be asphalt and would only be used when the Town rents out the second floor during times when it is expected that the parking lot would be in use by the golfers. The Town will staff the parking lot in order to manage the use of this area during these times. Parking in this area would otherwise be prohibited by signage. Said property is located in an OS-II zone and contains 74.36 acres.

a. Communication received

- 1) Copy of letter to: Planning Commission

From: Christian Infantolino, Esq. on behalf of Steven and Jamie Munger
 Dated: May 1, 2024
 Re: Application to increase parking for the Town Recreation Hall at Golf Course

Michael Gray, Director of Public Works, was sworn in by stenographer Brenda Hanna. Gray explains that this application is seeking approval for a modification to the site plan to add parking and approval of the landscape plan. The Town went to both Planning Commission and Zoning Board of Review to build a new club house at the golf course. Gray explained that application will not modify any of the paved areas. The increased parking will be off the pavement in the grass. The increased parking will only be utilized in peak season when there are specific events held on the second floor of the club house. The increased parking area will be managed by the recreation department.

The landscaping was designed by Hali Beckman. Trees will be planted along the split rail fence to keep golf carts from going into parking lot and to manage flow of carts along the path. Trees proposed along the frontage. Within the Land development regulations there are notes for trees along frontages and parking lots. The layout is for 17 parking spaces on an angle. The parking will be managed by staff for the events.

Commissioner Pendlebury asked if there will be permanent signage? Gray said the intent is to have permanent signage which states the grass areas is for event parking only. Commissioner Pendlebury asked how many parking spaces are there now? Gray said that there are 105 spaces. The lease agreement states that the golf is the primary use. If there is inclement weather in the summer, event parking will not be an issue. Town will use the second floor as they do the rest of the year and recreation department will manage the second floor, just like they do at the Pavilion. Commissioner Pendlebury asked if there was ever a conflict between golf and when the library used the second floor as temporary space? Gray said that he did not receive any complaints. Staff and patrons used the parking during the week and there was not much demand on the weekends.

Planning Commission Meeting
May 15, 2024
Page 6 of 11

Ray DeFalco, Director of Parks and Recreation, was sworn in by stenographer Brenda Hanna. He talked about the management of the events and parking. There will be a dedicated parking attendant when there is an event on the second floor. The parking attendant will wear bright yellow vest. Sandwich boards will be made up that direct people for special event parking. The rental agreement will state that there is for 17 parking spaces for event attendees. They will manage with signage and staff and communication with the renters. Commissioner Pfeiffer asked if there was anything to prevent other parking spaces on the blacktop from being used? DeFalco said there will be communication from the recreation department to the renters regarding parking and renters letting their attendees know about the limited parking. There will be signage and staff in the parking lot and he doesn't think it will be an issue. Commissioner Pendlebury suggested that there could be something put under the windshield wipers. Commissioner Enright asked what will prevent the golfers from parking there? DeFalco said that the staff member would be onsite for the event to manage. DeFalco said the signage on the fencing that states for event parking only and if there is an issue they have proximity to the police station.

Hali Beckman, Landscape Architect owner of Hali Beckman Ltd., was sworn in by stenographer Brenda Hanna. Commissioner Pendlebury asked how close is new landscaping compared to the original landscaping? Beckman said that they are moving it 15-18 feet back. Commissioner Pendlebury asked if the trees along the street are the same? Beckman said yes. There are some existing evergreen trees and they plan on maintaining them. They meet the code 1 tree per every 35 feet. Commissioner Pendlebury asked if the trees at the edge of the parking and from the original plan had been installed? Beckman said that trees along the front of the street and edge of the parking have not been installed yet. Beckman said that trees along the street are all native. The trees in the parking lot area are crabapples with low profile.

Commissioner Prestigiaco asked if there are any issues with golf balls hitting cars? Beckman said that she asked that question as well and was assured that there was plenty of room.

Commissioner Enright asked what is the timeline to get the trees planted? She does not want to see the same issue happen again. Gray said they have a timeline now. The golf course operator has installed irrigation lines through the frontage and transformer. Gray stated, to be clear, that when Beckman created the original landscape plan, it was made available to the neighbors. A neighbor commented to Gray that they did like the landscape plan but not the trees. Gray understood that comment and did not plant the trees. The town is seeking approval to plant trees at this time and comply with the plan. Gray said that some of complaints that have been received about the parking lot are sun glare on windshields; head lights; glare of lighting on the building. Some these complaints will go away once the trees are planted and established. Gray also addressed the golf ball strikes on cars. He said that is the nature of parking at a golf course, but the trees once planted, and established will stop some of it. Commissioner Pendlebury asked about the irrigation lines at the front entrance? Gray said that now that the golf course operator has installed the lines he hopes to improve the plants along transformer and entrance and get them more established. The plants along the transformer have struggled without irrigation lines.

Planning Commission Meeting
May 15, 2024
Page 7 of 11

Christian Infantolino, Esq. of Murphy Prior & Infantolino represented Steven and Jamie Munger, the owners of the property at 230 Conanicus Avenue directly across the street. Infantolino would like two emails from Chris Powell and Bob Laman sent to Town Administrator to be entered into the record that are in opposition to the application. Infantolino said that his client supports the golf course but completely objects to expansion and this is a non-golf course related use.

Infantolino said that his clients object on 3 grounds:

1. Procedural deficiency
2. Advertisement did not specify the zoning relief needed
3. Application is inconsistent with zoning ordinance

Infantolino submitted the following exhibits:

- Photograph of sign for event parking only
- Private event parking only photograph
- Photograph of 9 cars parked in grassy area
- Photograph of golfers parking on the grass
- Copy of Planning Memorandum
- Copy of Zoning Decision
- Approved plan with parking requirements
- Landscape Plan

Solicitor Brochu raised the role for the board here. The job is to rule on the application. If a use is allowed or not is within the purview of the Zoning Official. Variances is not a decision point for the board, it is the purview of the Zoning Official. These are not for you to decide. The applicant can make a decision to move forward with the application or request a continuance to have the Zoning Official weigh in. Commissioner Pendlebury said that the use of the site had been approved in 2019 and exist as an approved use. Infantolino said that the use was not approved.

Commissioner Pendlebury asked about the development plan for 2019 which is the same, but fences were moved and landscaping was moved. Brochu said that the application did not request variances. Infantolino discussed the relief that was needed for parking due to incorrect measurements, aisle widths, and angles.

Commissioner Pendlebury asked Gray if the applicant would like to continue this matter to a specific date. Gray said that TRC did review the plans with Peter Medeiros, Building Official present. The cleanest thing to do is to ask for a continuance. The applicant will make sure that the advertisement is correct, and make sure that there are no variances being sought. Gray said that the intent was a Development Plan Review with Special Use Permit and approval of landscape plan. The Special Use Permit for the clubhouse construction was presented to the Town Council, voters, and the bond with the second floor going to be used a multi-purpose space to be managed by the recreation department. Gray asked for a continuance. Discussion ensued to find a date and time for a continuance.

Planning Commission Meeting
May 15, 2024
Page 8 of 11

Commissioner Pendlebury moved and Commissioner Enright seconded to continue public hearing for the Jamestown Golf Course located at 245 Conanicus Avenue AP 8 Lot 238, to July 17, 2024 at 6:30pm. All in favor.

The public hearing continued to Planning Commission meeting on July 17, 2024.

III. New Business

1. Scott & Adrienne Kirmil, 213 Seaside Drive, AP 17, Lot 210. High Groundwater Table and Impervious Overlay District – Zoning Ordinance Section 82-800 - Sub-district A, review and recommendation to the Jamestown Zoning Board: review, discussion, and/or action, and/or vote.

Scott Kirmil, 213 Seaside Drive, owner and applicant addressed the Planning Commission. He gave his background of moving to Jamestown 11 years ago. He and his wife rented at first then purchased their home. His mother-in-law lives with them. He and his wife own Diegos in Newport. The purpose of the renovation is to create a home with better usage for their family and better access to the driveway. They are adding another bedroom. The house was built as a beach house, not built to be lived in year-round. They will be doing a full renovation.

Spencer Macomb, landscape architect with Cordtsen Design, presented his education and work experience to the Planning Commission. A motion was moved by Commissioner Pendlebury and seconded by Commission Enright to accept Spencer Macomb as an expert witness. All in favor. Macomb said that the house has been designed over a couple of years. The soil and groundwater were tested. The Kirmil's worked out all the issues. The zoning changes to undersized lots which occurred in January, helped the applicant. The impervious surfaces are now almost half of what was there before. The impervious surface is at 12.3% because the shed exemption was removed from the Jamestown zoning ordinance, and if it were still in place they would be at 12%. They are humbly asking for 0.3% overage to be allowed.

Discussion of setbacks ensued. Commissioner Pendlebury asked if they are in an R-20 or R-40? Macomb said it is an R-40, an undersized lot at 17,000 sq ft. Commissioner Pendlebury asked about the frontage? Macomb said that they are staying within the old setbacks, not the new ones. Commissioner Pendlebury asked if the swimming pool is accessory structure? Macomb said that the pool is above ground within the setbacks.

Commissioner Enright asked about the apartment on the bottom floor and how to access it. Macomb said that the applicants are planning for the future and there is not a ramp in the design now, but one can be added in the future. The entrance is around the pool deck.

Discussion of the water table ensued. Commissioner Pfeiffer asked is the storage area/workshop below the water table? Macomb said yes. Bryer said that all structures need to be 12 inches above the water table. Macomb said that it will be corrected. Bryer said that she will need to see water table cross section with bottom of foundation and town engineer needs to review and it can

Planning Commission Meeting
 May 15, 2024
 Page 9 of 11

be administratively reviewed for approval. Commissioner Pendlebury said that if there is a conflict, then the applicant would need to come back to Planning Commission.

Discussion of storm water management ensued. Commissioner Pendlebury asked about stormwater management? Macomb said that there is a swale created to level off at the far side of the pool. There are not a lot of grade changes proposed.

Discussion of well production ensued. Commissioner Cochran asked about their well production? Kirmil said that they added a second well and haven't run out of water since then.

A motion was moved by Commissioner Pendlebury and seconded by Commissioner Pfeiffer as follows:

At the May 15, 2024 Planning Commission meeting, the Planning Commission voted to recommend to the Jamestown Zoning Board, approval of the application of Kirmil Residence: AP 15, Lot 210; 213 Seaside Drive, Jamestown, RI; being reviewed under Zoning Ordinance Section 82-800 – High Groundwater Table and Impervious Overlay District Sub-District A in accordance with the site plan entitled, "Kirmil Residence, 213 Seaside Drive, in Jamestown RI" dated 4/22/24, prepared by Cordtsen Design Architecture, along with supporting documents for the above referenced property.

The recommendation for approval is based on the following findings of facts (and recommended conditions of approval) as noted in the Memo from Jean Lambert, PE dated April 26, 2024 and amended at the Planning Commission meeting:

Findings of Fact Section 800

Existing Conditions:

1. The property is 17,405 square feet (sf) in area and located in a R-40 zone where 40,000 sf is the minimum lot size. The lot is existing nonconforming by size;
2. The existing site is developed with a house, dock, shed and paved driveway (total existing impervious area is **3,274 sf or 18.8%**);
3. The property has an existing OWTS that will be replaced (see proposed conditions below);
4. Topography on the lot slopes from east to west (towards Narragansett Bay) on the site;
5. There are no freshwater wetlands on the property; the CRMC coastal feature is the top of the bluff and there is a 50' CRMC coastal buffer. The property is within the jurisdiction of CRMC;
6. Soil evaluation results show that the site falls under **Sub-district "A"** requirements of the High Groundwater Table and Impervious Overlay District with 24" to the seasonal highwater table (per RIDEM verification) and 26" to impervious soil;
7. The maximum impervious cover allowed is **12.0% or 2088 sf**.

Planning Commission Meeting
 May 15, 2024
 Page 10 of 11

8. The applicant's representative Spencer Macomb of Cordtsen Design, a Rhode Island registered architect, was accepted as an expert witness, at the Planning Commission meeting and present at the Planning Commission on May 15, 2024;

Proposed Site Conditions:

1. The applicant is proposing to demolish the existing house, impervious driveway and walkway, and shed. A new 1795 sf house, 200 sf pool and pervious paver driveway and patios are proposed. The existing 144 sf dock gazebo will remain;
2. The total proposed area impervious is **2,139 sf (12.3%)**;
3. There is a **1,135-sf reduction** in impervious surfaces on the site;
4. **The project exceeds the 12% allowable impervious cover** but otherwise complies with the requirements of the HGWT;
5. The applicant has proposed stormwater mitigation via infiltration through the pervious paver driveway and patio. A detail for the pervious pavers has been submitted with the site plans. These infiltration systems will provide peak storm runoff and water quality mitigation:
6. A new OWTS (RIDEM #2115- 0306; 4-bedroom Advantex to BSF) will be installed;
7. Jamestown Engineer Jean Lambert provided correspondence to the Building File and Lisa Bryer, Town Planner dated April 26, 2024 regarding the application (attached);
8. The site conditions are improved by a substantial reduction of impervious cover.

Recommended Conditions of Approval:

1. The proposed project complies with the requirements of the HGWT Ordinance. The applicant proposes a substantial reduction in impervious cover, is installing a nitrogen reducing OWTS, and is providing extensive stormwater runoff mitigation and treatment;
2. The site must comply with zoning setbacks;
3. The proposed pool will be constructed above existing grade and is therefore permitted;
4. Erosion and sediment controls must be installed at the down gradient limits of site disturbance and maintained until stabilization of the site is attained;
5. After installation, maintenance and inspection of the OWTS shall continue as required by the Town Onsite Wastewater Management Ordinance;
6. A water table cross section shall be provided and the foundation must be 12 inches above the water table, to be approved administratively with review by Town Engineer, Jean Lambert;
7. Any future site work that increases the area of impervious coverage will require a review following the requirements of the High Groundwater Ordinance.

Planning Commission Meeting
May 15, 2024
Page 11 of 11

So voted:

Commissioner Cochran – aye Commissioner Enright – aye
Commissioner Harrison – aye Commissioner Pfeiffer – aye
Commissioner Prestigiacomio – aye Commissioner Pendlebury – aye
Motion carries 6-0

IV. Old Business

1. No items at this time

V. Reports

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

Bryer said that Statewide Planning will be holding some trainings soon and will keep the Planning Commission apprised of the dates. Our next meeting dates are June 5th and June 26th – due to normal meeting date falling on Juneteenth, and Town Hall will be closed for the Federal Holiday.

Pendlebury asked about “commission” and “board” used interchangeably. Brochu said that is just semantics and the only time it matters is when Planning Commission is sitting as Local Board of Review.

VI. Correspondence

1. William McCaffrey, 232 Beacon Street, AP 16 Lot 67 & 70, High Groundwater Table and Impervious Overlay District – Zoning Ordinance Section 82-314 - Sub-district A, memo to the Jamestown Zoning Board.

Correspondence was acknowledged as received.

VII. Citizen's Non-Agenda Item - none

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

1. April 17, 2024

A motion was moved by Commissioner Pfeiffer and seconded by Commissioner Enright to approve the minutes of the April 17, 2024 meeting as written. All in favor.

IX. Adjournment

A motion to adjourn at 9:03pm was moved by Commissioner Cochran and seconded by Commissioner Enright. All in favor.

Attest

Carrie Kolb

Approved as written
PLANNING COMMISSION MEETING
June 5, 2024
6:30 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 6:30 p.m. and following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Mick Cochran	Rosemary Enright - Secretary
Diane Harrison	Dana Prestigiacomo

Not present: Bernie Pfeiffer

Also present:

Herbert A. Durfee, III, Consulting Planner
Carrie Kolb – Planning Assistant
Wyatt Brochu, Esq. – Ruggiero, Brochu & Petrarca
Meg Myles, CISF
Jim Bryer, CISF
Hannah Swett, CISF
Elliott Richmond, Union Studio
Don Powers, AIA, Union Studio
Patrick Freeman, American Engineering
Alyssa Gomes, BETA Group

II. Citizen’s Non-Agenda Item

III. Correspondence

1. No items at this time

IV. New Business

Town Planner Lisa Bryer recused from this application and Herbert A. Durfee, III, consulting planner sat for this application.

1. Development Plan Review for Conanicut Island Sailing Foundation (CISF) New Building and Campus Plan at Fort Getty - Review, Discussion, and/or Action and/or Vote.

Meg Myles, 7 Felucca Avenue, Executive Director of CISF addressed the Planning Commission. She explained CISF is a 501(c) 3 non-profit charity for people of all ages and abilities. The

Planning Commission Minutes
June 5, 2024
Page 2 of 9

mission is: through boating and education. CISF inspires and engages people of all ages, backgrounds and abilities with the coastal environment. The vision statement is: Connecting the community to the water and our environment. Affordable access to the coastal environment and boating is guiding principal and they provide scholarships and financial aid in all of their programs. The core values are: opportunity, education, stewardship and positive youth development. Myles reviewed all the CISF staff members. A brief synopsis is CISF is about access, education, exploration and affordability. CISF has a strong partnership with the Town. Why create a permanent home? CISF wants to support the community more and deepen the educational impact with microscopes and equipment that can be easily accessed. Basic necessities will become year-round: running water, heat, shelter and permanent bathroom facilities. The CISF campus will create a clean look at Fort Getty and it fits in with the area and landscape.

Don Powers of Union Studio and a Jamestown resident part time since 2000 and full time since 2010 presented the plans to the Planning Commission. Powers explained the CRMC jurisdiction line is not a do not cross line. The proposed building that goes over the CRMC line is for a water dependent use and it will be an unheated, unplumbed storage unit.

Powers said that they used the slope to their advantage when designing the campus. There will be a crushed shell parking area in front of the building and up a few steps to a terrace area. The Main building can be subdivided into smaller classrooms. It will contain a wet lab, Offices and workroom for staff, storage area, bathrooms including an accessible bathroom. The tent will be on the hard surface of the terrace. The workshop will be a storage area that includes the trash pad. Powers explained that the drop off area will be on the right-hand side of the un-named road that runs East-West, which will mean that children do not have the cross Fort Getty Road to enter the building. The Flagpole area at the front, can be utilized as outdoor classroom or an area to create a moment. There will be a small terrace outside staff room at the back of the building, but it will be accessible to everyone from the outside. The overall building design is low and simple mass that tucks into the slope. The materials used will be painted cedar, white cedar, and the trim color has not been decided yet, but probably a blue-green. The storage building will be used for storage or a workshop depending on the season. It will have day lockers for students. The same timber truss from main building will be used. There is an opportunity for solar panels on the workshop.

Patrick Freeman with American Engineering presented the engineering and land surveying plans to the Planning Commission. Freeman explained that the septic system has been created but not submitted to DEM yet. The denitrification system has the tanks and leech field in lease area. The rain garden north of the proposed workshop that is designed to capture for 1 inch water quality volume from the proposed impervious surfaces. The rain garden could get smaller if more pervious area is added at the terrace. The septic system still needs CRMC approval. Freeman said that he believes the system will get approved and preliminary determination letter has been submitted but he has not heard back yet.

Planning Commission Minutes
June 5, 2024
Page 3 of 9

Commissioner Swistak asked if there would be a conflict with the septic system to the west and public bathrooms? Freeman said that there will not be a conflict. The grading doesn't go into existing OWTS in any way.

Commissioner Swistak asked if there would be a cistern to capture water on the terrace? Powers said that it is yet to be determined and that water harvesting will happen if they can make it work. Commissioner Pendlebury asked if the terrace is pervious? Powers said it is not determined yet for pavers. Powers thinks the terrace can be pervious but cost is a factor.

Commissioner Swistak asked about the raingarden in area B of the lease area, per the TRC meeting? Powers recalled that Town Administrator Ed Mello said that some language needed to be added to the lease.

Commissioner Cochran asked about the solar being on the east elevation? Powers said the solar panels now are so efficient. The solar panels on the workshop do not need to be at 100% capacity.

Alyssa Gomes with BETA Group and Jamestown resident presented the planting plan to the Planning Commission. There were three aspects incorporated into the planting plan: flow, education and safety. With regards to flow, there are plantings near the drop off area and parking in the front on the crushed shell area. For education, the plantings will be native plants and provide a teaching moment for the students. For safety, there is lighting along the paths/walk ways for visitors. Gomes pointed out the areas of native plantings on the planting plan labeled L-3.

Powers discussed the accessible ramp, that it goes up behind the planting area in the front and that there is an accessible parking space in the front. Commissioner Harrison asked about having a marked parking area? Powers said the crushed shells area for parking will not be marked. The staff parking is not located onsite. There is a designated area for long term parking across the street on Fort Getty Road.

Commissioner Pendlebury asked about the flex use for parts of lease area, specifically Area B and Area E. Powers said that Area B does not have a formal use and it is a grass area that is used for daily boat trailers during the summer. Powers said that at the request of the Town staff, Union Studio came up with some graphics on how to help solve the boat trailer issues that already exist. The Town Council said that CISF is not responsible for fixing existing issues that are not part of their project but appreciated the ideas.

Commissioner Cochran asked if public safety had weighed in on water supply. Powers said that a new water line will be added in Fort Getty by the town. Powers said that the buildings do not need sprinklers due to being just one level and size. Commissioner Swistak said that the Fire

Planning Commission Minutes
 June 5, 2024
 Page 4 of 9

Department participated in the TRC meeting. Herb Durfee, consulting planner said that plans must meet NFPA standards in order to get a building permit issued.

Discussion ensued regarding consulting planner Herbert A. Durfee's recommendations. Jim Bryer of 55 Clinton Avenue and CISF Board member provided commentary and answered questions.

A motion was moved by Commissioner Swistak and seconded by Commissioner Cochran as follows:

At the June 5, 2024 Planning Commission meeting, the Planning Commission voted to approve the Development Plan Review for Conanicut Island Sailing Foundation (CISF) New Building and Campus Plan for Fort Getty.

The Development Plan approval is based on the following finds of fact and conditions of approval as noted in the consulting planner recommendations from Herbert A. Durfee, III dated June 5, 2024 and amended at the Planning Commission meeting:

Findings of Fact:

1. Jamestown Zoning Ordinance Article 6, Table 6-1, section IV. Government, Education, Institutional, 14. Park and Recreation use, including skateboard or ice rinks and playgrounds together with buildings ancillary to the park use, such as bathrooms, education space and storage, allows the use;
2. The existing use is a temporary/mobile structures under a lease agreement for use by the CISF. The overall site includes seasonal camping, parking, boat launch and storage, fishing access, waterfront/beach access, trails, and Town parks & recreational activities;
3. Meg Myles, Executive Director CISF; Jim Bryer, Board Member CISF; Don Powers, AIA, Union Studio; Patrick Freeman, PE, American Engineering; and Alyssa Gomes, Landscape Designer, BETA Group, were the applicant's representatives and gave testimony to the Planning Commission on June 5, 2024;
4. CISF has an approved Lease Agreement with the Town of Jamestown, dated September 2, 2022;
5. The Jamestown Town Council heard a presentation from the applicant, reviewed and discussed the proposal, and approved a motion, "...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";
6. The application and its various iterations of updated/amended plans was reviewed by the Town Council, Technical Review Committee, and the Planning Commission Said iterations of updated/amended plans were prepared by the applicant in response to recommendations during the review stages of the Town Council and the Technical Review Committee. By action of the Planning Commission, changes required by the

Planning Commission Minutes
 June 5, 2024
 Page 5 of 9

Commission shall be considered conditions of approval and shall be adhered to by the applicant accordingly;

7. The 05/23/2024 plans provided by the applicant to the Planning Commission, based on the Technical Review Committee's May 9, 2024 meeting and recommendation, prepared by Union Studio Architecture and Community Design, BETA Group, Inc., and American Engineering includes the following sheets:
 - a. CISF Campus Cover Sheet (page 1)
 - b. Project Team Sheet (page 2)
 - c. Onsite Wastewater Treatment System (2 Sheets) (pages 3-4)
 - d. Site Improvements Plan (2 Sheets – L-1 and L-2) (pages 5-6)
 - e. Planting Plan – Sheet L-3 (page 7)
 - f. Landscape Improvements Plan – Sheet L-4 (page 8)
 - g. Landscape Site Details – Sheet L-5 (page 9)
 - h. Landscape Planting Details – Sheet L-6 (page 10)
 - i. Existing Site Plan – CRMC Limit (aerial image) (page 11)
 - j. Existing Site Conditions – Topography (page 12)
 - k. Lease Agreement Areas (page 13)
 - l. Existing Site Photos (page 14)
 - m. Initial Concept – Site Plan (page 15)
 - n. Proposed Site Plan (page 16)
 - o. Sailing Center – Floor Plan (page 17)
 - p. Sailing Center – Proposed Elevations (East & South) (page 18)
 - q. Sailing Center – Proposed Elevations (West & North) (page 19)
 - r. Workshop Building – Floor Plan (page 20)
 - s. Workshop Building – Proposed Elevations (North, South, East & West) (page 21)
 - t. Streetview – Proposed Elevations (East at Ft Getty Rd) (page 22)
 - u. Perspective Renderings – Proposed Design – Looking Northwest (page 23)
 - v. Perspective Renderings – Proposed Design – Looking Northwest from Flagpole (page 24)
 - w. Perspective Renderings – Proposed Design – Looking Southwest from Parking Area (page 25)
8. The application was reviewed as a Development Plan Review, pursuant to Article 10 of the Jamestown Zoning Ordinance;
9. The Plans submitted and presented as cited above were reviewed by the Planning Commission. As part of its review, consideration, and deliberation of the applicant's proposal, the Planning Commission carefully considered the applicant's submittal, recommendations of the consulting planner, and other pertinent information received during its June 5, 2024 meeting;

Conditions of Approval:

1. The plans as presented show the CRMC 200' setback. As juxtaposed with the project proposal, at least portions of several features of the proposed project fall within that

setback – specifically the raingarden, pathway running to the boat launch area, rainwater capture, workshop, solid waste/recycling area, and parking area. As a condition of any approval, the applicant shall obtain any applicable CRMC permit/assent prior to the construction or installation of any site improvements within said setback and shall adhere to any condition of such CRMC permit/assent. If such CRMC permit/assent requires substantive revision to the CISF plans as approved by the Planning Commission, the applicant shall revise their plans accordingly and obtain a Development Plan Review Amendment from the Town. The determination of the term “substantive” shall rest solely with the Town of Jamestown – most specifically with the Town Administrator and Consulting Planner in consultation with the Town Solicitor as necessary – though the applicant may offer their written interpretation for consideration by the Town. Where such CRMC permit/assent does not affect the plans as approved by the Planning Commission outside of the CRMC setback, the applicant is not prohibited from applying for a Building Permit to construct or install those site improvements not affected by such CRMC permit/assent;

2. The Onsite Wastewater Treatment System Plan (Sheet 1 of 2) shows the terrace/patio area to be “impervious” but there is no detailed specification regarding its composition or typical construction specification. As a condition of approval and before submitting any Building Permit application the applicant needs to revise either the Onsite Wastewater Treatment System Plan (Sheet 2 of 2) or the Landscape Site Details (Sheet L-5) to include the material composition and typical construction specification “cross-section” details. Said information shall be submitted to the Planning Department for approval by the Building & Zoning Official and the DPW Director;
3. The Site Improvements Plan – 2 (Sheet L-2) indicates a 1-yard dumpster will be located next to the Workshop. To minimize unintended leachate from seeping into the ground specifically within the CRMC 200’ setback, a concrete protection pad with a +/-1” lip around the perimeter of the pad needs to be installed. As a condition of approval and before submitting any Building Permit application the applicant needs to add detailed specifications to the Landscape Site Details (Sheet L-5) typical specification for a concrete slab base with a +/-1” lip (from the finished grade) around the perimeter. Said information shall be submitted to the Planning Department for approval by the Building & Zoning Official and the DPW Director;
4. The plans and detailed specifications as submitted remain incomplete related to outdoor lighting. Some of the bollard information is contained on Sheet L-5 and the applicant now shows a down-shielded, building-mounted set of light fixtures on the Perspective Rendering (pages 23-25). But the application overall is absent bulb type, fixture, wattage, manufacturer’s “cut sheets”, evidence of adherence to “dark sky” best practices, etc. As a condition of approval and before submitting any Building Permit application the applicant’s plans and detailed specifications shall be revised to include lighting type, fixture, wattage, manufacturer’s “cut sheets”, and any other lighting information to help ensure “dark sky” best practices are being adhered to. Said information shall be submitted to the Planning Department for approval by the Building & Zoning Official and the Consulting Planner;

Planning Commission Minutes
June 5, 2024
Page 7 of 9

5. On Sheet L-6, the caliper reference for the Serviceberry trees needs to be amended such that it reads "≥2.5 cal". Also, two specification notes need to be added to Sheet L-6 stating: "1. *All plants listed in the Plant Schedule shall have a 2-year warranty period beginning from the date of the valid recorded "as-built" plans. The CISF, or its successor, shall be responsible for the replacement of any dead or diseased plants (as determined by the Town Tree Warden) within that 2-year warranty period. Any dead or diseased plants that are replaced shall initiate a new 2-year warranty period for those specifically replaced plants*" and "2. *All trees and shrubs shall be planted by a qualified landscape/tree contractor or otherwise as supervised by the Town Tree Warden*". As a condition of approval and before submitting any Building Permit application, Sheet L-6 shall be revised to change "2-2.5" cal" to "≥2.5 cal" and to add the applicable warranty and dead/diseased notes. Said revisions shall be submitted to the Planning Department for approval by the Building & Zoning Official and the Town Tree Warden;
6. The plans as submitted do not include a plan for Erosion & Sediment Control. As a condition of approval and before submitting any Building Permit application an Erosion & Sediment Control plan and detailed specifications shall be submitted to the Planning Department for approval by the Building & Zoning Official and the Director of Public Works;
7. The plans as submitted do not include consideration for a source of water. As a condition of approval and before submitting any Building Permit application the plans and detailed specifications shall be revised to include the proposed project's source of water and its related infrastructure. The revisions shall be submitted to the Planning Department for approval by the Building & Zoning Official and the Director of Public Works;
8. The two septic system-related plan sheets do not include specification notation for the water-based fixtures (e.g., toilets, showers, sinks, etc.) that will be used by CISF. Since the proposed project will rely on an on-site wastewater treatment system (OWTS), it's important to install fixtures that are as water conservative and efficient as possible to ensure the septic system's longevity. It's assumed that the RIDEM OWTS permit will require use of such conservation-minded water-based fixtures. Nevertheless, as a condition of any approval, notation shall be added to the detailed specification sheets for the OWTS requiring the use of low-flow, efficient, water-conserving fixtures, or other more appropriate text to ensure the greatest longevity of the OWTS. The revisions shall be submitted to the Planning Department for approval by the Building & Zoning Official and the Onsite Wastewater Program Coordinator;
9. The Jamestown Historical Society via correspondence from Rosemary Enright offered provision of a 24 x 36" or a 24 x 42" sign suitable for outdoor display explaining the historic significance of the area. The sign proposed would meet National Park Service Traditional Style sign support specifications like the one at the entry to the Ft Getty Park area. The sign support at the entry is a Standard Angle Mount Frame & Posts (2) with Plate for 24"H x 42"W x 125" sign panel, two 3 x 3 x 60" posts; 45 degree angle, for in-ground installation, black texture power coated aluminum and cost ~\$835 delivered. It's

Planning Commission Minutes
June 5, 2024
Page 8 of 9

understood that the applicant agrees with the installation of such an interpretive sign as shown on their plans near the southeasterly corner of the sailing center building next to the sidewalk. As a condition of any approval, the applicant shall document in a written submittal to the Planning Department before issuance of any Certificate of Occupancy the applicant's agreement to appropriately install said interpretive sign when received by the Historical Society, during or after construction as mutually agreed between the applicant, the Society, and the Town Administrator;

10. Any Development Plan Review approval granted by the Planning Commission assumes the various uses of the facility will directly relate to the functions of the CISF and its affiliated functions (e.g., hosting a fundraiser event) but within the constraints and purpose of the Lease Agreement. Any use/function/event beyond those allowed by the Lease Agreement shall be subject to approval by the Town Administrator and at his discretion, the Town Council and/or allowed via an amendment to said Lease Agreement.
11. Prior to issuance of any Building Permit, the applicant shall obtain any necessary state/federal permits, as applicable and warranted, or as otherwise required by the Building & Zoning Official;
12. Any substantive alteration to the valid recorded "as-built" plans or the applicant's need to significantly alter the approved plans, as determined by the Town Administrator and Consulting Planner in consultation with the Town Solicitor as necessary, shall require additional review by the Town that may include review by the Planning Commission and/or Town Council via a Development Review Plan Amendment;
13. The applicant shall continue to coordinate with all the Jamestown Department Heads as appropriate. However, any submittals pertaining to the conditions of the approval contained herein shall be provided to the Town Administrator, with attention to the applicable Department Head;
14. As a condition of any Building Permit, the applicant/property owner shall adhere to all applicable fire (and building codes) as set forth in NFPA;
15. Prior to the issuance of any Certificate of Occupancy, all fees owed the Town shall be made payable to the *Town of Jamestown* by the applicant/property owner;
16. "As-Builts" are required and shall be provided to the Building & Zoning Official for validity and project acceptance prior to issuing any Certificate of Occupancy. Any changes to be valid must be noted in a revised Development Review Plan. "As-Builts" validated by the Building & Zoning Official shall be recorded in the Town's Land Evidence Records with any related fees payable to the Town of Jamestown by the applicant at the time of recording;
17. All applicable work requiring inspection for code and other regulatory compliance (e.g., electrical, plumbing, septic, etc.) shall be conducted according to approval by the Building & Zoning Official and the Director of Public Works. In the unlikely instance

Planning Commission Minutes
June 5, 2024
Page 9 of 9

where the Building & Zoning Official and/or the Director of Public Works cannot conduct the applicable inspection, the Town may authorize use of State Form 128 by the applicant’s engineer/contractor to certify that that aspect of work was completed to code or other applicable regulation. The use of State Form 128 shall be the exception not the rule or expectation of the applicant;

18. Final signage plans shall be submitted for review and approved administratively.

So voted:

Commissioner Pendlebury – aye	Commissioner Cochran – aye
Commissioner Enright – aye	Commissioner Harrison – aye
Commissioner Prestigiacomio – aye	Commissioner Swistak - aye

Motion passes 6-0.

V. Old Business

1. No items at this time

VI. Reports

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

Bryer said that Planning Commission has mandatory training hours that must be completed each year. The Statewide Planning office has a training for planning and zoning scheduled for June 26th which is the date for our next Planning Commission meeting. Bryer will keep the Planning Commission apprised of the next available training.

Planning Commission meetings are as follows:

- June 26 – meeting
- July 3 – meeting cancelled
- July 17 – meeting

Commissioner Enright asked about the status of the Comprehensive Plan update? Bryer said that she put a RFP out to bid, one company responded. The next step is to bring the bid before the Town Council so it can be awarded.

Commissioner Harrison asked about the Community Survey. Bryer said that she is working on the results and will get them to the Planning Commission soon.

VII. Adjournment

A motion to adjourn at 7:59pm was moved by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

Attest:
Carrie Kolb

Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI
Wednesday, September 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, Steve Saracino, Barbara Lundy.
Absent: Tom Waddington
Guests: BJ Whitehouse

Reading and Approval of Meeting Minutes. Richard made a motion to approve the minutes from the August 16, 2023 meeting. Jim seconded the motion and all voted to approve the minutes.

Communications. There were no new communications.

Tree Warden Report. Please see attached.

Richard noted that the tree nursery looks great, thanks to Steve's hard work.

The Town will provide gator bags for the trees pending the installation of the irrigation being funded by the new grant. Darcy suggested purchase of metal ID tags for the nursery trees at a cost of approximately \$13.00. Michele made a motion to do so, seconded by Beth, passed unanimously.

Jim asked how late in the year we can bring new trees into the nursery. Steve S. stated that anytime was OK. Re making the trees available to homeowners, Darcy asked whether we can set aside the larger oaks and others, to be planted along the bike path. Steve said he was doing this, they could be tagged.

Richard asked why there was an empty tree pit at 47 Conanicus Avenue. There had formerly been a large shade tree at the location. Darcy noted that the owner of the abutting property had it removed as it obstructed the view. Beth noted that the Town is required to protect view corridors. It was suggested that a smaller tree could be planted. Michele noted that it is part of our mission to improve the urban canopy.

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.

Jim reported that the Town Council will take up the Rosati appeal of the TC decision for removal of the tree at its October 2nd meeting.

Mr. Whitehouse was concerned about the tree removal setting a precedent. He noted that there was a Norway maple with three trunks, one of which is rotten, in the cemetery. Steve S. noted that this tree is scheduled for removal. Mr. Whitehouse asked for a recap of the Seaside issue to date, which Jim and Steve provided. He noted that he was concerned about the tree holding the embankment together. He further noted that he was unable to attend the Town Council meeting but would write a letter expressing his concerns. Darcy noted that if the tree were removed, the root system would remain and several new trees would be planted. Mr. Whitehouse expressed concern that the new tree would be smaller. Darcy noted that a smaller tree will create a stronger root system. Steve S. noted that there are several larger trees in the nursery. Mr. Whitehouse stated that he has been petitioning the Town to improve the ROW but has not received a response. He noted that 13 trees had already been cut in the ROW illegally.

Mr. Whitehouse left the meeting.

Donna noted that the existing tupelo crowns at the site are as large as the maple tree. Steve S. asked whether everyone had seen the maple tree. Everyone has seen it. He noted that although cabling has been proposed as a way to save the tree, if the base is compromised and weak this would not prevent the tree from coming down. Michele noted that the TC has spent a great deal of time on this subject. Jim stated that this occurred due to a citizen complaint. Donna noted that many trees have been cut down illegally in other places, such as Beavertail, and asked if there are penalties. Steve S. noted that there were, but that it was difficult to prove responsibility.

b. Bike path: Steve S. received some aerial photos of the bike path from Mike Gray. Mike requested a marked up map. He is especially interested in plantings at the Eldridge Avenue entrance. The TC will do this based on our upcoming walkthrough. Steve S. also suggested a bike rack and benches. It was noted that the master plan includes eventually extending the bike path up to Americas Way. There does not appear to be any outside group in charge of planning the bike path plantings. Darcy noted that Lois Migneault could be helpful, and she would put her in touch with Donna. Donna suggested that we place tags on any trees from the nursery we utilize on the bike path. Darcy will create a new tag proposal.

Steve S. noted that the Eldridge area entrance was proposed as a potential site for the new pickleball courts. This idea met with strong disapproval. JS noted that the TC should voice an objection.

c. Town tree inventory grant: Paperwork for reimbursement was submitted in August. We are awaiting processing.

d. New Tree nursery grant: Awaiting final grant approval paperwork.

e. Website and publicity. The tree nursery inventory is up to date.

Darcy presented a draft ad informing town residents that trees were available from the nursery. She asked what would happen if someone requested a tree but there were none available. Steve S. said that he could locate an outside tree, and the DPW could pick it up. Michele expressed concern that people would take advantage. Steve S. suggested that the requester should pay retail, it would still be a good deal.

Darcy noted that once we publicize availability, the trees will be gone quickly. It was suggested that we apply for a new grant from RIDEM to replenish the nursery. An area could be fenced off within the nursery to grow and protect small trees, which are currently accessible to small animals. They could also be protected with plastic tubes. Michele offered to provide some.

Darcy also suggested selecting specific target areas for tree planting rather than just offering trees to whoever requests them. A discussion followed as to what areas of town would benefit from this strategy. The Lawn Avenue school was suggested. Strategies for involving the tribes and getting their approval were discussed.

Michele wondered what protections were in place if a significant tree is on private property and the owner wants to cut it down. It was suggested that the TC review potential restrictions and protections. Jim noted that these are in place in some other towns. Darcy suggested contacting John Campanini of the RI Tree Council for ideas.

f. Lectures and activities: review of upcoming lectures, walks, etc. Darcy will schedule another tree walk for October, will follow up with Joe Verstandig and Clem Dejardins.

New Business: Discuss possible collaboration and strategies to encourage municipal and private elimination of synthetic pesticide/herbicide use. It was suggested that we approach the Town Council with a list of banned chemicals. It was noted that we need to educate people on the subject, similarly to the way they were educated about single use plastics. Michele suggested that we communicate and strategize with other local groups. Some ideas included asking Jamestown Hardware not to sell banned chemicals. Richard noted that a first step would be to prevent aerial spraying. Beth proposed contacting a URI entomologist such as Heather Faubert to give a talk about sustainable pest control.

Liaison and Other Reports:

Barbara reported that there is an ongoing issue with the harbormaster's attempts to clean up ROW #20 near Potter's Cove. It is a private ROW but ownership is unclear. CRMC does not have supervision. Legal options are being reviewed.

The Jamestown Community Farm has given permission to the Conservation Commission to use a portion of its land to grow beach grasses to replenish the dunes at Mackerel Cove. Research as to how to do this is underway. Beth offered to assist in research.

Work on the trail maps continues. The Town has offered to pay for printing.

Open Forum. None

Future Agenda Topics: Items of Interest for next meeting.

Adjourn. Michele made a motion to adjourn. Richard seconded. All voted in favor. The meeting was adjourned at 8:10.

The next meeting is scheduled for Wednesday, October 18th.

Respectfully submitted
Beth Herman, Secretary

Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI
Wednesday, January 17, 2024
Meeting Minutes

Call to Order. Jim called the meeting to order at 6:37 pm.

Roll Call. Committee Members In attendance: Tom Waddington, Beth Herman, Richard Kingsley, Jim Simmons, Barbara Lundy.

Absent: Darcy Magratten, Donna Repko, Michele Foster, Steve Saracino

Guest: None

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

Communications. Tom noted that he submitted a request for a tree in December, but has not heard anything yet. Beth will follow up with Steve S. and Denise. He also noted that he had an apple tree he needed to find a home for. The Jamestown Farm was suggested as a possibility.

Tree Warden Report. There has been no recent activity, so there is no report this month.

Unfinished Business:

a. Bike path: Donna presented the preliminary plans for the bike path at the Town Council meeting on Tuesday, with TC members in attendance. The plan was well received. There were no questions. Jim, Donna, and Steve had previously met with Administrator Mello to discuss the plan. A rough cost estimate of \$22,000 was presented. The work can be done in phases. It is preferable to plant larger plants in the fall. Phase 1 could be started this spring. In the fall a group of trees could be planted adjacent to the south bench. Once the ground freezes, the DPW will clean up the pine trees. Jim noted the letter sent by Lois Migneault and Chris Walsh to the Town Council regarding plantings by the bike path and reservoir. The TC appreciates their valuable input to the project.

It was proposed that this year's Arbor Day tree be planted by the pump house. A tree needs to be selected. Richard suggested a sycamore. It was noted that due to the tight space, the size of the root ball must be considered. Jim will follow up with Mike Gray.

b. Town tree inventory grant: Richard will distribute the final report. We have not received reimbursement yet.

c. New Tree nursery grant: Jim spoke to Newport Solar. They will donate two 3'x5' solar panels to the TC. We need a place to store them. Mounting TBD. Jim will check with Mike Gray re the required hoses, pump, and other miscellaneous parts, which the grant will pay for. DPW will pour the slab. The timing will depend on the donated shed availability.

d. Website and publicity updates: none

e. Lectures and activities: The Dr. Alm pesticide lecture will be scheduled for a Tuesday, Wednesday or Thursday at 6:30. Beth will follow up on available locations with Roberta Fagan.

f. Tree ordinance. Jim noted that Mike Gray would like to tighten the existing ordinance, specifically regarding requests from the tree nursery. It was also noted that there are issues with requests to remove trees solely to improve views. Richard noted that the current ordinance only covers trees on town property. It should include private property as well. Ways to achieve this were discussed, including adding requirements during the building permit process. Site plans should include trees. Any proposed removals should be mitigated. Removal of invasives would be permitted. Tom noted that the 10' town ROW needs to be more clearly explained.

New Business:

a. Earth Day. The TC plans to participate again in the Earth Day event at the Rec Center. Darcy proposed a budget of \$200 for supplies. Beth so moved, seconded by Richard. All approved. Tree booklets will be ordered and charged to the new tree nursery grant, as specified in the grant request.

Liaison and Other Reports: Barbara noted that the dispute concerning ROW #20 jurisdiction continues. Administrator Mello suggested tabling pending a decision as to who has jurisdiction. Jeff Boal has been selected as a new member of the Conservation Commission. Preparations for Earth Day are starting.

Open Forum. None

Future Agenda Topics: Items of Interest for next meeting.
Preparations for Earth Day will be discussed at the next meeting.

Adjourn. There being no further business, Richard made a motion to adjourn. Jim seconded. All voted in favor. The meeting was adjourned at 7:37.

The next meeting is scheduled for Wednesday, February 21st, 2024.

Respectfully submitted
Beth Herman, Secretary

**Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI
Wednesday, February 21, 2024
Meeting Minutes**

Call to Order. Jim called the meeting to order at 6:31 pm.

Roll Call. Committee Members In attendance: Darcy Magratten, Beth Herman, Richard Kingsley, Jim Simmons, Barbara Lundy.

Absent: Tom Waddington, Donna Repko, Michele Foster, Steve Saracino

Guest: Chip Baertlein

Reading and Approval of Meeting Minutes. Darcy made a motion to approve the minutes from the January 17, 2024 meeting. Jim seconded the motion and all voted to approve.

Communications. Darcy reported that she had heard from the owner of the property at 69 Green Street. The neighbors requested two trees but if the owner requests a tree, she will only receive one. She also reported that Edwina Cloherty requested trees to replace ones which formerly were located in the ROW in front of her house. Steve S. will check the site. Should the town replace them at no cost given that town trees occupied the space previously?

Tree Warden Report. There has been no recent activity, so there is no report this month.

Unfinished Business:

a. Tree nursery update.

1. Darcy and Steve met at the nursery to update the inventory. They identified seven larger trees which can be moved to the bike path, ten other trees ready to be located on town property if requested by individuals, ten trees awaiting rehab and several immature trees.
2. Darcy presented a prototype label made of aluminum with letter punches. The labels would be used to label the trees in the nursery only. TC members will help punch the holes.
3. Darcy will begin distribution of the flyers explaining to residents how they can request a tree.
4. The survey and plan for maintaining and planting trees along Narragansett Avenue conducted two years ago will be reviewed and proposals refreshed.

b. Bike path update: Donna distributed the results of the recent soil test from the UConn Soil Nutrient Analysis lab. The tests reported sandy soil with high pH typical of coastal soils, and recommended planting native species, which prefer these soils. She also distributed a list of

native trees and shrubs appropriate for planting along the reservoir, classified by size and type.

Lois Mignault and her husband continued to express concerns about invasives, new plantings and maintenance along the bike path. It was suggested that we invite them to a future tree committee meeting to further discuss their concerns.

c. Town tree inventory grant: Richard distributed the final report electronically to Town administrators and TC members on February 2nd. The report will also be posted on the TC website. The Town received \$1,866.05 on February 20th representing full reimbursement for grant expenses.

d. New Tree nursery grant: Jim discussed locating the pump and pipes for the new irrigation system. He took measurements and reviewed prices. He will check with Michele re potential donations of piping and panels. Timing looks like May. Jim will firm up details of the donated shed relocation and reconstruction with Mike Gray. Some equipment may be required.

e. Potential revision to Town tree ordinance. Jim read an email from Michele regarding her research into the subject, including some suggestions for future discussion. Several questions were raised with respect to the building permit process and how residents and applicants are made aware of the existing tree ordinance. It was suggested that Steve S. speak with the town building inspector to clarify what powers the town has regarding tree removal and protection during the building permit process. It was noted that champion trees are currently protected by the ordinance but that they are not well defined.

f. Website and publicity updates: Darcy reported that the TC website has been renewed for two years. She presented a new design for the boxes to collect donations for the tree walk brochures. They are made of lexan and have a lock. Beth moved to approve \$150 to purchase new boxes, seconded by Jim. The motion was approved unanimously.

g. Lectures and activities: The Dr. Alm lecture has been scheduled for April 30th at 6:30 pm at the Golf Club upstairs meeting room. The topic will be "The Pros and Cons of Common Pesticides."

New Business:

- a. Arbor Day activities. Location of the new tree to be planted for upcoming Arbor Day on Friday, April 26th was again discussed. The pump house area adjacent to the bike path was again suggested. Beth so moved, seconded by Darcy. The motion passed unanimously. The tree type will be determined.
- b. Earth Day activities. David Frank from Atlantic will again conduct a tree tour as part of Jamestown Earth Day activities on April 20th. We will again order tree whips from the Arbor Day Foundation for distribution at the event.

Liaison and Other Reports: Barbara reported that the town Conservation Commission is taking over responsibility for Jamestown ROWs from the Harbor Commission. They are currently reviewing the first 14 of the existing 39 ROWs along with the Friends of Jamestown ROWs, and are working on revising the "Adopt a ROW" program. The Commission is also working on making the Kitt Wright trail at Fort Getty handicapped accessible.

Open Forum. None

Future Agenda Topics: Items of Interest for next meeting.

- a. It was suggested that the TC revisit the idea of memorial trees. The town had a program in the past. Steve will follow up with information about Bristol's program.
- b. Applying for a third RIDEM UCF grant to purchase trees for the bike path was suggested. Richard, Donna and Steve volunteered to work on it. The grant deadline is March 30th.

Adjourn. There being no further business, Beth made a motion to adjourn. Richard seconded. All voted in favor. The meeting was adjourned at 7:42.

The next meeting is scheduled for Wednesday, March 20th, 2024.

Respectfully submitted
Beth Herman, Secretary

Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI
Wednesday, April 3, 2024
Meeting Minutes

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

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

Reading and Approval of Meeting Minutes. Michele made a motion to approve the minutes from the February 21, 2024 meeting. Jim seconded the motion and all voted to approve.

Communications. None

Tree Warden Report. There has been no recent activity, so there was no report.

Unfinished Business:

a. Tree nursery update. Steve S. noted that he is working on Sue Gorelick's request, and that Samira Hakki will receive a tree. Jim suggested scheduling a field trip.

b. Bike path update: Trees have been selected. The town has removed some of the pine trees. Further plans are on hold. Darcy will print out the presentation and distribute electronic copies. Darcy noted that the concerns raised by Lois Migneault were still outstanding. She may not be aware that the project is planned in phases. Darcy will invite Lois to a future TC meeting. Beth will also invite the Connanaquot Garden Club to attend a future meeting.

c. New Tree nursery grant:

Michele met with Joe Walsh and Ben who initially indicated that DPW relocation of the donated shed was doable. However, Steve S. subsequently met with Joe and was informed that it will be difficult for DPW to move the shed due to its location under wires and its instability, and suggested building a new shed from scratch. At an estimated cost of \$2,000, it was not clear who would pay for this. Michele will talk to the client again about getting their help, since the shed needs to be removed in any case. Steve will also speak to Joe again. Steve also suggested relocating the new shed to the outside perimeter of the nursery. Jim is working with Newport Solar to obtain the donated solar panels.

d. Arbor Day Activities. Michele moved to use a Pacific Brilliance pin oak from the nursery for the Arbor Day tree, seconded by Beth. The motion passed unanimously.

e. Earth Day Activities. The Earth Day fair is scheduled for 10:00 to 2:00 on Saturday, April 20th, at the Recreation Center. David Frank from Atlantic will conduct a tree tour at 2:00. Darcy will order tree pencils, pretzel twigs, and 50 each red maple and redbud whips from the Arbor Day Foundation for free distribution. There will not be a planting demonstration but handouts on how to plant them will be provided. 50 native tree books will also be ordered for sale. Three small trees from the nursery will also be raffled off. Michele and Darcy will staff the table, with help from Jim.

f. Website and publicity updates:

Darcy is creating publicity regarding the Dr. Alm and Pam Gilpin lectures and the tree tour for the website and the Jamestown Press. Pam Gilpin will be giving a talk on beneficial insects on May 9th at the Jamestown Golf Course.

Darcy has identified ten locations in town to target for distribution of flyers explaining how to request a tree. Targets include the Bank of Newport. She will distribute.

Darcy brought in sample lexan boxes to be used for Tree Walk flyers. She has six of them.

g. Lectures and activities: See above.

h. Revision to Town tree ordinance. Discussion continued. Michele noted that currently the ordinance has a gap in the building permit stage, which also does not address ROWs and trees on private property. Jim met with Mike Gray and Peter Medeiros, the town building and zoning official. Peter noted that the town usually does not deal with trees as part of the permitting process. Existing condition surveys don't show trees, only the house. There is currently no direct link between the tree ordinances and the zoning ordinances.

It was noted that the existing tree and zoning ordinances, as well as the boundaries of the town ROWs, are not clear to potential and existing homeowners, real estate agents or lawyers. One solution would be to make compliance with these elements part of the permitting process. Jim will follow up with Administrator Mello. Darcy also suggested that this information be added to the TC website. Michele and Jim will write a section.

The issue of how to protect significant trees located on private property was again raised. Perhaps designation as champions could be helpful.

New Business:

New Hoop House Grant. Beth announced that the Town of Jamestown has been awarded \$5,500 to construct a hoop house adjacent to the tree nursery from the Eastern Rhode Island Conservation District (ERICD) under their People's Garden program. The hoop house would be used to grow young seedling trees and native plants for use throughout the Town. The grant is contingent on 100% matching funds to be provided by vin-kind labor

and donations, which will be supplied largely by volunteers. However, the grant cannot be awarded until the Town approves it. The executed paperwork must be received by June 13th or the grant will be forfeited. Jim will set up a meeting with Mike Gray to discuss potential DPW participation in site clearing, construction, and up front funding.

Liaison and Other Reports:

Barbara noted that the Conservation Commission will meet next week. They are working on preparations for Earth Day, and plan to raffle off a honeycrisp apple tree. Discussions about potential dredging at Fort Getty continue. Fundraising for the improved Kitt Wright Trail is underway. A grant has been received from the Rhode Island Wild Plant Society to grow beach grass at the Jamestown Community Farm.

Open Forum. None

Future Agenda Topics: Items of Interest for next meeting.

Adjourn. There being no further business, Beth made a motion to adjourn. Darcy seconded. All voted in favor. The meeting was adjourned at 8:20.

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

Respectfully submitted
Beth Herman, Secretary

**Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI
Wednesday, April 17, 2024
Meeting Minutes**

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

Roll Call. Committee Members In attendance: Jim Simmons, Beth Herman, Michele Foster, Darcy Magratten, Richard Kingsley.

Absent: Tom Waddington, Donna Repko, Steve Saracino, Barbara Lundy.

Introduction of Guest: Dennis Webster

Reading and Approval of Meeting Minutes. Michele made a motion to approve the minutes from the April 3, 2024 meeting. Darcy seconded the motion and all voted to approve.

Communications.

Darcy reported that the Bank of Newport is very interested in getting some trees. They have a large ROW frontage which could accommodate three trees. Richard suggested crabapples. There should be no issues with blocking views. We will follow up with Steve S. It was noted that these would provide good publicity for the tree committee's efforts to increase street trees.

Dennis Webster came to the meeting to inform the tree committee of the status of a grove of rare striped maple trees growing adjacent to the soccer field in an area potentially to be used for pickleball courts. The primary tree has been listed as a Champion Tree since 2014 by the Rhode Island Natural History Survey and is currently 33" in circumference and 51' tall. Dennis gave Jim a copy of the report.

This tree is part of a large grove of these trees immediately south of the parking lot in a recently mowed area. The purpose of the mowing was not clear. Dennis sent a note to Ray DeFalco at the Recreation Department informing him of the situation. Jim noted that the area is identified as a Heritage Area by the state. However, this designation only protects endangered species, not rare ones.

Darcy suggested posting a sign on the tree. Michele asked whether Steve could recommend to the Town Council that a sign be posted and that mowing be controlled in the area to protect the saplings. Jim said he would set up a meeting with Steve and Dennis to accurately locate the tree. It was noted that the pickleball craze seems to be tapering off

and that these trees should not be victims of a temporary fad. Michele also noted that some woods should be left wild.

Tree Warden Report. There was no report this month.

Unfinished Business:

a. Tree nursery update: Michele dug up three nursery trees to be raffled off at Earth Day. Darcy asked how we know whether people who receive trees actually pay the required fees. Beth will check with Tina Collins.

b. Bike path update: Donna hopes to be at next month's meeting. Jim provided a brief overview of the plan to Dennis. Beth noted that the Connanaquot Garden Club plans to plant daffodils along the path. She will follow up to determine where they will go and when.

c. UCF tree nursery irrigation grant: Michele reported that DPW has agreed to construct a new shed for the nursery, since unfortunately they were unable to relocate the donated shed. Jim noted that this could be done in a couple of weeks. He will sketch a plan.

d. New ERICD (Eastern RI Conservation District) hoop house grant update: Jim presented the \$5,500 reimbursable grant to Mike Gray, who was supportive. DPW attributes approximately \$35 per hour for workers and \$50 per hour for equipment. These numbers will be finalized when the reimbursement request is submitted. Michele noted that the hoop house will not need a pad or foundation, just fabric covering. Small trees can be planted directly into the underlying soil. This is done at Windmist Farm.

e. Arbor Day Activities: DPW has planted the tree. Jim will send out invitations.

f. Earth Day Activities. Darcy potted up 50 seedlings purchased from the Arbor Day Foundation to be sold at Earth Day for \$5 apiece. If you buy a tree book you will receive a free tree. There are 20 redbuds and 20 red maples remaining. They will be planted at the nursery. Jim noted that students could assist.

g. Website and publicity updates: Darcy will create public relations materials for Arbor Day and Earth Day. After these activities occur, Michele and Darcy will write an article for the Jamestown Press about what the Tree Committee does. It should also inform people about the Town regulations concerning trees in the right of way.

h. Lectures and activities: As previously scheduled, the Dr. Alm lecture concerning pesticides will take place on April 30th and the Pam Gilpen lecture concerning beneficial insects will take place on May 9th, both at the Golf Course upstairs meeting room at 6:30.

Michele suggested holding an open house at the tree nursery on Saturday, May 25th from 10am to 12 pm.

i. Revision to Town tree ordinance. Discussion of ways to clarify and strengthen the town tree ordinance continue. It was suggested that we research ways that other towns deal with potential liability issues. Homeowners' responsibilities need to be clarified and public awareness increased.

New Business: Discussion of a memorial tree program was tabled until the next meeting.

Liaison and Other Reports: None.

Open Forum. None

Future Agenda Topics: Items of Interest for next meeting. Darcy will provide additional information on pesticides at a future meeting.

Adjourn. There being no further business, Michele made a motion to adjourn. Beth seconded. All voted in favor. The meeting was adjourned at 8:07.

The next meeting is scheduled for Wednesday, May 15th, 2024.

Respectfully submitted
Beth Herman, Secretary

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the May 28, 2024 Meeting

A regular meeting of the Jamestown Zoning Board of Review was held at the Jamestown Town Hall, 93 Narragansett Avenue. The Chairman called the meeting to order at 7:00 p.m. The clerk called the roll and noted the following members present:

Richard Boren, Chair
Dean Wagner, Vice-chair
James King, Member
Jane Bentley, Member
James Sisson, 2nd Alternate
Robert Maccini, 3rd Alternate

Also present:

Wyatt Brochu, Counsel
Peter Medeiros, Zoning Officer
Brenda Hanna, Stenographer
Pat Westall, Clerk

MINUTES

Minutes of April 23, 2024

A motion was made by Jane Bentley and seconded by Dean Wagner to accept the minutes of the April 23, 2024 meeting as presented.

The motion carried by a vote of 5 – 0.

Richard Boren, Dean Wagner, James King, Jane Bentley and James Sisson voted in favor of the motion.

Robert Maccini was not seated and Terence Livingston and John Shekarchi were absent.

CORRESPONDENCE

Nothing at this time.

NEW BUSINESS

Martin

Request of Martin, Charles S. and Kate E., Trustees whose property is located at 17 Bryer Avenue, and further identified as Assessor's Plat 8, Lot 213 for a Variance from Article 3- Application of District Regulations, Section 82-316: Swimming Pools and Tennis Courts, Subsection B:1 *"The top of the safety enclosure shall be at least 48" above grade measured on the side of the barrier which faces away from the swimming pool. The maximum vertical clearance between the grade and the bottom of the barrier shall be two inches measured on the side of the barrier which faces away from the swimming pool."* The applicant is seeking variance from zoning ordinance and proposes to use an automatic swimming pool cover to protect and enclose the pool thus conforming to the requirements of enclosure and State Building Code.

A motion was made by Richard Boen and seconded by Dean Wagner for Richard Boren to write a proposed decision and the Board would vote on the motion formally at the June 25, 2024 meeting.

ADJOURNMENT

A motion was made and seconded to adjourn at 8:22 p.m.
The motion carried unanimously.

Town of Jamestown

Finance Department

Town Hall

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9809 Fax 401-423-7229

Email: ccollins@jamestownri.net



Christina D. Collins
Finance Director

MEMORANDUM

TO: Edward A. Mello, Town Administrator

FROM: Christina D. Collins, Finance Director

DATE: July 12, 2024

SUBJECT: Budget to Actual- General Budget

A handwritten signature in black ink, appearing to be "CD", is written to the right of the subject line.

Attached is the Budget to Actual report for the Fiscal Year 2024. The report contains the expenses that have been paid through June 30, 2024.

Please do not hesitate to contact me with any questions or concerns.

Budget vs Actual - Expenditures TOWN OF JAMESTOWN, RI For 6/30/2024

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
1100 7001 70101 00 Salaries	13,800.00	0.00	13,800.00	0.00	100.00
1100 7001 70302 00 Fees And Supplies	500.00	0.00	233.91	266.09	46.78
1100 7001 70305 00 Advertising	750.00	0.00	3,766.00	(3,016.00)	502.13
Town Council Expenses	15,050.00	0.00	17,799.91	(2,749.91)	118.27
1100 7002 70101 00 Salary, Town Administrator	134,183.00	9,846.16	134,183.28	(0.28)	100.00
1100 7002 70102 00 Salary, Clerical	70,700.00	5,438.40	69,339.64	1,360.36	98.08
1100 7002 70302 00 Fees And Supplies	2,500.00	176.06	3,680.71	(1,180.71)	147.23
1100 7002 70303 00 Travel Expenses	5,000.00	350.00	4,200.00	800.00	84.00
Town Administrator Expenses	212,383.00	15,810.62	211,403.63	979.37	99.54
1100 7003 70101 00 Salaries	5,636.00	433.48	5,635.24	0.76	99.99
1100 7003 70302 00 Fees And Supplies	1,200.00	(132.40)	474.72	725.28	39.56
Probate Court Expenses	6,836.00	301.08	6,109.96	726.04	89.38
1100 7004 70101 00 Salaries	5,234.00	0.00	5,052.25	181.75	96.53
1100 7004 70102 00 Salary, Clerical	1,878.00	0.00	0.00	1,878.00	0.00
1100 7004 70103 00 Salaries, Moderator & Sergeant	1,450.00	125.00	1,419.72	30.28	97.91
1100 7004 70104 00 Election Supervisors	7,922.00	0.00	8,651.50	(729.50)	109.21
1100 7004 70112 00 Election - OT	1,326.00	0.00	1,023.30	302.70	77.17
1100 7004 70302 00 Fees And Supplies	3,250.00	199.84	4,536.35	(1,286.35)	139.58
1100 7004 70305 00 Advertising And Printing	700.00	0.00	977.50	(277.50)	139.64
Election and Town Meeting Expenses	21,760.00	324.84	21,660.62	99.38	99.54
1100 7005 70201 00 Professional Services - Legal	125,000.00	11,067.00	104,719.00	20,281.00	83.78
Legal Expenses	125,000.00	11,067.00	104,719.00	20,281.00	83.78
1100 7006 70101 00 Salaries	76,011.00	5,843.10	75,960.30	50.70	99.93
1100 7006 70102 00 Salary, Clerical	114,173.00	8,163.00	107,999.96	6,173.04	94.59
1100 7006 70104 00 Clerk - OT	540.00	0.00	957.36	(417.36)	177.29
1100 7006 70302 00 Fees, Supplies & Dues	29,000.00	1,808.29	33,152.88	(4,152.88)	114.32
1100 7006 70305 00 Advertising	3,800.00	391.26	6,124.26	(2,324.26)	161.16
Clerks And Records Expenses	223,524.00	16,205.65	224,194.76	(670.76)	100.30
1100 7007 70101 00 Salaries	96,694.00	6,809.92	96,694.25	(0.25)	100.00
1100 7007 70102 00 Salary, Clerical	40,170.00	3,090.02	39,590.74	579.26	98.56
1100 7007 70201 00 Planning Commission	7,000.00	0.00	7,000.00	0.00	100.00
1100 7007 70302 00 Fees, Supplies & Dues	4,500.00	820.57	5,281.90	(781.90)	117.38
Planning Expenses	148,364.00	10,720.51	148,566.89	(202.89)	100.14
1100 7008 70201 00 Salaries, Zoning Board	8,000.00	650.00	7,355.99	644.01	91.95
1100 7008 70302 00 Fees, Supplies & Dues	2,500.00	282.32	3,517.36	(1,017.36)	140.69
Zoning Expenses	10,500.00	932.32	10,873.35	(373.35)	103.56
1100 7009 70900 00 Social Security Tax	361,550.00	29,124.74	350,623.95	10,926.05	96.98
1100 7009 70901 00 Blue Cross/Delta Dental	702,712.00	(5,920.59)	507,776.00	194,936.00	72.26
1100 7009 70902 00 Worker's Compensation	85,000.00	0.00	68,585.00	16,415.00	80.69
1100 7009 70903 00 Retirement System	350,000.00	22,468.08	279,541.04	70,458.96	79.87
1100 7009 70906 00 Life Insurance	12,320.00	1,054.77	11,931.23	388.77	96.84
1100 7009 70907 00 General Liability Insurance	110,000.00	0.00	118,711.69	(8,711.69)	107.92
1100 7009 70910 00 Salary Adjustment	28,649.00	0.00	0.00	28,649.00	0.00
1100 7009 70911 00 FICA CLEARING ACCT	0.00	0.00	(0.05)	0.05	0.00
1100 7009 70912 00 OPEB	25,000.00	0.00	0.00	25,000.00	0.00
1100 7009 70920 00 Police Retiree Health	104,550.00	470.00	106,621.40	(2,071.40)	101.98
Personnel Expenses	1,779,781.00	47,197.00	1,443,790.26	335,990.74	81.12
1100 7010 70100 00 Salary, Finance Director	119,566.00	8,399.46	119,566.32	(0.32)	100.00
1100 7010 70101 00 Salaries- Dep. Tax Collector	83,181.00	13,441.34	81,720.61	1,460.39	98.24
1100 7010 70201 00 Professional Services	21,000.00	2,168.37	20,871.65	128.35	99.39
1100 7010 70302 00 Fees, Supplies & Dues	22,000.00	1,234.61	16,082.76	5,917.24	73.10
Finance Expenses	245,747.00	25,243.78	238,241.34	7,505.66	96.95
1100 7011 70101 00 Salaries	85,327.00	6,408.12	85,327.54	(0.54)	100.00
1100 7011 70302 00 Fees, Supplies, Dues	13,880.00	970.78	14,341.98	(461.98)	103.33
1100 7011 70305 00 Advertising	900.00	129.50	539.50	360.50	59.94
Tax Assessor Expenses	100,107.00	7,508.40	100,209.02	(102.02)	100.10
1100 7012 70201 00 Professional Services	25,000.00	0.00	27,300.00	(2,300.00)	109.20
Audit of Accounts Expenses	25,000.00	0.00	27,300.00	(2,300.00)	109.20
1100 7013 70201 00 IT- Consultant	60,000.00	15,600.00	78,615.00	(18,615.00)	131.03
1100 7013 70303 00 Software	50,000.00	66.30	57,223.04	(7,223.04)	114.45

Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 6/30/2024

Run: 7/12/2024 at 11:12 AM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
Total Expenses	110,000.00	15,666.30	135,838.04	(25,838.04)	123.49
1100 7030 70302 00 EMA- SUPPLIES	7,500.00	1,495.50	2,720.50	4,779.50	36.27
EMA Expenses	7,500.00	1,495.50	2,720.50	4,779.50	36.27
1100 7031 70100 00 Salary, Police Chief	116,402.00	8,000.00	80,000.00	36,402.00	68.73
1100 7031 70101 00 Salaries - Police	952,157.00	74,282.16	989,439.64	(37,282.64)	103.92
1100 7031 70102 00 Police Longevity	68,680.00	11,553.47	74,395.77	(5,715.77)	108.32
1100 7031 70103 00 Police Benefits	57,396.00	4,631.49	57,839.76	(443.76)	100.77
1100 7031 70104 00 Police - OT	185,000.00	11,817.39	190,223.44	(5,223.44)	102.82
1100 7031 70105 00 Police Retirement	300,000.00	150,000.00	300,000.00	0.00	100.00
1100 7031 70111 00 Salary - Dispatch/Admin/Seasonal	228,364.00	18,718.31	193,566.02	34,797.98	84.76
1100 7031 70112 00 Dispatch, Longevity	12,432.00	0.00	8,657.08	3,774.92	69.64
1100 7031 70113 00 Dispatch - Benefits	13,148.00	1,827.82	11,495.88	1,652.12	87.43
1100 7031 70114 00 Dispatch - OT	25,000.00	2,406.00	56,415.31	(31,415.31)	225.66
1100 7031 70302 00 Fees & Supplies	21,000.00	1,612.52	14,904.40	6,095.60	70.97
1100 7031 70303 00 Computer Software	24,200.00	390.00	30,157.07	(5,957.07)	124.62
1100 7031 70307 00 Building Maintenance	5,000.00	1,323.03	8,517.95	(3,517.95)	170.36
1100 7031 70308 00 Vehicle Insurance	9,017.00	0.00	9,017.00	0.00	100.00
1100 7031 70309 00 Telephone	12,500.00	843.62	8,814.76	3,685.24	70.52
1100 7031 70310 00 Personal Equipment	2,500.00	1,678.50	13,885.33	(11,385.33)	555.41
1100 7031 70311 00 Maintenance Of Uniforms	30,150.00	0.00	25,200.00	4,950.00	83.58
1100 7031 70312 00 Ammunition And Supplies	3,500.00	97.00	3,330.82	169.18	95.17
1100 7031 70313 00 Maintenance Of Police Cars	15,000.00	1,099.10	14,667.21	332.79	97.78
1100 7031 70314 00 Gas & Tires	23,000.00	0.00	27,260.05	(4,260.05)	118.52
1100 7031 70315 00 Training Of Members	15,000.00	1,292.84	16,161.23	(1,161.23)	107.74
1100 7031 70317 00 Maintenance Of Radio System	3,500.00	1,121.84	3,142.32	357.68	89.78
1100 7031 70318 00 Equipment	5,000.00	1,032.71	4,036.23	963.77	80.72
1100 7031 70322 00 Dispatch Uniforms	2,000.00	0.00	1,500.00	500.00	75.00
Police Protection Expenses	2,129,946.00	293,727.80	2,142,627.27	(12,681.27)	100.60
1100 7032 70100 00 Fire Chief/Fire Inspector	72,004.00	0.00	66,465.60	5,538.40	92.31
1100 7032 70101 00 Fire Inspector/Clerk	18,720.00	0.00	17,280.00	1,440.00	92.31
1100 7032 70102 00 Stipend, Deputy Fire Chief	6,000.00	0.00	6,000.00	0.00	100.00
1100 7032 70103 00 Stipend - Fire Inspector	31,200.00	0.00	24,443.80	6,756.20	78.35
1100 7032 70104 00 Fire Dept. Incentive Program	75,000.00	0.00	49,372.45	25,627.55	65.83
1100 7032 70105 00 Equip/Safety Maint. - Per Diem	26,000.00	0.00	28,143.80	(2,143.80)	108.25
1100 7032 70201 00 Service Cleaning Contract	6,720.00	559.00	6,708.00	12.00	99.82
1100 7032 70302 00 Fees And Supplies	9,200.00	418.35	16,276.34	(7,076.34)	176.92
1100 7032 70308 00 Vehicle Insurance	68,000.00	0.00	63,881.42	4,118.58	93.94
1100 7032 70309 00 Telephone	10,000.00	1,217.16	9,199.70	800.30	92.00
1100 7032 70313 00 Maintenance Of Fire Apparatus	35,000.00	2,641.25	45,554.07	(10,554.07)	130.15
1100 7032 70314 00 Gas, Tires & Oil	13,000.00	0.00	16,625.44	(3,625.44)	127.89
1100 7032 70315 00 Training Of Members	7,000.00	0.00	4,651.83	2,348.17	66.45
1100 7032 70317 00 Maintenance Of Radio System	5,500.00	0.00	4,882.10	617.90	88.77
1100 7032 70321 00 Electricity	18,000.00	2,757.72	20,504.38	(2,504.38)	113.91
1100 7032 70323 00 Oxygen & Air Packs	4,500.00	0.00	5,221.68	(721.68)	116.04
1100 7032 70324 00 Water	1,600.00	0.00	1,195.94	404.06	74.75
1100 7032 70325 00 Fire Equipment	17,000.00	65.00	16,488.19	511.81	96.99
1100 7032 70326 00 Fire Ext. Agent	2,500.00	0.00	142.92	2,357.08	5.72
1100 7032 70343 00 Heating	14,000.00	798.24	13,426.03	573.97	95.90
1100 7032 70344 00 Repairs And Maintenance	13,500.00	5,812.67	22,831.13	(9,331.13)	169.12
1100 7032 70399 00 Subscriptions & Journals	425.00	0.00	175.00	250.00	41.18
1100 7032 70900 00 Social Security Tax	11,277.00	0.00	0.00	11,277.00	0.00
1100 7032 70903 00 Fire Chief - Benefit	7,149.00	0.00	7,204.00	(55.00)	100.77
Fire Protection Expenses	473,295.00	14,269.39	446,673.82	26,621.18	94.38
1100 7033 70103 00 Stipend - Medical Director	12,000.00	0.00	11,000.00	1,000.00	91.67
1100 7033 70104 00 ALS - Per Diem	397,200.00	0.00	358,230.50	38,969.50	90.19
1100 7033 70105 00 EMS Incentive Program	77,800.00	0.00	40,190.00	37,610.00	51.66
1100 7033 70106 00 EMT INSTRUCTORS	0.00	0.00	(1,093.18)	1,093.18	0.00
1100 7033 70302 00 Fees And Supplies	6,800.00	650.68	10,759.23	(3,959.23)	158.22
1100 7033 70303 00 Computer Software	0.00	0.00	2,820.00	(2,820.00)	0.00
1100 7033 70308 00 Vehicle Insurance	31,460.00	0.00	42,570.30	(11,110.30)	135.32
1100 7033 70311 00 Maintenance Of Uniforms	8,000.00	0.00	989.00	7,011.00	12.36
1100 7033 70313 00 Maintenance of Vehicles	9,000.00	53.58	4,554.48	4,445.52	50.61
1100 7033 70315 00 Training Of Members	14,500.00	0.00	13,490.16	1,009.84	93.04
1100 7033 70330 00 EMS Building	6,000.00	231.26	3,176.71	2,823.29	52.95
1100 7033 70333 00 Ambulance Medical	20,000.00	3,429.47	23,185.02	(3,185.02)	115.93
1100 7033 70900 00 Social Security Tax	32,802.00	0.00	40,392.57	(7,590.57)	123.14
EMS Expenses	615,562.00	4,364.99	550,264.79	65,297.21	89.39
1100 7034 70101 00 Salary - Building Inspector	88,580.00	7,496.34	92,202.42	(3,622.42)	104.09

Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 6/30/2024

Run: 7/12/2024 at 11:12 AM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
1100 7034 70102 00 Salary, Clerical	31,159.00	2,266.80	31,422.59	(263.59)	100.85
1100 7034 70103 00 Salary - Zoning Enforcement	15,000.00	0.00	840.00	14,160.00	5.60
1100 7034 70117 00 Salary, Electrical Inspector	11,500.00	958.33	11,699.96	(199.96)	101.74
1100 7034 70118 00 Salary, Plumbing Inspector	5,750.00	0.00	4,682.65	1,067.35	81.44
1100 7034 70119 00 Salary, Mechanical Inspector	5,750.00	0.00	4,192.65	1,557.35	72.92
1100 7034 70302 00 Supplies And Expenses	5,250.00	476.72	2,356.78	2,893.22	44.89
1100 7034 70303 00 E-PERMITTING	10,000.00	0.00	972.33	9,027.67	9.72
1100 7034 70328 00 Hydrant Rental	170,000.00	170,000.00	170,000.00	0.00	100.00
Protection Services Expenses	342,989.00	181,198.19	318,369.38	24,619.62	92.82
1100 7041 70101 00 Salaries	69,395.00	15,565.70	69,803.50	(408.50)	100.59
1100 7041 70302 00 Fees And Supplies	1,000.00	729.48	827.80	172.20	82.78
Public Works Administration Expenses	70,395.00	16,295.18	70,631.30	(236.30)	100.34
1100 7042 70101 00 Salaries	49,861.00	3,709.44	50,026.09	(165.09)	100.33
1100 7042 70103 00 Intern	15,000.00	0.00	2,881.00	12,119.00	19.21
1100 7042 70302 00 Fees And Supplies	1,200.00	77.58	803.61	396.39	66.97
Engineering Expenses	66,061.00	3,787.02	53,710.70	12,350.30	81.30
1100 7043 70100 00 Salary, Highway Supervisor	82,820.00	5,847.18	84,628.82	(1,808.82)	102.18
1100 7043 70101 00 Salaries - Public Works	754,559.00	55,975.28	691,194.97	63,364.03	91.60
1100 7043 70104 00 Highway -OT	45,000.00	2,231.81	25,075.03	19,924.97	55.72
1100 7043 70308 00 Vehicle Insurance	19,300.00	0.00	25,563.00	(6,263.00)	132.45
1100 7043 70313 00 Upkeep Of Equipment	100,000.00	13,038.53	113,922.39	(13,922.39)	113.92
1100 7043 70314 00 Oil And Gas	75,000.00	1,345.42	54,215.74	20,784.26	72.29
1100 7043 70330 00 Sand And Gravel	17,000.00	3,648.00	9,352.70	7,647.30	55.02
1100 7043 70331 00 Cold Patch	13,500.00	1,539.40	6,242.60	7,257.40	46.24
1100 7043 70333 00 Other Road Supplies	14,000.00	6,156.42	15,999.77	(1,999.77)	114.28
1100 7043 70334 00 Equipment Rental	2,500.00	0.00	3,272.66	(772.66)	130.91
1100 7043 70335 00 License - Contractual	6,000.00	0.00	6,000.00	0.00	100.00
1100 7043 70336 00 Clothing	6,000.00	2,474.00	2,474.00	3,526.00	41.23
1100 7043 70399 00 Safety And Licensing	5,500.00	800.00	4,913.20	586.80	89.33
Highway Expenses	1,141,179.00	93,056.04	1,042,854.88	98,324.12	91.38
1100 7044 70101 00 Snow Removal - OT	34,000.00	0.00	16,639.06	17,360.94	48.94
1100 7044 70337 00 Equipment And Supplies	54,000.00	4,940.00	55,053.09	(1,053.09)	101.95
Snow Removal Expenses	88,000.00	4,940.00	71,692.15	16,307.85	81.47
1100 7045 70101 00 Salaries	69,589.00	(1,870.44)	69,255.93	333.07	99.52
1100 7045 70104 00 Transfer Station -Sunday OT	7,983.00	7,287.80	7,287.80	695.20	91.29
1100 7045 70309 00 Telephone	800.00	70.50	827.87	(27.87)	103.48
1100 7045 70321 00 Electricity	1,400.00	69.82	2,127.65	(727.65)	151.98
1100 7045 70340 00 Maintenance And Testing	44,000.00	903.63	46,890.42	(2,890.42)	106.57
1100 7045 70341 00 Transfer And Trucking	410,000.00	62,031.78	415,474.42	(5,474.42)	101.34
1100 7045 70350 00 Hazardous Waste Recycling	300.00	0.00	0.00	300.00	0.00
Waste Removal Expenses	534,072.00	68,493.09	541,864.09	(7,792.09)	101.46
1100 7046 70321 00 Electricity	64,000.00	603.58	7,545.69	56,454.31	11.79
Street Lighting Expenses	64,000.00	603.58	7,545.69	56,454.31	11.79
1100 7047 70101 00 Salaries	10,000.00	2,200.00	11,675.00	(1,675.00)	116.75
1100 7047 70302 00 Fees And Supplies	1,800.00	336.60	1,457.61	342.39	80.98
1100 7047 70360 00 Tree Pruning	18,250.00	919.98	16,471.57	1,778.43	90.26
1100 7047 70370 00 Purchase Of Trees	5,000.00	0.00	2,743.50	2,256.50	54.87
Tree Warden Expenses	35,050.00	3,456.58	32,347.68	2,702.32	92.29
1100 7048 70342 00 Town Cemetery And Parade	2,500.00	1,177.74	2,514.42	(14.42)	100.58
Other Public Works Expenses	2,500.00	1,177.74	2,514.42	(14.42)	100.58
1100 7049 70101 00 Cleaning Contracts	60,000.00	5,115.57	44,750.15	15,249.85	74.58
1100 7049 70302 00 Supplies	8,000.00	502.06	4,599.61	3,400.39	57.50
1100 7049 70309 00 Telephone	16,000.00	569.85	6,034.81	9,965.19	37.72
1100 7049 70321 00 Electricity	65,000.00	6,991.44	75,786.30	(10,786.30)	116.59
1100 7049 70324 00 Water	11,000.00	2,692.68	10,711.06	288.94	97.37
1100 7049 70343 00 Heating	50,000.00	740.39	42,190.19	7,809.81	84.38
1100 7049 70344 00 Repairs And Maintenance	65,000.00	4,974.28	78,772.72	(13,772.72)	121.19
1100 7049 70375 00 Landscape	9,000.00	3,837.35	9,367.10	(367.10)	104.08
Public Buildings Expenses	284,000.00	25,423.62	272,211.94	11,788.06	95.85
1100 7060 70456 00 Visiting Nurse/Mental Health	35,000.00	7,000.00	29,000.00	6,000.00	82.86
General Expenses	35,000.00	7,000.00	29,000.00	6,000.00	82.86
1100 7061 70302 00 Fees And Supplies	5,000.00	0.00	0.00	5,000.00	0.00

Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 6/30/2024

Run: 7/12/2024 at 11:12 AM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
1100 7061 70306 00 Tick Tack Force	2,500.00	0.00	0.00	2,500.00	0.00
Animal Control Expenses	7,500.00	0.00	0.00	7,500.00	0.00
1100 7065 70101 00 Salaries	66,867.00	4,875.46	66,866.94	0.06	100.00
1100 7065 70102 00 Meal Site Aid	28,000.00	2,122.54	30,568.23	(2,568.23)	109.17
1100 7065 70201 00 Cleaning Contract	9,096.00	793.00	9,341.00	(245.00)	102.69
1100 7065 70202 00 Wellness Coord.	10,000.00	2,537.50	14,462.50	(4,462.50)	144.63
1100 7065 70302 00 Fees, Supplies & Dues	4,000.00	365.10	4,961.96	(961.96)	124.05
1100 7065 70305 00 Advertising	2,500.00	250.00	2,166.00	334.00	86.64
1100 7065 70309 00 Telephones	500.00	10.67	107.29	392.71	21.46
1100 7065 70321 00 Electricity	4,500.00	0.00	0.00	4,500.00	0.00
1100 7065 70324 00 Water	1,345.00	264.72	1,267.44	77.56	94.23
1100 7065 70341 00 Trash Removal	466.00	37.00	557.00	(91.00)	119.53
1100 7065 70343 00 Heat	5,000.00	0.00	3,930.94	1,069.06	78.62
1100 7065 70344 00 Repairs & Maintenance	6,720.00	1,616.91	6,512.32	207.68	96.91
1100 7065 70380 00 Program	10,000.00	1,207.22	5,709.17	4,290.83	57.09
Total Expenses	148,994.00	14,080.12	146,450.79	2,543.21	98.29
1100 7070 70100 00 Salary, Library Director	87,182.00	6,308.26	87,182.60	(0.60)	100.00
1100 7070 70101 00 Salaries	186,552.00	13,020.20	176,041.33	10,510.67	94.37
1100 7070 70104 00 Library-OT	600.00	0.00	114.84	485.16	19.14
1100 7070 70302 00 Fees And Supplies	8,500.00	43.39	9,752.72	(1,252.72)	114.74
1100 7070 70308 00 Insurance	20,694.00	0.00	20,694.00	0.00	100.00
1100 7070 70309 00 Telephone	750.00	138.31	894.57	(144.57)	119.28
1100 7070 70310 00 Equipment	1,000.00	0.00	874.92	125.08	87.49
1100 7070 70321 00 Electricity	10,500.00	9,826.58	32,769.05	(22,269.05)	312.09
1100 7070 70343 00 Heating	7,000.00	0.00	12,468.27	(5,468.27)	178.12
1100 7070 70344 00 Repairs And Maintenance	15,000.00	515.52	16,387.65	(1,387.65)	109.25
1100 7070 70345 00 Computer Repairs And Maintenance	10,000.00	0.00	13,570.38	(3,570.38)	135.70
1100 7070 70351 00 Books And Periodicals	19,000.00	0.00	19,251.74	(251.74)	101.32
1100 7070 70352 00 Books - State Aid	120,781.00	10,452.51	118,698.50	2,082.50	98.28
1100 7070 70354 00 Construction move	0.00	156.30	2,664.79	(2,664.79)	0.00
1100 7070 70355 00 CREDITS (LIB SALES & GIFTS)	0.00	(189.03)	(8,076.41)	8,076.41	0.00
1100 7070 70356 00 Library Renovation	0.00	0.00	776.97	(776.97)	0.00
1100 7070 70375 00 Landscaping	2,500.00	0.00	0.00	2,500.00	0.00
Library Expenses	490,059.00	40,272.04	504,065.92	(14,006.92)	102.86
1100 7080 70101 00 Salary- Recreation Director	78,294.00	6,022.64	78,294.32	(0.32)	100.00
1100 7080 70102 00 Salaries- Recreation Staff	255,447.00	19,088.62	226,010.35	29,436.65	88.48
1100 7080 70104 00 Salaries -Teen Center Support Staff	16,720.00	1,984.75	18,564.76	(1,844.76)	111.03
1100 7080 70105 00 Seasonal Support Staff	134,103.00	21,055.19	135,038.81	(935.81)	100.70
1100 7080 70112 00 Recreation - OT	3,000.00	0.00	2,072.28	927.72	69.08
1100 7080 70302 00 Supplies	6,200.00	784.92	5,852.67	347.33	94.40
1100 7080 70305 00 Advertising	3,000.00	642.00	5,754.00	(2,754.00)	191.80
1100 7080 70308 00 Vehicle Insurance	10,000.00	0.00	10,000.00	0.00	100.00
1100 7080 70309 00 Telephone	1,900.00	357.08	1,889.29	10.71	99.44
1100 7080 70310 00 Equipment	4,500.00	1,985.75	5,871.50	(1,371.50)	130.48
1100 7080 70314 00 Gas And Oil	11,000.00	579.23	9,407.37	1,592.63	85.52
1100 7080 70321 00 Electricity	31,000.00	3,177.49	27,218.44	3,781.56	87.80
1100 7080 70322 00 Fort Getty Water Removal	10,500.00	2,200.00	11,725.00	(1,225.00)	111.67
1100 7080 70323 00 Shores Beach/Sanitary Facilities	5,000.00	0.00	5,000.00	0.00	100.00
1100 7080 70324 00 Water	13,000.00	27.35	16,267.05	(3,267.05)	125.13
1100 7080 70341 00 Trash Removal	12,000.00	3,072.00	12,064.00	(64.00)	100.53
1100 7080 70344 00 Repairs, Maintenance And Impro	24,000.00	6,040.92	31,464.43	(7,464.43)	131.10
1100 7080 70345 00 Eldred Ave. Field Improvements	25,611.00	5,032.80	25,594.30	16.70	99.93
1100 7080 70382 00 Summer Program	3,500.00	999.00	5,349.00	(1,849.00)	152.83
1100 7080 70383 00 Winter Program	1,200.00	0.00	402.59	797.41	33.55
Parks, Beaches & Recreation Expenses	649,975.00	73,049.74	633,840.16	16,134.84	97.52
1100 7090 70504 00 Payment Of Principal - Town	1,272,206.00	127,206.00	1,272,206.00	0.00	100.00
1100 7090 70505 00 Payment Of Interest - Town	274,362.00	2,575.95	274,948.29	(586.29)	100.21
1100 7090 70506 00 School- Principal	255,000.00	0.00	255,000.00	0.00	100.00
1100 7090 70507 00 School - Interest	141,838.00	0.00	138,575.52	3,262.48	97.70
Debt Service Expenses	1,943,406.00	129,781.95	1,940,729.81	2,676.19	99.86
1100 7092 70527 00 Incidentals And Emergencies	50,000.00	309.90	17,154.20	32,845.80	34.31
1100 7092 70530 00 Conservation Commission	2,200.00	0.00	6,475.00	(4,275.00)	294.32
1100 7092 70533 00 Eastern RI Conservation District	2,000.00	0.00	2,000.00	0.00	100.00
1100 7092 70550 00 CHAMBER OF COMMERCE	4,000.00	0.00	4,138.89	(138.89)	103.47
Other Expenses	58,200.00	309.90	29,768.09	28,431.91	51.15
Total Department Expenses	12,211,735.00	1,127,759.97	11,530,590.16	681,144.84	94.42



TOWN OF JAMESTOWN
P.O. Box 377
93 Narragansett Ave.
JAMESTOWN, RHODE ISLAND 02835

Planning Office (401) 423-7210

**TOWN OF JAMESTOWN
JAMESTOWN PLANNING COMMISSION
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN PLANNING COMMISSION UNDER UNIFIED DEVELOPMENT REVIEW PER RIGL: § 45-23-50.1. WILL HOLD A PUBLIC HEARING JULY 17, 2024, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, RHODE ISLAND AT 6:30 PM UPON THE FOLLOWING:

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.

**BY THE ORDER OF THE PLANNING COMMISSION MICHAEL SWISTAK, CHAIR
AND LISA BRYER, TOWN PLANNER**

THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.

The public is invited to observe and participate in the deliberations of this meeting, in person at Town hall.

To view this meeting live stream with no interaction, please visit the following link:
<https://jamestownri.gov/how-do-i/watch-live-streamed-town-meetings>

PLEASE NOTE: All correspondence you wish the Planning Commission to consider on any of the above matter must be received by the Planning Department no later than July 10, 2024. Email to ckolb@jamestownri.net or via drop box located on the West Street side entrance of Town Hall or by regular mail 93 Narragansett Avenue, Jamestown, RI 02835.

The meeting location is accessible to the physically challenged. Hearing or speech impaired individuals requiring the services of an interpreter should call 1-800-745-5555 not less than 3 business days prior to the meeting.

**AGREEMENT by and between the STATE OF RHODE ISLAND DEPARTMENT OF
TRANSPORTATION and the TOWN OF JAMESTOWN for the GRATIS TRANSFER
OF STREETLIGHT FACILITIES**

This Gratis Transfer Agreement (“Agreement”) is made this _____ day of _____, 2024 by and between the **Town of Jamestown**, a municipal entity within the State of Rhode Island (the “Town”), with its principle office located at 93 Narragansett Avenue, Jamestown, Rhode Island 02835, and the **STATE OF RHODE ISLAND DEPARTMENT OF TRANSPORTATION**, an agency of the State of Rhode Island with a principle office located at 2 Capitol Hill, Providence, Rhode Island (the “RIDOT”), for the gratis transfer of ownership upon the terms hereinafter set forth, of certain streetlights located on state roads within the Town of Jamestown and hereinafter called the “Facilities” and more specifically described in Exhibit A attached hereto and made a part hereof.

WHEREAS, in the interest of public safety, RIDOT will assume exclusive ownership and maintenance costs and obligations associated with the Facilities regardless of any other maintenance contracts which may exist between the Town and a third party either prior to, or as of, the date of this Agreement. The purpose and intent of this Agreement is for RIDOT to assume ownership and maintenance costs and obligations of only those streetlights which are located on state roads within the Town of Jamestown. RIDOT will not assume ownership and maintenance responsibilities for any streetlight which is not located on a state road, regardless of whether or not such streetlight is included in Exhibit A, attached hereto.

NOW THEREFORE, in consideration of the above, and in exchange for good and valuable consideration in the amount of One Dollar (\$1.00) the receipt and sufficiency of which is hereby acknowledged, RIDOT and the Town hereby agree as follows:

1. Town shall convert the Facilities to light emitting diode (LED) technology. For purposes of this Agreement, the term Facilities shall not include any streetlight control systems other than photocell sensors.
2. Town shall transfer all of its rights, titles and interests in the Facilities to RIDOT free and clear of any encumbrances, maintenance contracts, agreements, or liens. The parties acknowledge and agree that as of the Closing Date, RIDOT shall have exclusive control over the Facilities so transferred and that such exclusive control shall include without limitation, RIDOT’s right to deenergize, discontinue and/or shut off any Facilities that are illuminating state roads.
3. As of the Closing Date (as defined below), RIDOT shall assume the full cost of all maintenance responsibilities and obligations associated with ownership of the Facilities, including, without limitation, those contemplated by this Agreement. More specifically, RIDOT’s maintenance obligations of the Facilities shall include the following:
 - a. RIDOT shall maintain the light fixture, arm, and wiring up to the connection point.
 - b. RIDOT shall not maintain any streetlight control systems except photocell sensors.

- c. To the extent that any control systems exist on, or are attached to, the Facilities, the Town shall, at its own expense, remove the control system and install a photocell sensor prior to the Closing Date.
4. RIDOT shall pay to Town nominal consideration of One Dollar (\$1.00) for the Facilities. The Parties acknowledge that such consideration is legally sufficient for the transfer of ownership in and to the Facilities.
5. This Agreement shall not take effect until both parties and National Grid have signed the Consent to Transfer of Agreement, attached hereto as Exhibit D.
6. **CLOSING:** The closing for the transfer of ownership of the Facilities (“Closing”) shall occur on or about _____, 2024 or such other date as may be mutually agreed by the Parties (“Closing Date”). At or before the Closing, the Town and RIDOT shall execute a Bill of Sale for the Facilities, as set forth below.
7. **LIENS AND ENCUMBRANCES:** Town represents to RIDOT that the Facilities are free from any and all liens and encumbrances and are in good and proper working order. Town shall pay for and indemnify RIDOT from and against any and all costs and liabilities incurred as a result of any lien, encumbrance, malfunction or dis-repair of the Facilities.
8. **BILL OF SALE:** Town shall execute a Bill of Sale transferring all right, title and interest in the Facilities to RIDOT in the form attached hereto as Exhibit B.

9. ATTACHMENT RIGHTS

a. **DEMARCATIION OF OWNERSHIP:** The point of ownership demarcation shall be deemed to be the existing connection point where the applicable streetlight Facility is energized from the electric distribution system (“Connection Point”). The Narragansett Electric Company, d/b/a National Grid (“National Grid”) shall retain ownership of the electric distribution system up to and including the Connection Point. RIDOT shall own the streetlighting system from the Connection Point to the luminaire inclusive of the Facilities.

b. **THIRD PARTY LIGHTING:** Lighting facilities (including, without limitation poles, standards, arms, brackets, wires, cable, conductor, conduit, foundations, and luminaires) owned by National Grid and used to provide regulated lighting services to independent third-party customers (“Third Party Lighting Asset” or collectively, the “Third Party Lighting Assets”) shall not be included in the Facilities that are being transferred to RIDOT through this Agreement. The transfer of Facilities shall exclude

facilities upon which Third Party Lighting Assets are attached, physically and/or electrically.

c. **JOINT USE INFRASTRUCTURE:** RIDOT understands that some of the Facilities are currently installed or otherwise coexist (“Coexisting Facilities”), in whole or in part, on or within National Grid’s conduit, vaults, or other National Grid facilities, assets or infrastructure (“Joint-Use Structures”), and that such Coexisting Facilities shall not be separated from the Joint Use Structures prior to Closing.

d. **ATTACHMENT RIGHTS:** Pursuant to and consistent with the requirements of R.I.G.L. § 39-30-1, *et seq.*, National Grid has previously granted the Town attachment rights to use, and attach the Facilities to, National Grid’s support infrastructure and electric distribution system, pursuant to the terms of the Agreement for Customer-Owned Street and Area Lighting Attachments between the Narragansett Electric Company d/b/a National Grid and the Town of Jamestown (“Attachment Agreement”), attached hereto as Exhibit C. All rights previously granted to Town by virtue of the Attachment Agreement shall terminate upon the effective date of this Agreement pursuant to the terms and provisions of the Consent to Transfer of Facilities attached hereto as Exhibit D.

e. **EASEMENT/ACCESS RIGHTS:** To the extent that the Town has been granted non-exclusive right easement rights, in common with National Grid, for the purpose of maintaining and operating the Facilities under any existing easements, licenses, grants of location or access agreements associated with said Facilities, the Town hereby agrees to assign such easement rights to RIDOT, to the extent assignable and allowed by such easements, licenses, grants of location or access agreements without any warranties or representations whatsoever.

10. MISCELLANEOUS

a. **GOVERNING LAW:** This Agreement shall be governed by, performed, and construed in accordance with the laws of the State of Rhode Island without regard to the conflicts of law principles contained therein.

b. **PRIOR AGREEMENTS:** This Agreement constitutes the entire agreement between the Parties relating to the subject matter hereof and supersedes all previous agreements, discussions, communications, and correspondence. Any prior agreements, promises, negotiations, or representations not set forth in this Agreement are of no force or effect.

c. **ASSIGNMENT, MODIFICATION:** This Agreement and the rights and obligations set forth herein shall not be assigned by either Party without the written agreement of both Parties. This Agreement may not be amended or modified except in a

writing signed by both Parties, and shall inure to and be binding upon the Parties and their respective successors and assigns.

d. **SEVERABILITY:** If any provision of this Agreement is held invalid by any court or body of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect.

e. **NOTICE:** Any notice given under this Agreement shall be in writing and shall be hand delivered, sent by registered or certified mail, delivered by a reputable overnight courier, or sent by facsimile with electronic confirmation of receipt, to the other party's representative as follows:

RIDOT :
Office of the Director
R.I. Department of Transportation
Two Capitol Hill
Providence, Rhode Island 02903
Attention: Outdoor Lighting & Attachments

Town of Jamestown :
93 Narragansett Avenue
Jamestown, RI 02835
Attention: _____

10. TOWN COUNCIL APPROVAL

a) This Agreement shall take effect when it has been executed by a duly authorized representative of both Parties and it has been approved by majority vote of the Jamestown Town Council, or otherwise approved in accordance with local rules, charters, ordinances and/or regulations, of the Town of Jamestown and executed by an individual having the power, legal capacity, and binding authority to enter into this Agreement on behalf of the Town of Jamestown. The Jamestown Town Council Resolution or other document approving this Agreement and authorizing the Town's execution of same shall be attached hereto and made part of this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the effective date set forth above

TOWN OF JAMESTOWN:

By: _____

Date: _____

Print Name: _____

Title: _____

Notary

In _____ on this ____ day of _____, 2024, before me personally appeared _____ to me known and known by me to be the _____ (Title) for the Town of Jamestown who executed the forgoing instrument and he acknowledged said instrument by him so executed to be his free act and deed in his said capacity and the free act and deed of the Town of Jamestown.

Notary Signature

(Seal)

Notary (Print)
Commission Expires: _____

RHODE ISLAND DEPARTMENT OF TRANSPORTATION:

By: _____
Peter Alviti, Jr. P.E., Director

Date: _____

Notary

In _____ on this _____ day of _____, 2024, before me personally appeared Peter J. Alviti, Jr., P.E. to me known and known by me to be the Director of the Rhode Island Department of Transportation who executed the forgoing instrument and he acknowledged said instrument by him so executed to be his free act and deed in his said capacity and the free act and deed of the State of Rhode Island Department of Transportation.

(Seal)

Notary Signature

Notary (Print)
Commission Expires: _____

EXHIBIT B

BILL OF SALE between the STATE OF RHODE ISLAND DEPARTMENT OF TRANSPORTATION and the TOWN OF JAMESTOWN for the GRATIS TRANSFER OF STREETLIGHTS FACILITES

This Bill of Sale is entered into between the Town of Jamestown, a municipality with its principal place of business of 93 Narragansett Avenue, Jamestown, Rhode Island (“Grantor”) and the State of Rhode Island Department of Transportation (“Grantee”) with a principal place of business of 2 Capitol Hill, Providence, Rhode Island, pursuant to a certain Gratis Transfer Agreement executed by the Parties on _____. Wherefore Grantor, in consideration of One Dollar (\$1.00) paid by Grantee, the receipt and sufficiency of which is hereby acknowledged, does hereby transfer and assign all its right, title and interest unto Grantee in and to the Facilities listed in Exhibit A attached hereto.

In witness whereof, the Town of Jamestown has caused these presents to be signed by its duly authorized representative and acknowledges the same to have the legal authority to execute this Bill of Sale on the Town’s behalf, having been granted such authority by formal resolution of the Town Council and/or other authority as required in accordance with applicable state law, rule, regulation and/or local code, ordinance and/or municipal charter. The resolution approving said representative’s authority to execute this Bill of Sale on behalf of the Town, or other evidencce of his/her binding authority, if applicable, is attached hereto as Appendix 1.

GRANTOR: TOWN OF JAMESTOWN

By: _____

Date: _____

Print Name: _____

Title: _____

Notary

In _____ on this _____ day of _____, 2024, before me personally appeared Edward Mello to me known and known by me to be the Town Administrator who executed the forgoing instrument and he acknowledged said instrument by him so executed to be his free act and deed in his said capacity and the free act and deed of the Town of Jamestown.

Notary Signature

(Seal)

Notary (Print)

Commission Expires: _____

GRANTEE: STATE OF RHODE ISLAND DEPARTMENT OF TRANSPORTATION

By: _____

Peter Alviti, Jr., P.E., Director of RIDOT

Date: _____

Notary

In _____ on this _____ day of _____, 2024, before me personally appeared Peter J. Alviti, Jr., P.E. to me known and known by me to be the Director of the Rhode Island Department of Transportation who executed the forgoing instrument and he acknowledged said instrument by him so executed to be his free act and deed in his said capacity on behalf of the State of Rhode Island.

Notary Signature

(Seal)

Notary (Print)

Commission Expires: _____

**BILL OF SALE between the STATE OF RHODE ISLAND DEPARTMENT OF
TRANSPORTATION and the Town of Jamestown
for the GRATIS TRANSFER OF STREETLIGHTS FACILITIES**

58

Tariff Rate	Pre-Transfer Customer Name	Component Subtype	Component Style	Component Material	NGrid Route No	X-Coordinate (Where available)	Y-Coordinate (Where available)
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	15	802174	4599373
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	15	801673	4599170
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	15	801325	4597502
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	15	801151	4596498
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29		
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803247	4600307
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803262	4600424
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803287	4600511
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803340	4600576
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803386	4600611
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803410	4600664
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29		
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803438	4600835
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803431	4600996
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803427	4601110
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	29	803423	4601185
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803241	4602540
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803244	4602650
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803250	4602838
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803256	4603026
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803262	4603175
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803266	4603251
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803273	4603584
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803172	4604897
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803299	4605894
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803331	4606072
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803342	4606283
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803324	4606505
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803316	4606615
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803300	4606806
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803272	4606928
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803274	4607268
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803196	4607385
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803180	4607489
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803141	4607744
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803121	4607869
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803095	4608029
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803097	4608198
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803075	4608334
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	803021	4608425
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	802912	4608518
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	802735	4608566
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	59	802490	4608527
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	60	803219	4603574
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	83	802331	4599381

S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	83 802513	4599390
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	83 802630	4599396
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	83 802814	4599407
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	83 802986	4599421
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 803223	4600225
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 803161	4600222
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 803042	4600212
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802975	4600206
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802908	4600200
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802873	4600207
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802620	4600191
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802566	4600186
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802485	4600182
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802357	4600174
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802235	4600165
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802120	4600157
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 802023	4600151
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 801869	4600143
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 801782	4600131
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 801746	4600127
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	118 801712	4600124
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802615	4600292
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802610	4600392
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802603	4600521
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802595	4600681
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802591	4600769
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802572	4601329
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802534	4601645
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802533	4602169
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802519	4602326
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802472	4603465
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	126 802468	4603552
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	166 802542	4600007
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	166 802441	4599811
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	166 802327	4599589
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	166 802250	4599440
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	186 803237	4599837
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	186 803255	4599757
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	186 803284	4599593
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	186 803293	4599442
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	186 803284	4599223
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	186 803278	4599041
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	186 803283	4598884
S-05	JAMESTOWN TOWN OF	X-Horizontal	Roadway	LED	186 803286	4598762

EXHIBIT D

CONSENT TO TRANSFER OF FACILITIES

THIS CONSENT to TRANSFER of FACILITIES (the "Agreement") is made and entered into as of the _____ day of _____, 2024, (the "Effective Date"), by and among the **Town of Jamestown** having its principal place of business at 93 Narragansett Avenue, Jamestown, Rhode Island 02835 ("Transferor"); the **State of Rhode Island Department of Transportation**, having its principal place of business at Two Capitol Hill, Providence, Rhode Island (the "Transferee"); and **The Narragansett Electric Company d/b/a Rhode Island Energy**, a Rhode Island corporation having its principal place of business at 280 Melrose Street, Providence, RI 02907 ("Rhode Island Energy").

RECITALS

WHEREAS, the Narragansett Electric Company d/b/a Rhode Island Energy (formerly Narragansett Electric Company d/b/a National Grid) and Transferor entered into that certain Agreement for Customer-Owned Street and Area Lighting Attachments dated as of October 8, 2021, and certain schedules, exhibits, addenda, amendments, and attachments thereto (collectively, the "Attachment Agreement") related to, among other things, the conditions surrounding Transferor's attachment of certain Facilities to Poles which are either Jointly Owned or solely owned by Rhode Island Energy; and

WHEREAS, Transferee is acquiring certain Facilities as described in Exhibit A hereto (the "Transferred Facilities") from Transferor pursuant to a Gratis Transfer Agreement between Transferor and Transferee dated _____ (the "Gratis Transfer Agreement"), and the Transferee desires to continue to operate the Transferred Facilities starting on the Effective Date of the Transfer; and

WHEREAS, the Transferred Facilities are subject to the Attachment Agreement; and

WHEREAS, in order for the Transferee to operate the Transferred Facilities on the Poles, the parties have agreed that, in accordance with terms of this Agreement, Rhode Island Energy shall consent to the Transfer of the Transferred Facilities provided that Transferee shall enter into Rhode Island Energy's current form of Agreement for Customer-Owned Street and Area Lighting Attachments (the "New Attachment Agreement") for the Transferred Facilities.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

1. **Definitions.** Capitalized terms used but not otherwise defined in this Agreement shall have the same meanings as set forth in the Attachment Agreement.

2. **Termination of Transferor's Rights.** As of the Effective Date, except as otherwise provided herein, and exclusively as it pertains to the Transferred Facilities, Rhode Island Energy and the Transferee acknowledge and agree that the rights and license granted to Transferor with respect to the Transferred Facilities under the Attachment Agreement shall fully and finally terminate.

3. **Consent of Rhode Island Energy.** Rhode Island Energy consents to the Transfer by Transferor to Transferee, provided that prior to or on the Effective Date, the following conditions have been satisfied:

(a) Transferee has executed a New Attachment Agreement as it pertains to the Transferred Facilities (including all exhibits and attachments); and

(b) Transferee has provided Rhode Island Energy proof of insurance as required by the New

Attachment Agreement.

4. **Effect on Attachment Agreement; Obligations of Transferor.** Transferor and Transferee acknowledge and agree that, except as otherwise expressly stated herein, neither the Gratis Transfer Agreement or this Agreement (the "Transfer Documents") create any obligations or liabilities on the part of Rhode Island Energy, nor do the Transfer Documents amend, waive, modify or alter the Attachment Agreement or any of Rhode Island Energy's rights under the Attachment Agreement. Notwithstanding anything to the contrary in this Agreement, all obligations of Transferor under the Attachment Agreement that expressly or by their nature survive the Transfer shall continue in full force and effect as to Transferor. For purposes of clarity all of the obligations of the Transferor under the Attachment Agreement will remain in full force and effect for all other Facilities that are not Transferred Facilities.

5. **Previous Payments.** Transferor and Transferee acknowledge and agree that all sums of money paid to Rhode Island Energy related to the Attachment Agreement are and shall remain the sole property of Rhode Island Energy, and that neither Transferor nor Transferee shall have any rights thereto.

6. **Representations and Warranties.** Each of the Transferor, Transferee, and Rhode Island Energy makes the following representations and warranties as of the Effective Date and solely as to itself, which shall survive the execution and delivery of this Agreement and the consummation of the transactions contemplated hereby that: (i) such party is duly organized or formed, validly existing and in good standing under the laws of the jurisdiction of its organization or formation; (ii) such party has the necessary power and is authorized to enter into this Agreement and perform the obligations imposed by this Agreement; (iii) that this Agreement, when executed by the duly authorized representatives of each party, represents a valid, binding, and enforceable legal obligation of the party; (iv) by entering into this Agreement, such party is not breaching any other agreement such party has entered into; (v) each individual signing this Agreement has been duly authorized to do so on behalf of the party that he or she represents. Transferor and Transferee further represent that each has made its own independent decision to enter into this Agreement and as to whether this Agreement is appropriate or proper for it based on its own independent judgment.

7. **Governing Law.** This Agreement and all matters related to the validity, construction, interpretation, and enforcement of this Agreement shall be governed by the internal laws of the State of Rhode Island.

8. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which will be deemed original, but all of which taken together shall constitute one and same instrument. The Parties hereto agree that they will each execute such documents and take such actions as are necessary to carry out the terms and provisions of this Agreement.

(Signatures on the Following Page)

IN WITNESS WHEREOF, the undersigned have duly executed and delivered this Agreement effective as of the Effective Date.

Transferor:

Transferee:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

**The Narragansett Electric Company
d/b/a Rhode Island Energy:**

By: _____

Name: _____

Title: _____

Date: _____



Office of the Town Planner MEMORANDUM

TO: The Honorable Town Council, Nancy Beye, President
Edward A. Mello, Town Administrator

FROM: Lisa W. Bryer, AICP, Town Planner

RE: Request for Award of Bid and Contract - Jamestown
2024 Comprehensive Plan to Weston and Sampson

DATE: July 8, 2024

The Jamestown Comprehensive Plan was adopted by the Town Council on April 6, 2015 and approved by the State of Rhode Island, Statewide Planning Department to be in effect until May 14, 2025. This document was prepared by the Town Planner with assistance by the Planning Commission with public input. After having prepared 2 previous Comprehensive Plans in-house, it seemed prudent to have the assistance of a consultant given the current project and application load in the Planning Department. Completing this document is generally a three-year process in house and using a consultant we expect to have a completed Plan within a year.

The Planning Department has already completed the Community Survey, a process which has always kicked off the Comprehensive Plan update process. This has provided a cost savings for the project of \$5,700.

The Comprehensive Plan was advertised/published for bid on 2/16/24, where bids were due on 3/28/24. One consultant presented a bid for the project and this bid was responsive as follows:

- Weston and Sampson Engineers, Inc., Foxboro, MA - \$\$152,000 (reduced from \$157,700)

The Town has \$120,000 remaining in the capital "Planning and Development Documents" fund. In addition, the necessary mapping will come from the capital fund for GIS mapping in the amount of \$15,000 as there are a number of maps that need update. I propose that the final \$17,000 come from the FY 25-26 "Planning and Development Documents" budget. The annual request for the "Planning and Development Documents" has been between \$20 and \$30,000 and the 6-year capital budget submitted this year (FY 2025-2030) requested \$30,000 for each of the next 5 years. This line item was zero funded this year.

Based on the submitted bid, I am recommending award of the bid and contract for the Jamestown Comprehensive Plan to Weston and Sampson Engineers, Inc., Foxboro, MA in an amount not to exceed \$152,000.

C: Roberta Fagan, Town Clerk
Christina Collins, Finance Director

Enclosure: Contract (including scope)

AGREEMENT FOR ENGINEERING SERVICES
BY AND BETWEEN THE
TOWN OF JAMESTOWN, RI
AND
WESTON & SAMPSON ENGINEERS, INC.

THIS AGREEMENT is made this _____ 9th day of July 2024, by and between the Town of Jamestown, RI, acting herein by and through its _____, hereinafter called the OWNER and WESTON & SAMPSON ENGINEERS, INC., with offices at 55 Walkers Brook Drive, Suite 100, Reading, Massachusetts 01867, hereinafter called the ENGINEER.

WITNESSETH, for the consideration hereinafter set forth, the parties hereto agree as follows:

ARTICLE 1 - ENGAGEMENT OF THE ENGINEER AND STANDARD OF CARE

- 1.1 THE OWNER hereby engages the ENGINEER, and the ENGINEER hereby accepts the engagement to perform certain professional engineering services for the Jamestown Comprehensive Plan hereinafter called the PROJECT.
- 1.2 The ENGINEER's services shall be performed in a manner consistent with that degree of skill and care ordinarily exercised by practicing design professionals performing similar services in the same locality, at the same site and under the same or similar circumstances and conditions. The ENGINEER makes no other representations or warranties, whether expressed or implied, with respect to the services rendered hereunder.

ARTICLE 2 - SCOPE OF SERVICES

See Attachment A, which is the scope of work provided to the OWNER by the ENGINEER on March 28, 2024 with updates as requested by the Town.

ARTICLE 3 - RESPONSIBILITIES OF THE OWNER

The OWNER, without cost to the ENGINEER, shall do the following in a timely manner so as not to delay the services of the ENGINEER:

- 3.1 Designate in writing a person to act as the OWNER 's representative with respect to work to be performed under this AGREEMENT, such person to have complete authority to transmit instructions, receive information, interpret and define the OWNER's policies and decisions with respect to materials, equipment elements and systems pertinent to the work covered by this AGREEMENT.
- 3.2 Through its officials and other employees who have knowledge of pertinent conditions, confer with the ENGINEER regarding both general and special considerations relating to the PROJECT.

- 3.3 Assist the ENGINEER by placing at the disposal of the ENGINEER, all available information pertinent to the PROJECT including previous reports and any other data relative to design or construction of the PROJECT.
- 3.5 Arrange for access to and make all provisions for the ENGINEER to enter upon public and private lands as required for the ENGINEER to perform its work under this AGREEMENT.
- 3.6 Furnish the ENGINEER all needed property, boundary and right-of-way maps.
- 3.7 Cooperate with and assist the ENGINEER in all additional work that is mutually agreed upon.
- 3.8 Pay the ENGINEER for work performed in accordance with the terms specified herein.
- 3.9 Select a Public Participation Coordinator (PPC) to develop, organize and implement the public information and participation efforts.
- 3.10 Provide all criteria and full information as to OWNER's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations; and furnish copies of all design and construction standards, which OWNER will require to be included in the Drawings and Specifications.
- 3.11 Examine all studies, reports, sketches, Drawings, specifications, proposals and other documents presented by ENGINEER, obtain advice of an attorney, insurance counselor and other consultants, as OWNER deems appropriate for such examination, and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of the ENGINEER.
- 3.12 Give prompt written notice to ENGINEER whenever OWNER observes or otherwise becomes aware of any development that affects the scope or timing of ENGINEER's services or any defect or non-conformance of the work of any Contractor(s).
- 3.13 Submit to ENGINEER the proposed language of certifications, affidavits and/or assignments requested of ENGINEER or ENGINEER's independent contractors and consultants for review and approval at least 14 days prior to execution. OWNER shall not request certifications and/or affidavits that would require expertise, knowledge or services beyond the scope of this AGREEMENT.

ARTICLE 4 - TIME OF PROJECT

- 4.1 The ENGINEER will initiate work under this AGREEMENT following formal acceptance of this AGREEMENT by the OWNER. The ENGINEER agrees to provide services for the estimated duration of work, starting on or before July 9, 2024 and concluding by October 31, 2025.

- 4.2 If the specific periods of time for services provided under this AGREEMENT are changed through no fault of the ENGINEER, the rates and compensation provided for herein shall be subject to equitable adjustment.
- 4.3 If ENGINEER's services are delayed or suspended in whole or in part by the OWNER for more than three months through no fault of the ENGINEER, ENGINEER shall be entitled to an equitable adjustment of the rates and compensation to be paid herein.

ARTICLE 5 - PAYMENTS TO THE ENGINEER

- 5.1 For services performed under this AGREEMENT, the OWNER agrees to pay the ENGINEER the lump sum fee of \$152,000 for the scope of services described in Article 2 of this AGREEMENT. Fees for this PROJECT shall be billed monthly as they accrue based upon the services performed as a percent of the total lump sum fee. The OWNER agrees to make payment to the ENGINEER within thirty (30) days of the invoice date.
- 5.2 If the OWNER fails to make any payment due the ENGINEER for services and expenses within thirty (30) days after receipt of the ENGINEER'S statement therefore, the ENGINEER may, after giving seven (7) days' written notice to the OWNER, suspend services under this AGREEMENT. Unless the ENGINEER receives payment within seven (7) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the ENGINEER shall have no liability to the OWNER for delay or damage caused the OWNER because of such suspension of services.

ARTICLE 5A – CREDIT CARD PAYMENTS

- 5A.1 Credit cards shall not be allowed as a payment method.

ARTICLE 6 - INSURANCE

6.1 General Liability Insurance

The ENGINEER shall secure and maintain, for the duration of this PROJECT, the following General Liability Insurance policy or policies at no cost to the OWNER. With respect to the operations the ENGINEER performs, the ENGINEER shall carry Commercial General Liability Insurance for bodily injury, death, and property damage in the amount of \$6,000,000 per occurrence and \$6,000,000 in the aggregate. The general liability limit shall be made up of a primary liability policy with a \$1,000,000 and a \$5,000,000 excess liability policy. The OWNER shall be listed as an additional insured. Waiver of Subrogation shall be in favor of the OWNER and the OWNER shall not waive its right of subrogation. Excess liability or umbrella policies used to fulfill the liability requirements must follow form.

6.2 Automobile Liability Insurance

The ENGINEER shall secure and maintain, for the duration of this PROJECT, Automobile Liability Insurance covering the operation of any motor vehicle, including those hired, non-

owned, borrowed, or used by the ENGINEER in connection with this AGREEMENT, in the amount of \$1,000,000 combined single limit per accident.

6.3 Umbrella Liability Insurance

In addition to the above-mentioned coverage, the ENGINEER shall carry a **minimum of Ten Million Dollar (\$10,000,000)** umbrella liability policy for the duration of the PROJECT.

6.4 Professional Services Liability Insurance

The ENGINEER shall secure, at its own expense, a Professional Services Liability Insurance policy with a limit of \$5,000,000 per claim and in the aggregate, and maintain such policy for the duration of the PROJECT.

6.5 Workers Compensation Coverage

The ENGINEER shall maintain statutory Worker's Compensation insurance coverage for all of its employees at the PROJECT as required by the State of Rhode Island and shall have limits of (a) bodily Injury by accident \$500,000 each accident; (b) bodily injury by disease \$500,000 policy limit; and (c) bodily Injury by disease \$500,000 each employee.

6.6 Additional Insured

OWNER shall be named an additional insured for insurance coverage included in Articles 6.1, 6.2 and 6.3 only.

6.7 Subcontractors

Subcontractors under this agreement shall be required to maintain the same limits as the ENGINEER, including the listing of the OWNER as an additional insured on their liability policy.

ARTICLE 7 - LIMITATION OF LIABILITY AND INDEMNIFICATION

- 7.1 To the fullest extent permitted by law, the total liability in the aggregate, of ENGINEER and its officers, directors, employees, agents, and independent professional associates, and any of them, to the OWNER and any one claiming by, through or under OWNER, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to ENGINEER'S services, the project, or this AGREEMENT, from any cause or causes whatsoever, including but not limited to, the negligence, errors, omissions, strict liability, breach of contract, misrepresentation, or breach of warranty of ENGINEER or its officers, directors, employees, agents or independent professional associates, or any of them, and any causes arising from or related to the COVID-19 pandemic, ***shall not exceed the total compensation received by ENGINEER under this AGREEMENT, or \$50,000, whichever is greater.*** ENGINEER shall have no upfront duty to defend the OWNER but shall reimburse defense costs of the OWNER to the same extent of its indemnity obligation herein.

- 7.2 To the fullest extent permitted by law, and subject to the limitation of liability set forth in 7.1, the ENGINEER agrees to indemnify and hold harmless the OWNER and its officers, directors, employees, agents, and independent professional associates, and any of them, from any claims, losses, damages or expense (including reasonable attorneys' fees) arising out of the death of, injuries, or damages to any person, or damage or destruction of any property, in connection with the ENGINEER'S services under this AGREEMENT to the extent caused by the negligent acts, errors, or omissions of the ENGINEER or its officers, directors, employees, agents or independent professional associates, or any of them.

ARTICLE 8 - EXTENSION OF SERVICES

8.1 Additional Work

In the event the ENGINEER, as requested by the OWNER, is to make investigations or reports on matters not covered by this AGREEMENT, or is to perform other services not included herein, additional compensation shall be paid the ENGINEER as is mutually agreed upon by and between the OWNER and the ENGINEER. Such services shall be incorporated into written amendments to this AGREEMENT, or into a new written AGREEMENT.

8.2 Changes in Work

The OWNER, from time to time, may require changes or extensions in the Scope of Services to be performed hereunder. Such changes or extensions, including any increase or decrease in the amount of compensation, to be mutually agreed upon by and between the OWNER and the ENGINEER, shall be incorporated into written amendments to this AGREEMENT.

8.3 Litigation Support Services

In the event the ENGINEER is to prepare for or appear in any litigation on behalf of the OWNER, additional compensation shall be paid to the ENGINEER.

The OWNER agrees to compensate the ENGINEER for time spent and expenses incurred in preparation for and attendance at meetings and appearances, including depositions. This shall include appearances before the OWNER'S attorney and before the attorney of any other party to the litigation, in addition to all other support services as requested by the OWNER. Additional compensation shall be paid the ENGINEER as is mutually agreed upon by and between the OWNER and the ENGINEER. Such services shall be incorporated into written amendments to this AGREEMENT, or into a new written AGREEMENT.

ARTICLE 9 - OWNERSHIP AND USE OF DOCUMENTS

9.1 Use of Documents

- 9.1.1 All Documents are instruments of service in respect to this Project, and the ENGINEER shall retain an ownership and property interest therein (including the right of reuse at the discretion of the ENGINEER) whether or not the Project is completed. ENGINEER acknowledges that OWNER is subject to and must comply with the relevant requirements of the Access to Public Records Act (38-2-et seq).
- 9.1.2 Copies of Documents that may be relied upon by OWNER are limited to the printed copies (also known as hard copies) that are signed or sealed by the ENGINEER. Files in electronic media format of text, data, graphics, or of other types that are furnished by ENGINEER to OWNER are only for convenience of OWNER. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk.
- 9.1.3 Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it will perform acceptance tests or procedures within 60 days, after which the receiving party shall be deemed to have accepted the data thus transferred. The party delivering the electronic files will correct any errors detected within the 60-day acceptance period. ENGINEER shall not be responsible to maintain documents stored in electronic media format after acceptance by OWNER.
- 9.1.4 When transferring documents in electronic media format, ENGINEER makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by ENGINEER at the beginning of this Project.
- 9.1.5 OWNER may make and retain copies of Documents for information and reference in connection with use on the Project by OWNER. Such Documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the Project or on any other project. Any such reuse or modification without written verification or adaptation by ENGINEER, as appropriate for the specific purpose intended, will be at OWNER's sole risk and without liability or legal exposure to ENGINEER or to ENGINEER's Consultants. OWNER shall indemnify and hold harmless ENGINEER and ENGINEER's Consultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting therefrom.
- 9.1.6 If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.
- 9.1.7 Any verification or adaptation of the Documents for extensions of the Project or for any other project will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

ARTICLE 10 – TERMINATION

- 10.1 The obligation to provide further services under this AGREEMENT may be terminated by either party upon thirty (30) days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.
- 10.2 If the PROJECT is suspended or abandoned in whole or in part for more than three (3) months, the ENGINEER shall be compensated for all services performed prior to receipt of written notice from the OWNER of such suspension or abandonment, together with other direct costs then due and all Termination Expenses as defined in Article 10.4. If the PROJECT is resumed after being suspended for more than three (3) months, the ENGINEER'S compensation shall be equitably adjusted.
- 10.3 In the event of termination by the OWNER under Article 10.1, the ENGINEER will be paid a percentage of the lump sum fee based on work completed on the PROJECT through the completion of services necessary to affect termination, in accordance with the provisions of Article 5 of this AGREEMENT.
- 10.4 In the event of termination by the ENGINEER under Article 10.1, or termination by the OWNER for the OWNER'S convenience, the ENGINEER will be paid a percentage of the lump sum fee based on work completed on the PROJECT through the completion of services necessary to affect termination, plus termination expenses. Payment for services will be in accordance with the provisions of Article 5 of this AGREEMENT. Termination expenses means additional costs of services and other direct costs directly attributable to termination, which shall be an additional amount computed as the costs the ENGINEER reasonably incurs relating to commitments, which had become firm before the termination.

ARTICLE 11 - GENERAL PROVISIONS

11.1 Precedence

The terms and conditions in this AGREEMENT shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding the ENGINEER'S services.

11.2 Severability

If any of the terms and conditions in this AGREEMENT shall be finally determined to be invalid or unenforceable in whole or part, the remaining provisions hereof shall remain in full force and effect, and be binding upon the parties hereto. The parties agree to reform this AGREEMENT to replace any such invalid or unenforceable provision with a valid enforceable provision that comes as close as possible to the intention of the stricken provision.

11.3 Mediation

All claims, disputes or controversies arising between the OWNER and the ENGINEER shall be submitted to non-binding mediation prior to and as a condition precedent to the commencement of any litigation between those parties. The American Arbitration Association, or such other person or mediation service shall conduct the non-binding mediation as the parties mutually agree upon. The party seeking to initiate mediation shall do so by submitting a formal written request to the other party to this AGREEMENT and the American Arbitration Association or such other person or mediation service as the parties mutually agree upon. The costs of mediation shall be borne equally by the parties. All statements of any nature made in connection with the non-binding mediation shall be privileged and will be inadmissible in any subsequent court or other proceeding involving or relating to the same claim. The parties may engage in remote mediation if in-person mediation is not possible or practicable due to the COVID-19 pandemic, or if mutually agreed upon between the parties.

11.4 Subrogation

The OWNER and the ENGINEER waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, but only to the extent covered by any property or other insurance in effect whether during or after the PROJECT. The OWNER and the ENGINEER shall each require similar waivers from their contractors, consultants and agents.

11.5 Consequential Damages

Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the ENGINEER, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty, including costs arising from the COVID-19 pandemic. Both the OWNER and ENGINEER shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in the Project.

11.6 Sole Remedy

Notwithstanding anything to the contrary contained herein, OWNER and ENGINEER agree that their sole and exclusive claim, demand, suit, judgment or remedy against each other shall be asserted against each other's corporate entity and not against each other's shareholders, A/E's, directors, officers or employees.

11.7 Third Party Obligations

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the OWNER or the ENGINEER.

11.8 Statute of Limitations

Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of completion of services performed for acts or failures to act occurring prior to the date of completion of services performed or the completion date contained in this AGREEMENT for acts or failures to acts occurring after the date of completion of services performed. In no event shall such statutes of limitations commence to run any later than the date when the ENGINEER's services are substantially completed.

11.12 Limitation of Engineer's Responsibilities During Construction

The ENGINEER shall not be responsible for the acts or omissions of any Contractor(s), or of any subcontractor(s) or supplier(s), or any of Contractor(s)' or subcontractor(s)' or supplier(s)' agents or employees or any other persons (except ENGINEER's own employees and agents) at the site or otherwise furnishing or performing Contractor(s)' work.

11.13 Engineer Not Responsible for Accuracy of Contractor-Supplied Information Used in Record Drawings

The ENGINEER shall not be responsible for any errors in or omissions in the information provided by Contractor that is incorporated in the record drawings or other record documents. ENGINEER shall not check the Contractor's record drawings information unless included in the scope of the ENGINEER's services contained in Article 2, and then ENGINEER will only be responsible for checking what is not hidden behind walls, in the floor or roof slabs, etc.

11.14 Opinions of Probable Construction Cost

The ENGINEER makes opinions of probable costs using its best judgement as an experienced and qualified professional engineer generally familiar with the construction industry. ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or the Contractor's methods of determining prices, or competitive bidding or market conditions or when the Project will be constructed. ENGINEER cannot and does not guarantee that Contractor's bids or actual construction costs will not vary from opinions of probable construction cost prepared by ENGINEER. If OWNER desires greater assurance as to probable construction cost, OWNER shall employ an independent cost estimator.

11.15 Changed Conditions

If concealed or unknown conditions that affect the performances of the services are encountered, that are not ordinarily found to exist or that differ materially from those

generally recognized as inherent in the services of the character provided for under this AGREEMENT or which could not have reasonably been anticipated, notice by the observing party shall be promptly given to the other party and, if possible before the conditions are disturbed. If the ENGINEER makes the claim, ENGINEER's schedule and compensation shall be equitably adjusted to reflect additions that result from such changed conditions.

11.16 Force Majeure

If delays or failures of performance of the ENGINEER are caused by occurrences beyond the reasonable control of the ENGINEER, the ENGINEER shall not be in default of this AGREEMENT. Said occurrences shall include Acts of God or the public enemy; expropriation or confiscation; compliance with any quarantine or other order of any governmental authority; pandemic; epidemic; public health crisis; labor or materials shortage; changes in law; act of war, rebellion, terrorism or sabotage or damage resulting therefrom; fires, floods, explosions, accidents, riots, strikes or other concerted acts of workmen, whether direct or indirect; delays in permitting; OWNER's failure to provide data in OWNER's possession or provide necessary comments in connection with any required reports prepared by the ENGINEER, or any other causes which are beyond the reasonable control of the ENGINEER. ENGINEER's scheduled completion date shall be adjusted to account for any force majeure delay and ENGINEER shall be compensated for all costs incurred in connection with or arising from a force majeure event or in the exercise of reasonable diligence to avoid or mitigate a force majeure event.

ARTICLE 12 – DISCLOSURE RIGHTS

12.1 OWNER agrees the ENGINEER has the authority to use its name as a client and a general description of the project as a reference for other prospective clients.

ARTICLE 13 – NOTICES

Any notice required under this Agreement will be in writing, addressed to the appropriate party at the address that appears below, and given personally, by registered or certified mail, return receipt requested, by facsimile, or by a nationally recognized overnight courier service. All notices shall be effective upon the date of receipt.

Notices shall be provided to:

Owner:

Name _____

Title _____

Address _____

Engineer:

Name James Riordan

Title Team Leader

Address Weston & Sampson

100 Foxborough Boulevard, Suite 250

Foxborough, MA 02035

ARTICLE 14 – CONTROLLING LAW

This Agreement is to be governed by the law of the principal place of the OWNER.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT the day and year first above written.

ACCEPTED FOR: TOWN

OF JAMESTOWN, RI

WESTON & SAMPSON ENGINEERS, INC.

By Its _____

By:

Blake A. Martin

Blake A. Martin, Vice President

July 9, 2024

DATE

DATE

CERTIFICATION OF AVAILABLE FUNDS

Certification is herewith given that funds are available for payments required by the terms of this AGREEMENT.

By: _____

Date: _____

OWNER Accountant

APPROVED AS TO FORM:

By: _____

Date: _____

OWNER Counsel

A TRUE COPY, ATTEST:

By: _____

Date: _____

OWNER Clerk

OWNER'S Rhode Island Sales and Use Tax Certificate Exemption Number _____

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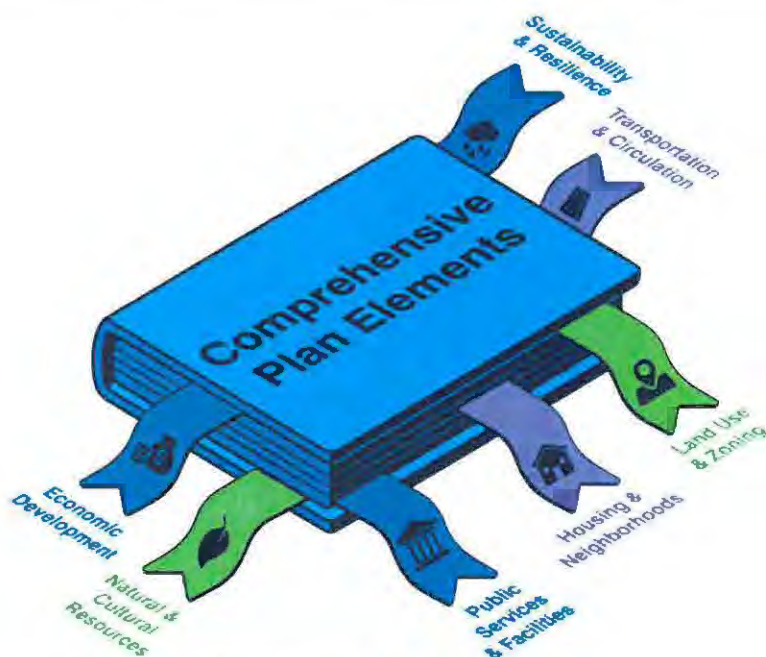


PROJECT UNDERSTANDING

Project Understanding and Approach

Weston & Sampson understands that the comprehensive planning process represents an opportunity to evolve the Town's existing plan into one updated for today and a future Jamestown, and that is cohesive, user friendly and graphically rich. An updated comprehensive plan for Jamestown (herein the "Town") is an enormous and exciting undertaking. Weston and Sampson brings extensive experience in producing high-quality results for Rhode Island communities. We expect to research the most updated data sources and draft new content for this project, as well as GIS maps, infographics, charts, tables, and other visuals to illustrate complicated concepts and improve community understanding.

Our goal is to update the existing plan with a consistent vision and goal framework for Jamestown's future development and land use from the array of data, maps, plans, community opinions and ideas, and staff guidance. Throughout the plan's development, we will keep an eye on implementation to ensure that the final product is clear and actionable. We will also update the regional context for the plan. The result will be a comprehensive plan that is easily understood by the public yet provides clear action steps for decision makers and municipal staff.



A diagram of comprehensive plan elements

Weston & Sampson understands that if we are selected for this project, we will be expected to coordinate all services required, including outreach and communication with Town leadership and community stakeholders, and offer a strong and consistent local presence. We welcome this opportunity. Weston & Sampson has experience working successfully on comprehensive and master planning projects and each member of our staff for this project brings a unique set of planning skills and extensive experience working collaboratively with residents and decision makers. The resulting plan will be one that residents can easily understand and reference, but with the science-based information and technical analysis that decision makers and staff need for planning, programming, and funding.

Our team is very familiar with Rhode Island planning issues and land-use law, and recently amended salient state statutes. We also provide creative approaches to engaging the public, such as the development of graphic visual media to draw the public into the process (see below). Our approach is collaborative, and we look forward to working with the Town, residents, and business owners in the development of an updated Jamestown Comprehensive Plan.

We understand that the Comprehensive Plan Update will meet the following objectives to:

- Formulate a well-crafted growth and development strategy and strategic plan for the next decade that builds on the vision expressed in the 2015 Comprehensive Plan.
- Provide strategies on efficient land use to meet future development needs and include more affordable housing, while maintaining protection for valuable natural resource areas.
- Identify necessary revisions to the current comprehensive plan to align it with the recently updated key State statutes enacted during the 2023 legislative session.
- Incorporate community involvement and public participation.
- Be consistent with the goals, vision, and aspirations of the community.
- Recognize the unique history, attributes, and needs of Jamestown.
- Build on the current Comprehensive Plan and existing studies, surveys, and reports.
- Be consistent with State Guide Plan Elements and the State of Rhode Island requirements for Comprehensive Plans.



Town of Jamestown Attractions: Beavertail State Park (top left), Claiborn Pell Newport Bridge (top right), Windmill Hill Historic District (bottom left), Ft. Getty Campground (bottom right)
(Picture Courtesy: Wikimedia Commons, Library of Congress)

Scope of Work

TASK 1: PROJECT INITIATION AND MANAGEMENT

An important step in delivering the scope of services is establishing and maintaining a schedule at the outset of the project and keeping the lines of communication with Town staff open. As part of this initial task, we also recommend setting up a kick-off meeting with Town staff at the onset of the project post contract execution. We will prepare a draft project work plan and timeline for Town staff to review and comment on before, during, and after the meeting. This work plan and schedule will be a living document throughout the project that will be reviewed regularly, and updated as needed as the project progresses. This work plan will include client coordination and communication, a public participation plan (see Task 2 for more detail on the public participation plan), a timeline, a list of current local and regional initiatives, including relevant documents, deliverables, and the roles and responsibilities of Town staff and the project team. We will also schedule key milestones, such as community engagement events, content, and activities, preliminarily at the onset of the process to ensure that pertinent data is ready to be analyzed and synthesized into the chapters of the updated plan.

The Weston & Sampson team will work closely with the Planning Commission (or other selected review committee). We will work with the Planning Commission to organize and conduct community participation events. During the first meeting with the Planning Commission, we will review project requirements and roles/responsibilities, discuss necessary and pertinent information, and develop a meeting summary and next steps based on discussion at the meeting. At this first meeting, we will also discuss a schedule of subsequent meetings with the Planning Commission, during which we will work to advance the preparation of the Comprehensive Plan, assess the evolution of the project, identify any new information needed, and address changes in roles/responsibilities when necessary.



Task 1

Deliverables

- Project work plan for review
- Written meeting summaries
- Agreed-upon next steps

TASK 2: PUBLIC OUTREACH & PARTICIPATION

Community engagement is an integral component of any successful Comprehensive Plan. Weston & Sampson has extensive public engagement experience and has continued to learn from and refine our approach to engaging the public and gathering feedback with each project we participate in. We have trained facilitators that have extensive experience in coordinating and executing effective public engagement tools. We will work to provide a range of engagement options where the Town can identify the most beneficial and effective for reaching targeted populations and groups.

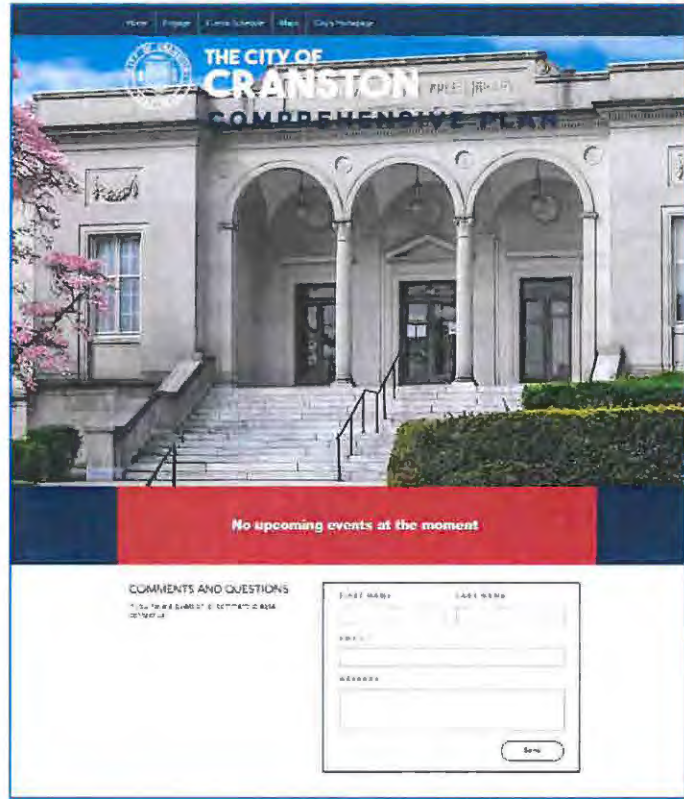
Weston & Sampson understands the importance of establishing an overall vision for the Town, as well as goals and policies by which future physical development will be guided. The vision, goals, and policies should be consistent with the values of Jamestown, as developed and confirmed through a community participatory process during Town's last Comprehensive Plan (2002) and plan update (2015). We propose to schedule a public forum in September 2024. This will be the kick-off event for the public process of the Comprehensive Plan Update and will be an initial opportunity for the community to express their ideas about vision and goals to help guide policy.

We anticipate at the kickoff meeting with the Planning Commission, we will present a draft public participation plan and will revise it based on feedback during the kickoff meeting.

Jamestown, RI | Comprehensive Plan Update

The public participation plan will be amended with the assistance of the Planning Commission and Town staff to identify key individuals, organizations, and other entities to be involved in identifying roles and responsibilities in coordinating the outreach process.

We will work with the Town to create a dedicated website for the project using Wix as the platform. This website will serve as the central location for information on the project, drafts of the plan as they are developed, and public engagement activities (e.g., plans, polls, mapping exercises, etc.). The website will have links to the Town's existing social media pages (e.g., Facebook and Twitter) to ensure that visitors to the site are aware of all the resources available to them to stay connected with the project. The website will provide a variety of informative tools including as a project timeline, document drafts, maps, survey results, as well as the ability for engagement through polls, and email. Weston & Sampson will update the website monthly and can provide access for staff within the Town's Planning Department so that they can also update information on a continuous basis. The Town can create a link on their website that will take you directly to the project website, ensuring ease of access to the dedicated project page. At the end of the project the website can be transferred to the Town to maintain, or Weston & Sampson can work with the Town to provide a continued service (as part of a separate contract) to utilize the website as an implementation and tracking tool once the updated plan is adopted and the Town moves into the implementation phase.



Screenshot from the Cranston Comprehensive Plan website

The project website will include a home page, an engagement page, and will serve as a central location for project updates, comments, an interactive "map-it" function that will allow users to geolocate comments on the project in general or specific areas of Town.



Workshops facilitated by Weston & Sampson

We propose to conduct three public workshops during the course of the comprehensive plan update. We will hold a first public workshop early on in the process (September 2024) to introduce the project to the public and to begin to gather input from them on the overall vision for the plan. We will synthesize the feedback from this first public meeting to produce a draft vision statement. This draft vision statement will be reviewed and refined by the Planning Commission. We will amend the visions statement at the direct of the Planning Commission and provide a final vision statement.

The second and third workshops will be held midway through the update process and will be structured to obtain more specific feedback from residents and stakeholders. The goal of these workshops will be to gain an understanding of what the public wants to retain and strengthen within the community and where there should be change and improvement. This feedback will help to develop the goals, policies, and actions for each of the chapters. Weston & Sampson will provide a flyer, poster, and a social media post for each public workshop. These materials will be provided to the Town for their use and distribution for publicizing each workshop event.



Example of a poster made by Weston & Sampson

Public engagement will be a constant throughout this project as demonstrated by our project schedule at the end of this section as well as the table below. Public engagement can come in many different forms. We are proposing to provide a variety of different types of public engagement. Some of those are targeted in their approach, such as public workshops held specifically to facilitate and gather public feedback, while some are more focused on working with the Planning Commission to refine sections and chapters, while still providing an opportunity for the public to listen and comment. The table below provides a full overview of public engagement strategies and events we propose to provide throughout the project.

Proposed Public Engagement Strategy or Event			
Strategy/Event	Purpose	Deliverable	Our Approach
Public Workshops	Provide a public forum to engage stakeholders and the general public in the process of updating the plan. These workshops will be structured to solicit and gather feedback from participants	Three public workshops facilitated by Weston & Sampson with a summary memo after each workshop highlighting and categorizing feedback received.	The workshops will be structured to facilitate public discussion and feedback related to the overall vision for the plan as well as specific feedback related to the development of goals, policies, and actions.
Survey	Review a previously distributed survey and incorporate the results of that survey regarding facilities, services, programs, land uses, and policy to guide future growth and development.	Analysis of the results of a survey that was previously completed by the Town for incorporation into the comprehensive plan update.	Work with the results of your previously conducted survey and incorporate these results into the update of the CCP.
Project Website	Provide a project specific website where the public can	A project website hosted on the Wix platform that will be	The project website will be dedicated to providing a

Proposed Public Engagement Strategy or Event			
Strategy/Event	Purpose	Deliverable	Our Approach
	provide feedback, receive notification of public events, and review current drafts of the plan.	updated regularly by W&S and town staff as needed.	consolidated location where project drafts can be hosted and public feedback collected through a variety of different methods.
Flyers, posters, social media posts for public engagement opportunities	Provide graphic and engaging flyers, posters, and social media posts to highlight and advertise opportunities for public engagement throughout the project process.	A flyer and poster for each public workshop, as well as social media posts leading up to the event for posting by the Town on their social media platforms.	We will provide the promotional materials necessary to advertise public engagement events for posting and distribution by the Town.



Task 2
Deliverables

- Flyers, posters, and social media posts for each public workshop
- Project website
- Draft and final public engagement plan
- Draft and final vision statement
- Attendance and facilitation of three public workshops

TASK 3: COMPREHENSIVE PLAN ELEMENTS: EXISTING CONDITIONS

In this task, we will update the information on demographic and socio-economic trends as well as projections for a 20-year period. We will this information in a concise and understandable manner that utilizes graphics to communicate information. The latest 2020 Census data and 2022 American Community Survey data will be used to update the demographic information. We propose to include existing conditions under the following subject areas:

Land Use and Demographics

- Current and past developments
- Land use
- Zoning and urban design
- Demographic characteristics and trends

Natural and Cultural Resources

- Natural and cultural resource inventory
- Current practices and measures
- Physical geography
- Hydrology
- Water and coastal resources
- National register properties

Housing and Neighborhoods

- Existing stock and condition

- Housing and household trends
- Affordable housing
- Household and family incomes
- Housing needs
- Housing costs
- Neighborhood characteristics
- Sustainable living neighborhoods
- Village districts

Economic Development

- Business demographics
- Skills, education, and training of the local workforce
- Employment statistics and trends
- Labor force

Open Space, Agriculture, and Recreation

- Open space, agriculture, and recreation inventory
- Recreation trends
- Recreation facilities and programs
- Open space needs
- Agriculture programs and future trends

Circulation

- Transportation modes
- Transportation infrastructure
- Traffic volumes and congestions
- Adequacy of parking in known problem areas
- Street network capabilities
- Projected traffic volumes
- Bicycle facilities and multi-use paths

Public Services and Facilities

- Municipal facility inventory
- Functionality and performance of infrastructure and facilities including schools, libraries, community centers
- Service and facility operations and maintenance, including energy, wastewater, and drinking water
-

Natural Hazards and Climate Change

- Natural hazard inventory
- Current mitigation measures
- Identification of critical facilities

Sustainability and Resilience

- Energy and Resource Use
- Existing hazard mitigation strategies and goals
- Identification of high-priority natural hazards and climate change trends
- Areas of the Town that are particularly susceptible to hazard and climate change impacts



A Weston & Sampson infographic visualizing nature-based improvements

The existing conditions drafting for these subject areas will be initiated immediately by gathering up-to-date, relevant data. We will use the most current census data and work with Town staff to inventory current facilities, equipment, and programs. We will utilize the Town's 2015 Comprehensive Plan as a reference point, ensuring that existing data is updated, and conditions related to the growth and the development of the Town over the last 10 years are incorporated. Doing so will ensure that a thorough existing conditions baseline is developed. As we initiate this literature review and begin to develop updates to the existing conditions sections of the chapters we will begin to develop a list of issues and opportunities that surface through our data collection and assessment of existing conditions. This information will begin to build the foundation for the remaining sections of each chapter and will assist in developing and refining the goals, policies and actions (see Tasks 5 and 7).

We will work with Town staff and the Plan Commission to gain a full understanding of the Town, its development patterns, economic conditions, housing conditions, population demographics, transportation systems, services and facilities, and natural, historic, and cultural resources. This work will include site visits, GIS analysis, existing document review, and staff interviews.

Within each chapter of the comprehensive plan, our team will focus its lens on improving Jamestown's sustainability. We will work collaboratively with the Town to promote realistic strategies to reduce energy consumption, support development patterns that are less reliant on auto travel and introduce building and site standards that reduce water usage, limit heat island effects, and reduce carbon footprints. We will work with the Town to incorporate sustainable concepts and practices, some of which we understand have already been identified by the Town into the various chapters of the plan.

An important component of creating the foundation for an updated plan is understanding what other relevant and important plans and resources contain as they relate to the topic areas described above. To ensure that the update that is developed is consistent with these other plans we will collect and review other relevant local and state planning documents. This review will ensure that new goals and policies that are developed through this process will not conflict with those that are identified elsewhere in other local and state plans. Our knowledge of state guide plans and experience in working with Statewide Planning on the approval of comprehensive plans will allow us to work with the Town of Jamestown to develop a plan that is consistent with stated goals and policies for the State of Rhode Island.



Task 3 Deliverables

- Initial draft chapters for the chapters/topics listed in this task
- Three meetings with the Planning Commission to review drafts with one round of edits based on comments at those meetings
- Updated final drafts for each chapter incorporating comments received in track change Word documents

TASK 4: PROJECT MAPPING

Part of developing the existing conditions update will be to map current conditions throughout the Town. GIS maps will be used to identify the locations of existing conditions for each of the subject areas above, essentially creating a resource inventory for each subject area. The maps will assist in the process of identifying areas of issues and opportunities. The issues and opportunities identified will inform community discussions around action items to address taking advantage of opportunities and mitigate and improve identified issues or shortcomings. Mapping data can help us analyze the data spatially and can serve as a form of assessment, compiling datasets into a single map can assist in drawing conclusions about the data. Within a comprehensive plan, mapped data serves two purposes. It displays data in a user friendly and easy to understand way. Secondly, it allows a municipality to analyze the data spatially. Mapping can be a form of assessment, compiling data sets into a single map can assist in drawing conclusions about the data. They provide a visual depiction of resources, issues, and opportunities. We will work with the Town to determine how to best display data for Jamestown. We propose to create the following maps as part of the comprehensive plan update.

Proposed Public Engagement Strategy or Event			
Map Number	Chapter	Data Layer	Data Source
Map 1	Natural Resources	Surface Water Features	RIGIS
		Aquifers	RIGIS
		Forested Areas	RIGIS
		Floodplains	RIGIS
		Wetlands and Saltwater Marshes	RIGIS
		Critical, Uncommon, or Fragile Wildlife Habitat Areas	RIGIS
Map 2	Open Space, Agriculture, & Recreation	Publicly Owned Outdoor Recreation Areas	Town List & Location
		Privately Owned Outdoor Recreation Areas	Town List & Location
		CRMC-designated Public Rights-of-Way to the Shore	Town List & Location
Map 3	Open Space, Agriculture, & Recreation	Prime Agricultural Soils of Statewide Importance	RIGIS
		Agricultural Land Uses	RIGIS
		Parcels with Permanent Conservation Easements	RIGIS & Town Parcel Layer

Proposed Public Engagement Strategy or Event			
Map Number	Chapter	Data Layer	Data Source
Map 4	Historic & Cultural Resources	National and State Register of Historic Places Locally Designated Historic Districts	Town List & Location Town GIS
Map 7	Services and Facilities	Municipally Owned and/or Operated Buildings and/or Facilities Sewered Areas and Areas Planned for Sewer (within 20 years)	RIGIS & Town GIS RIGIS & Town GIS
Map 8	Circulation & Transportation	Roadway Network w/ Highway Functional Classification System Multimodal Transportation Routes	RIGIS RIGIS & Town GIS
Map 9	Natural Hazards & Climate Change	Storm Flood Inundation Areas Hurricane Inundation Areas Sea Level Rise Inundation Areas Saltmarsh Loss and Migration	RIGIS or Stormtools RIGIS or Stormtools RIGIS or Stormtools RIGIS
Map 10	Land Use	Current Zoning Districts	Town GIS
Map 11	Future Land Use Map	Future Land Uses	Town GIS
Map 12	Existing Land Use	Existing Land Uses	RIGIS
Map 13	Water Supply	Surface and Subsurface Reservoirs Aquifers Groundwater Recharge Areas Community and Non-Community Well-Head Areas Existing and Proposed Water Service Areas	RIGIS RIGIS RIGIS RIGIS RIGIS & Town GIS

The maps will be developed using data available through the Rhode Island Geographic Information System (RIGIS) and from data sets provided by the Town. We will work with Town staff to determine what available data sets the Town has that will be needed to develop the required maps. The Town will provide the necessary data sets electronically through a secure file sharing system for use by Weston & Sampson for the development of the comprehensive plan maps. We will develop a first draft of the nine maps listed above for review and comment by Town staff and the Planning Commission. We will conduct one round of edits to the maps based on comments and feedback received.



Task 3

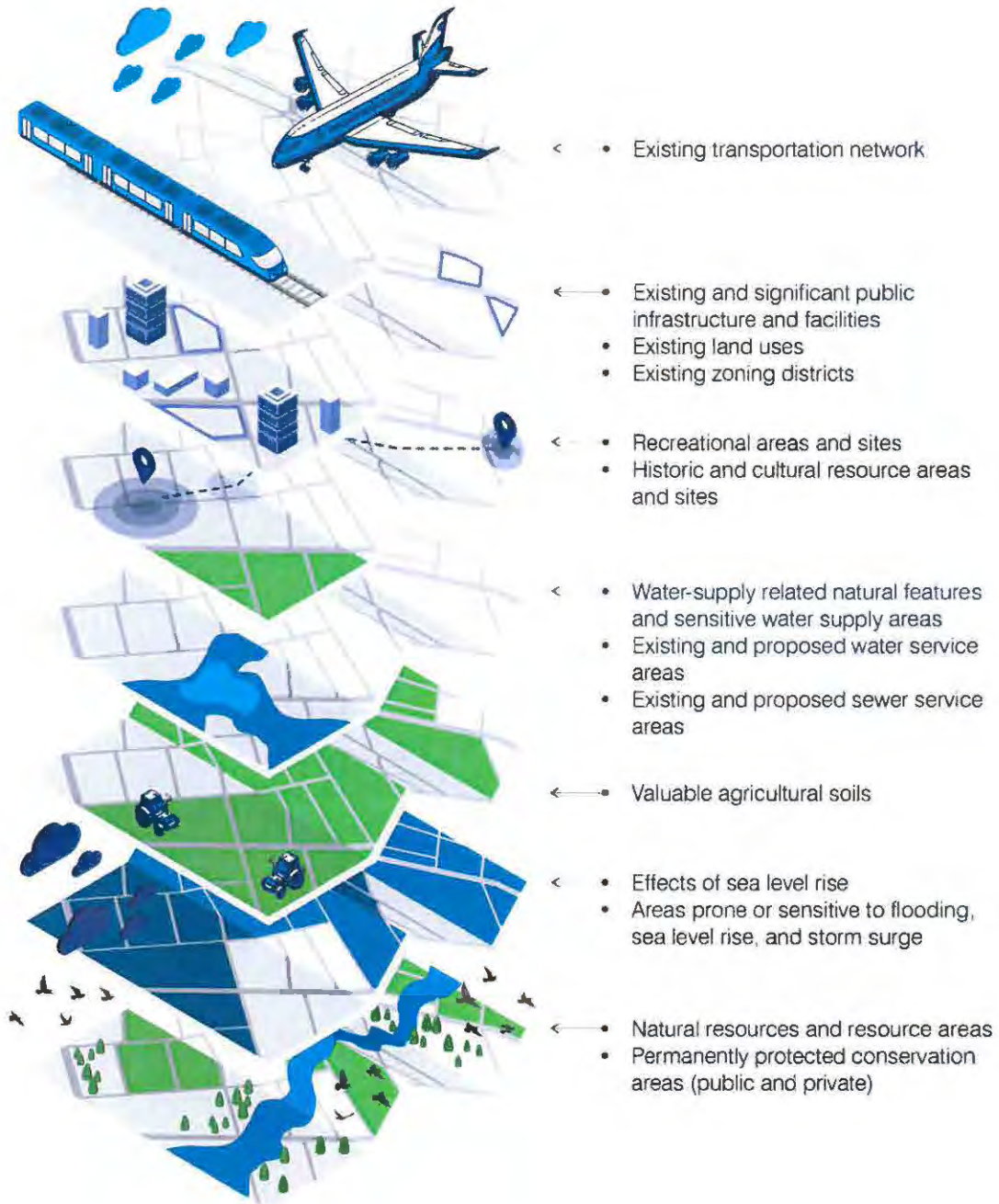
Deliverables

- **Thirteen maps to accompany the plan that depict the data required by the Rhode Island Comprehensive Planning and Land Use Act for Comprehensive Plans. We will provide for one round of revisions to the maps.**

Additional data not discussed above can be mapped at the request of the Town under a separate authorization.



A mapping exercise facilitated by Weston & Sampson



A diagram of information that will be included in project mapping

TASK 5: COMPREHENSIVE PLAN ELEMENTS: FINAL CHAPTERS

In this task, we will build upon the information developed through the update of existing conditions (see Task 3) to identify a set of issues and opportunities for each chapter of the plan as well as to assess, update and streamline existing policies within the comprehensive plan to enhance its effectiveness, alignment with current community needs, and readability. This will be developed through items identified during the existing conditions update as well as information provided by stakeholders, public engagement results, and Town staff input. Each chapter will highlight a set of identified issues and opportunities which ultimately will lay the groundwork for updating existing and developing new goals, policies, and actions.

We will conduct a thorough review of the existing policies and identify areas where policies may be outdated, inconsistent, or in need of clarification. An important component of this task will be to ensure that as we work to fully develop each chapter that we are mindful of coordinating with existing plans and surrounding municipalities to ensure that the end result of Jamestown's updated plan is compatible with other Town documents, state guide plan elements, state enabling legislation, and is mindful of adjacent municipality's land use and policy documents. The updates will also adhere to the most recent version of the State of Rhode Island's Comprehensive Planning Standards Manual (updated August 2021) and updating regulations so that policies are enforceable and consistent with the broader legal framework. With recent changes to state enabling legislation, it will be critical to ensure that the updated comprehensive plan is consistent with new state laws related to state land use policy. We will compare any existing policy that the Town wants to retain, as well as updated policy, against recently enacted legislation to ensure that the local policy proposed does not conflict with amended state law requirements. If inconsistencies are identified, we will work with the Town to reframe or amend the policy to ensure that the comprehensive plan will not conflict with enabling legislation.

During the update process we propose to work with Statewide Planning to conduct a chapter-by-chapter review of the update comprehensive plan chapters. We will work with them and the Town to address their comments received during the process of updating and finalizing the chapters. This effort should help to ensure that the comments received from them on the full plan are minimal and easily addressed (see Task 8).

Once chapters are finalized, we will present them to the Planning Commission for a final review. We will do this through two meetings with the Planning Commission. We will present an overview of the chapters during these meetings and answer questions of the Planning Commission. We will provide for one round of edits based on the review and feedback from Planning Commission members during the two meetings.



Task 5 Deliverables

- Updated comprehensive plan chapters incorporating issues and opportunities
- A review of existing policy, other local plans, state law, and state guide plan elements to ensure consistency with drafted chapter updates
- Attendance at two Planning Commission meetings to review updated chapters with one round of edits based on Planning Commission feedback (provided in track change Word document)

TASK 6: DESIGN GUIDELINES, ZONING, AND SUBDIVISION REGULATION UPDATES

We understand the importance of having updated relevant policy documents that are consistent with any updates to the Town's comprehensive plan. As part of this project, we will work with the Town to identify the necessary updates to the Town's policy framework as a result of proposed updates to the comprehensive plan. As we work through the existing conditions update and identifying issues and opportunities, we will keep a running list of necessary updates to other local policy documents such as the zoning ordinance, subdivision regulations, or design guidelines. We will review the existing zoning ordinance, subdivision regulations, and the report *Jamestown Vision: Charrette Report* and subsequent design guidelines document *A Jamestown Vision: Pattern Book & Design Guidelines*, both developed in 2007-2008. During this review, we will compare and contrast the information collected during all the other project tasks to identify

where inconsistencies may occur. We will develop a comprehensive list of updates to the zoning ordinance and subdivision regulations that may be necessary in order to implement the goals, policies, and actions in the updated comprehensive plan.

Additionally, our team will make recommended updates to the design guidelines based on community and Town staff feedback as it relates to achieving the overall vision identified through the comprehensive plan update process. We recognize that the design documents were developed as part of a robust public engagement process almost 20 years ago, and that while much of the document is likely still relevant and appropriate, there may be a necessity to update it based on recent public feedback gathered during the comprehensive plan update process. We will utilize our experience in other communities to make recommendations related to incorporating resilience and climate adaptation into the design guidelines. We propose to conduct an analysis of the updates needed to the design guidelines and have set aside forty hours for technical staff to prepare updates. Time in addition to this would be under a separate authorization. These updates to the design guidelines can be incorporated as an appendix to the updated comprehensive plan or the Town can update and amend the pattern book and design guidelines accordingly through a separate public process.



Task 6

- Specific recommended updates to the zoning ordinance, subdivision regulations, and design guidelines as a result of updates to the plan chapters and goals, policies, and actions developed in Tasks 5 and 7

TASK 7: GOALS, POLICIES, AND IMPLEMENTATION PROGRAM

The implementation component of the comprehensive plan should be viewed as a roadmap for initiating the actionable items that are developed through the public engagement strategy. Developing an implementation program that identifies the resources required to initiate and complete action items, along with approximate timeframes and costs, will allow the Town to make implementation a regular part of its planning functions. We propose to work with the appropriate Town staff and the Planning Commission to organize the action items developed through the Imagine Jamestown 2045 Comprehensive Plan into completed, short, medium, and long-term implementation horizons. These implementation horizons will be based on a variety of factors including cost, need, funding sources, and project development lead time. The Implementation Program will identify potential funding and community partners for specific action items, as well as key Town staff that will have leadership and support roles.

We will also assess whether the current policies align with the community's updated goals and priorities and update them as necessary. Stakeholder engagement will play a pivotal role in this endeavor, as we actively involve community members, local businesses, government officials, and experts to ensure a broad spectrum of perspectives is considered. We will work with Town staff and stakeholders to sort existing goals, policies, and actions by

Goals, Policies, & Actions	Significant Major Themes					Time Frame & Responsibility	
						Time Frame	Responsibility
Land Use							
Goals							
Goal LU-1: Achieve a balanced, orderly, and harmonious land use pattern that preserves current residential densities, historic and cultural resources, supports appropriate economic growth, provides ample recreation and open space, protects the natural environment, and supports a high quality of life for the residents							
Goal LU-2: Protect the quality of the Scituate Reservoir by appropriately managing land use within the watershed							
Goal LU-3: Improve the tax base and provide jobs through development of land that is consistent with the Future Land Use Map, Comprehensive Plan, Zoning Ordinance and Land Development and Subdivision Regulations							
Policies							
Policy LU-1: Retain the distinctive character of the Villages							
Policy LU-2: Protect Rural Scituate through flexible zoning and land use controls							
Policy LU-3: Ensure that the regulatory framework supports and encourages responsible, thoughtful, and appropriate residential development with regard to overall density and site design							
Policy LU-4: Support smart growth principles by encouraging infill and new commercial development along existing commercial corridors utilizing site plan review procedures as a regulatory device							
Policy LU-5: Continue the enforcement of design standards and setbacks for sensitive areas such as watershed tributaries and hydric soils							
Policy LU-6: Prohibit land uses with high potential to contaminate water quality and carefully regulate other uses in all areas of Town, with specific concerns for those areas within the Scituate Reservoir watershed							
Policy LU-7: Continue to work with residents, land trusts, nonprofits, and other appropriate partners to maintain and enhance open space and land preservation within the Town							
Policy LU-8: Preserve and protect forest, farmlands, agricultural lands, and the overall rural character of Scituate as essential elements of the community, economic vitality, and quality of life							
Actions							
LU-1: Review and update the Village Overlay districts for mixed use development, balancing support for the expansion of business activity while maintaining village character and integrity	X	X		X	X	O	TC PC
LU-2: Review and modify the existing flexible zoning regulations to improve the application process and clarify the applicability requirements	X		X	X	X	S	TC PC
LU-3: Update all Subdivision and Land Development Regulations and associated checklists and the zoning ordinance implementation program from Scituate Comprehensive Plan development practices and concepts, as	X	X		X	X	S	PC TC

what has been accomplished since the 2015 plan was adopted, those that need to be refined to remain current and valid, and those that are no longer consistent with the overall vision for the community that can be deleted or replaced with more relevant policy directives. We will coordinate this effort closely with the Rhode Island Statewide Planning's review criteria as expressed in RIGL Section §45-22.2, specifically focusing on coordination with State Guide Plan elements and state law, while ensuring that the unique identity and character of Jamestown is preserved and maintained as the focus of the updated plan.

Measuring success is an important part of any comprehensive plan. Indicators to measure success will be considered as part of the development of the action items and overall implementation program to ensure that Town departments and staff have the resources necessary to implement and initiate action items and that achievements can be reached in a measurable way. Indicators to measure success will vary with action items but an example could be creating a metric or set of metrics for a topic area — such as affordable housing. An example metric could be establishing a threshold percentage of Jamestown households that spend more than 30% of their household income on housing costs. The community can then track and measure that percentage and build their plans and policies around that. We will work with the Town and the Planning Commission to develop metrics for topic areas to measure the success of implemented action items.

We propose to streamline the policies to improve clarity, eliminate redundancy, and enhance readability to ensure that the policies are written in a succinct and actionable manner. Ultimately, this task will result in a well-documented and actionable guideline for the Town officials on policy updates, laying the foundation for a more robust, concise, and forward-thinking comprehensive plan.

Once we have developed a draft set of updated goals, policies, and actions we will discuss the updates and changes to policies during two meetings with the Planning Commission where we will present a summary of goals, policies, and actions as they have been updated through our work with Town staff and stakeholders. We have budgeted for one round of edits for each chapter's goals, policies, and actions based on comments from the Planning Commission.



Task 7 Deliverables

- Implementation Program
- Metrics for measuring success
- Two meetings with the Planning Commission
- One round of edits based on comments from the Planning Commission in track change Word documents

TASK 8: FINAL PLAN AND PLAN ADOPTION

Upon completion of the second phase of the public engagement and review by the Planning Commission, we will assemble, edit, and format the finished draft elements into a final package incorporating a graphic design approved by Town staff. Once assembled, we will review the draft and will provide any recommendations for revisions to Town staff. When reviewing the draft, we will consider:

- Whether the information presented within the comprehensive plan data, assessments, text, goals, policies, and strategies is internally consistent.
- Whether the information presented within the comprehensive plan data, assessments, text, goals, policies, and strategies is consistent with State Guide Plan elements.
- Whether the requirements of the Rhode Island Comprehensive Planning and Land Use Regulation Act have been met.

A strong vision statement will be added as the leading statement for the Town's Comprehensive Plan. The vision statement needs to translate strategic goals into practical plans and designs that are responsive to complex economic, regulatory, and community considerations. The vision statement should act as a bridge between physical design and

planning solutions while recognizing relevant links to the historical, cultural, and environmental context of Jamestown. A vision statement should be the result of a well-organized public outreach effort that gathered and analyzed input from a broad range of stakeholders. As part of this task, we propose to update the vision statement and provide a draft version for consideration by the Planning Commission. The vision statement will incorporate key information collected as part of the outreach efforts, as well as baseline information collected as part of the existing conditions analysis.

We understand that this review is to occur prior to presenting the final draft to the Planning Commission for conducting their required Public Hearings. We will facilitate and assist the Planning Commission in conducting two Public Hearings. We will provide media, display, and other materials to adequately present the draft plan to the Planning Commission for their approval and to the public for their input.

Upon completion of the Planning Commission Public Hearings, we will incorporate final revisions and transmit the draft to Statewide Planning for official draft review. We understand that it is likely that draft review by Statewide Planning will produce comments that will need to be addressed before State approval can be granted. We understand that we are expected to review the comments given to the Town by Statewide Planning, discuss such comments with Statewide Planning as may be necessary and work with Town staff and the Planning Commission to address the comments. As discussed in Task 5, we will work with Statewide Planning throughout the update process and engage in a chapter-by-chapter review as chapters are developed and finalized. Availing the Town of this opportunity during the update process should reduce the overall comments on the full document. We have budgeted for one round of edits based on state comments.

We will facilitate and assist the Town Council in conducting two Public Hearings. We will provide media, display, and other materials to adequately present the draft plan to the Town Council for their final approval. Upon completion of the Town Council Public Hearings, we will transmit the approved plan to Statewide Planning for final approval. If comments from the Statewide Planning must be addressed before State approval can be granted, we will review the comments, make recommendations and work with Town staff and the designated committee to address the comments for resubmission.



An example of graphic-forward report formatting developed by Weston & Sampson

As an optional task to be added and budgeted at the Town’s request, W&S can continue to maintain and update the project website, converting it to a plan maintenance feature where goals, policies, and actions can be updated as progress is made towards achieving them. This could be used towards the potential new requirement proposed in state. We would propose to conduct this work under a separate scope and budget at the Town’s request.



Task 8 Deliverables

- Full draft of the comprehensive plan for public review
- Attendance and presentation at two Planning Commission public hearings
- Attendance and presentation at two Town Council public hearings
- A final comprehensive plan suitable for transmission to Statewide Planning and the Town in both written and digital format

Project Schedule

Weston & Sampson is prepared and appropriately staffed to undertake this project in a timely manner with respect to our ongoing projects. Under the direction of the principal, Blake Martin, and project manager Ashley Sweet, we will ensure that your project assignments are completed on schedule.

Ability to Meet Schedules & Complete the Project

With more than 90% of our work in the public sector, Weston & Sampson consistently meets regulatory driven deadlines and is responsive to client needs or changes in scope that result in new deadlines. We are prepared to initiate work on this project immediately upon a notice to proceed.

In organizing and scheduling our key project team personnel for your project, we consider their commitments for other projects underway to ensure their availability throughout your project tasks. Weston & Sampson can provide multi-disciplinary services and has structured our team for depth of technical competence and to provide significant production capabilities. We establish workable project schedules, and our carefully selected team has extensive experience working with municipalities to develop and update comprehensive plans. We will bring that level of experience to this project to ensure that we meet expectations in terms of scheduled deliverables to ensure that the project stays on budget and on time. Our detailed project schedule is provided below. We are committed to adhering to this schedule; however, with our agile team composition, we are prepared to adjust the timeline as appropriate to accommodate the needs of the Town of Jamestown.

RESOURCE DEPTH

With our team composition the Weston & Sampson Team has the capacity and depth of resources to respond to your needs and assure the assignment of highly qualified and appropriately licensed personnel for all your project tasks. During critical points, our proposed personnel will devote up to 100% of their time, as needed, to complete the work within your timeframe.

Tasks	YEAR													
	2024					2025								
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
TASK 1: PROJECT INITIATION AND MANAGEMENT														
TASK 2: PUBLIC OUTREACH AND VISION STATEMENT														
TASK 3: COMPREHENSIVE PLAN ELEMENTS: EXISTING CONDITIONS														
TASK 4: PROJECT MAPPING														
TASK 5: COMPREHENSIVE PLAN ELEMENTS: FINALIZE CHAPTERS														
TASK 6: DESIGN GUIDELINES, ZONING, AND SUBDIVISION REGULATION UPDATES														
TASK 7: GOALS, POLICIES, AND IMPLEMENTATION PROGRAM														
TASK 8: FINAL PLAN AND PLAN ADOPTION ^a														

Table notes:

- a. Plan adoption is assumed to mean adoption at the local level. This schedule does not include the time frame for review and approval by Statewide Planning.

From: Priscilla Blackman [REDACTED]
Date: Tuesday, May 21, 2024 10:30 AM
To: Edward Mello <emello@jamestownri.net>
Cc: Mary Meagher <meagherjamestowntc@gmail.com>
Subject: Fwd: Wages/hour for part time workers

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.

Dear Mr. Mello,
I hope that you and members of the town council can rectify this situation described below. This email was sent to Mary Meagher and she agrees. She asked me to send it to you. Would you please distribute a copy of the email to members of the town council.
Thank you for your consideration.
Priscilla Foley Blackman
[REDACTED]
Jamestown, RI 02835

Begin forwarded message:

From: Priscilla Blackman [REDACTED]
Subject: Wages/hour for part time workers
Date: May 20, 2024 at 10:21:23 AM EDT
To: Meagherjamestowntc@gmail.com

Hi Mary,
Recently it came to my attention that part-time workers for the town of Jamestown receive only \$14.50/hour. There are no benefits with this salary. The assumption is that these workers are supported by a spouse and therefore do not require additional funds to live. I know of at least one situation in which the worker barely gets by on two part-time jobs and has no other income.

Jamestown has a reputation as being a wealthy town. In today's economy with rampant inflation and the cost of living increasing daily, \$14.50/hour seems a paltry sum. Even if the person in question did have a supporting spouse, it is not an excuse to pay a meager wage. Whereas Jamestown will support many improvement projects costing in the millions of dollars, to not support its part-time workers seems at best an oversight or at worst skimping on their salaries to save the town money. I hope that you will agree that it is time for the town council to reassess the minimum wage for part-time workers.

Thank you for your consideration.

Priscilla Blackman

Roberta Fagan

From: meagherjamestowntc@gmail.com
ent: Sunday, June 16, 2024 7:47 PM
To: 'Christopher Olobri'; Michael White; Michael White; Erik Brine; Roberta Fagan; tim@jamestownpress.com
Cc: Raymond DeFalco; Chief James Campbell; Edward Mello; 'Rachael Olobri'
Subject: RE: Head's Beach Dog Rule infractions

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.

Oh Mr Olobri, I am so sorry!! I am so sorry for the past two years of having to console your daughter. I was going to say I will send this to the town administrator and police chief but you have done this already, so I think the first step, making us all aware, has been taken and now we will be more attentive and forceful in enforcing these well considered rules.

Thank you for bringing this to our attention. I have included the town clerk on this email. Your email will be on our next agenda and perhaps we might mention that summer rules are in force and perhaps the newspaper will mention it too. (I include them on this email too.) I hope your summer gets better. All the best, Mary Meagher

From: Christopher Olobri [REDACTED] >
Sent: Sunday, June 16, 2024 7:03 PM
To: mgblanco@cox.net; mgblanco@cox.net; ebrine@gmail.com; meagherjamestowntc@gmail.com
 : Raymond DeFalco <rdefalco@jamestownri.net>; jpcampbell@jamestownri.net; emello@jamestownri.net; Rachael Olobri [REDACTED] >
Subject: Head's Beach Dog Rule infractions

Dear Councilors,

I'm writing to you this late Father's Day afternoon feeling frustrated. I live in the Shores with my wife and 2 year old daughter. We frequent Head's Beach throughout the summer. It's not uncommon to see us there daily for an after-work swim or quick dip. My frustration boiled over this afternoon when I confronted a father, daughter and pet dog who came onto the beach.

My daughter is at an age (2) where she is scared of animals, bugs etc. Dogs cause a particular fear in her as she has had more unwanted interactions with them while simply playing in at Head's beach. Take Jake, a very kind black lab who loves children, swimming and playing fetch, causes terror every time my daughter sees him. Unfortunately Jake is off his leash constantly and gets right up in the face of my daughter while she is sitting playing next to us on the beach. Jake's owner is a very kind man who reassures us from about 30 feet away that Jake is friendly, which is true. Meanwhile, my daughter is terrified, screaming and trying to climb up my physical body to escape the black lab that is 2-3 times her size. This story is not a one off. I know the dog by name because over the last two years we have had numerous run-ins with Jake, his owner, his owner and wife, his owner and grandson. Very nice family, could be our next door neighbor.

This is not a one-off event. We frequent Head's Beach almost daily for short swims and more often than not I find myself consoling my daughter because there is a dog south of the middle jetty. I reached out to the recreation director via email last year. At the time he referred me to call the police for dogs and owners not in compliance with the head's beach ordinance.

This evening I reached my boiling point. As we were entering the beach at 4:30 pm, a woman pulled up, read the sign referring to the dog rules, mentioned to her kids that the dog wasn't supposed to be on the beach and proceeded to let the dog out, run around off leash and swim on the beach. (A video will be attached of her and her dog). About ten minutes later

I confronted a father and daughter who came down to swim at the beach. Their dog was loose and chasing after the young girl as she ran onto the beach, leash trailing behind the dog. I asked him if he saw the sign about dogs on the beach. He said the dog was on a leash. I told him no dogs were allowed on the beach. We left shortly after. As we were getting into our car the gentleman and his daughter wandered back onto the grassy area of the beach. The first woman and her kids were also on the grassy part of the beach walking back to their car. At that moment a police officer drove by. I tried to get their attention by honking but they must not have heard me or noticed two sets of dogs on the beach.

My frustration is that there are signs that people either don't see, don't understand, or don't care to abide. I find myself trying to protect my daughter from other people's pets when all we want to do is enjoy the beach. Having lived here my entire life I have fond memories of swimming at Head's Beach. I want my daughter to enjoy the beautiful town she is being raised in. That is why I am reaching out to you all. I understand what the town is trying to accomplish by creating a dog friendly area at Head's Beach north of the middle jetty. The issue that I am experiencing is that no one is enforcing the rules for dogs at the beach. In fact, I want you all to be aware that there is a blatant disregard by some dog owners. The pet owners not following the rules are truly disruptive for my family. My daughter has developed such a fear of dogs that when we are at the beach and she sees a dog, leashed or unleashed no matter the size or distance, she becomes terrified that the dog is going to approach her and get right in her face.

What is being done to enforce the rules at Head's Beach? I understand that the police should be enforcing the ordinance. What are the consequences for breaking the rules? How often are the police checking the beach? Or is it up to me to call the police every time a dog enters the beach? (which is almost every time we go to the beach). Am I reading the sign correctly that dogs should only be north of the middle jetty during the hours stated, meaning we should never be confronting dogs in the grassy area before the beach and between the two jetties?

Thank you for your help on this matter,

https://whatsupnewp.com/2024/06/middletown-council-approves-30-tax-hike-for-non-resident-property-owners/?utm_source=substack&utm_medium=email

Middletown Council approves 30% tax hike for non-resident property owners

In a controversial move, the Town Council voted to increase taxes on rental properties and second homes, raising concerns about housing affordability and fairness.

by [Ryan Belmore](#) 4 hours ago

The Middletown Town Council approved a resolution Monday night to increase property taxes on non-resident owners and rental properties by 30%, sparking a heated debate over the fairness and impact of the change on housing affordability in the town.

The 6-1 vote will raise the tax rate difference between resident and non-resident properties. This means non-resident owners will pay \$11.25 per \$1,000 of assessed value compared to \$8.65 per \$1,000 for residents – a \$2.60 difference.

“I’m going to support this because I do believe it does help the majority of residents,” said Council President Paul M. Rodrigues. “Even the residents, even like Oxbow or Northgate, that rent, even though they pay higher taxes, their taxes are likely to decrease.”

“I want to make sure renters are treated fairly and don’t have to pay out the nose to stay here,” Councilor Emily Tessier said.

“As we move the slide rule down, we force our residents to pay more,” Councilor Christopher Logan said, referring to the town’s split residential tax rate.

Councilor Dennis Turano was the sole dissenting vote, arguing the change unfairly burdens renters and will decrease housing affordability. He cited a Rhode Island Public Economic Committee (RIPEC) report advising against shifting tax burden to renters.

“This is going to have a negative impact on the affordability of Middletown to the renters and to the businesses,” Turano said. “Hundreds of properties are going to be taxed 50%. Their taxes are going to go up more than 50%. This is going to take \$2 million from a portion of the community and give it to another portion of the community to lower their taxes.”

Resident Leon Amarant also spoke against the change during the meeting’s public forum.

“In a world of increasing and crippling housing unaffordability, that policy is actually really bad policy,” Amarant said. “The data that was in that article said that there’s going to be an average of \$1,400 tax increase on those properties. So a \$1,400 tax increase on a rental property increases the monthly rent by at least \$100.”

The council had considered caps of 5-10% on the resident/non-resident difference in the past but ultimately settled on 30%. Some councilors suggested it could go as high as 50% in the future.

“When we put it in place, a lot of people knew it wasn’t a good thing to do, but we did it anyways,” Turano said. “I voted for it as well because I was told it was going to be a 5% token just to show our appreciation of you being a resident. I didn’t know it was going to be used to start shifting the tax burden.”

Other councilors argued the change is necessary to benefit the majority of Middletown residents who are homeowners and cannot pass on tax increases the way landlords can to their tenants.

The new 30% tax rate difference will take effect for the upcoming fiscal year. The council's resolution comes as the town undergoes a revaluation of property assessments that some say has been an unfair process resulting in drastic valuation increases for many.

Maryse Poirier

[REDACTED]
[REDACTED]
[REDACTED] 3

July 10, 2024

Jamestown Town Council
93 Narragansett Ave
Jamestown, RI 02835

Dear Members of the Jamestown Town Council,

Subject: Concerns Regarding Vendor Practices at the Jamestown Farmers Market

I am writing to express my concerns regarding the current vendor practices at the Jamestown Farmers Market. As a local vendor who is now participating in the market for my 4th year, I have observed several practices that I believe are unfair to local vendors like me and are detrimental to the overall integrity of the market.

Firstly, the allocation of prime vendor spaces appears to be biased towards certain vendors. At least 50% of which are not from Jamestown. Despite my several years of participation and adherence to the market regulations, I have repeatedly, now 6 times in less 4 full seasons, been moved and often to less favorable locations which impacts my sales and visibility. I am finally in a good location and am now being told that I need to be under an umbrella instead of a tent in order to make room for 3-5 musicians or move to a less favorable location. This practice not only undermines the efforts of local vendors who contribute to the community but also seems contrary to the market's mission of supporting local businesses.

Secondly, there have been instances of inconsistent enforcement of market rules. I have been given certain direction by the people managing the market, I have followed their instructions only to be told that I failed to do so, which ultimately results in my discomfort at the market.

Thirdly, the Market is not following all of the State laws listed under the DEM Farmers Market requirements.

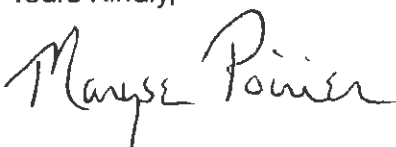
Finally, when approaching the market managers and requesting a professional conversation to remedy this situation I was verbally assaulted by Jan Goodland of Tiverton, RI with personal attacks and several direct f... bombs and was call a f... little b...

I understand that the council does not have complete have authority over the Farmers Market. I was hoping that since the Farmers' Market is on town property, the council may want to know how it is being managed.

I am confident that addressing these issues will enhance the fairness and success of the Jamestown Farmers Market, making it a better platform for local vendors and a more attractive destination for shoppers.

Thank you for your attention to this matter. I'm available to discuss further if needed.

Yours Kindly,



STEPHEN J. MACGILLIVRAY

One Financial Plaza
26th Floor
Providence, RI 02903

P 401.490.3430
F 401.588.5166
smacgillivray@pierceatwood.com
pierceatwood.com

Admitted in: RI, MA, NY

June 24, 2024

Via Certified Mail – Return Receipt Requested
9214 8901 8220 9300 0000 0206 24

Jamestown Town Council
c/o Roberta J. Fagan, Town Clerk
Jamestown Town Hall
93 Narragansett Ave.
Jamestown, RI 02835

RECEIVED:
JUN 26, 2024 10:04 AM
Roberta J. Fagan
TOWN OF JAMESTOWN Town Clerk

Re: JB's On the Water - Demand

Dear Members of the Town Council,

This office represents Mary Lou Sanborn (the "Owner") owner of 21 Bay View Drive, Jamestown, Rhode Island (the "Residence"). The purpose of this letter is to put you on notice of the Owner's claims against the Town of Jamestown (the "Town") pursuant to Rhode Island General Laws section 45-15-5 and to explore early resolution. The claims are based on mandamus, violations of substantive due process, trespass, nuisance and other legal grounds. The Owner will seek money damages and equitable relief.

History

On December 11, 2021, JB's on the Water, LLC (JB's) submitted an Application for Exception or Variation pursuant to the Jamestown Zoning Ordinance seeking approval for proposed alterations to the building/property located at 150 Conanicus Avenue, Jamestown, Rhode Island, further identified as Tax Assessor's Plat 8, Lot 258 (the "Subject Property"). The Subject Property is owned by 150 Conanicus Avenue, LLC and currently houses a building identified as the Bay Voyage Inn ("Main Structure"). The Main Structure has at times has been used as an inn, hotel, or guesthouse, but is located in an R-20 zone reserved primarily for residential use. JB's currently leases space from 150 Conanicus Avenue, LLC and operates a restaurant and bar within the Main Structure.

Specifically, JB's submitted an application to the Zoning Board seeking approval to construct an expanded outdoor deck, including (1) the addition of an outdoor bar, (2) steps leading to a new main entrance, and (3) a second handicap ramp connecting to the expanded deck which would be in the setback area. The application to the Zoning Board stated the following request for relief:

#17220740v1

Jamestown Town Council
 June 24, 2022
 Page 2

“[A] variance from Article 3, Section 82-301 entitled ‘District Development Regulations’, Section 82-302 entitled ‘District Dimensional Regulations[,]’ Table 3-2 for the Village Special Development District Zones R-8, R-20, CL and CD authorized by th[e Jamestown] Ordinance, Article 11 entitled Jamestown Village Development District, Section 82-1107, a Special Use Permit from Article 7, NONCONFORMING USES, Section 82-704. - ALTERATION OF A NONCONFORMING USE, and Article 6, Section 82-601 entitled ‘Special Use Permits Authorized by this Ordinance’ . . . to add a handicap access ramp and outdoor deck with awning to the existing restaurant space.”

On March 22, 2022, at a scheduled meeting, the Board’s written decision approving the application for the deck structure and handicap ramp was read into the record. The Decision was subsequently recorded on April 5, 2022. The Decision relied, in substantial part, on JB’s insistence that it had adequate parking to accommodate its existing interior seating and the newly expanded seating on a deck structure. Contrary to Jamestown ordinance, JB’s included on-street parking on municipal property in its total available parking.

The Owner appealed the decision and February 26, 2024, the Rhode Island Superior Court filed its decision reversing and, consequently denying, JB’s petition for a Special Use Permit and Variance. (A copy of the Decision is attached.) With respect to the legal requirements for off-street parking, the Superior Court was unequivocal stating:

In this case, there is no dispute between the parties that the Subject Property is required to have a minimum of sixty-nine parking spaces available pursuant to the ordinance. Reply Mem. at 2; see also generally R. at 145. There is also no dispute that the Subject Property only has fifty-five on-site parking spaces available. Reply Mem. at 2. R. at 49. Nevertheless, the Board not only summarily determined that there was adequate parking, it prohibited objectors, including Appellant, from addressing the issue. Specifically, the Board held that “the [parking] issue is not before the [B]oard as the [T]own ha[s] already determined that the applicant had enough parking for this project.” R. at 206. The Board further indicated that if the parking issue was properly before it, it would find that the Applicants had “more than enough parking and satisfies the statutory parking requirements,”²⁶ apparently relying on the prior zoning board approval as well as the conclusion that various “regulatory agencies” have monitored the property for “at least 10 to 15 years” and found “no problems.”

Thus, while the Board complied with the requirement to consider off-street parking in connection with the special use permit request, it did so in summary fashion relying on a previously issued variance whose current application is in

Jamestown Town Council

June 24, 2022

Page 3

question. Indeed, neither the Town nor the Applicants have provided any legal authority demonstrating that the Board's reliance on the prior issuance of various zoning certificates or the prior involvement of regulatory agencies should dictate the adjudication of parking issues relative to the Applicants' request for a special use permit. On the contrary, in analyzing the statutory language of § 45-24-54, our Supreme Court has stated that "a zoning certificate is not legally binding." *Parker v. Byrne*, 996 A.2d 627, 633 (R.I. 2010). **Accordingly, the Board's determination that there was adequate parking necessary to satisfy the applicable provisions of the Jamestown Zoning Ordinance is not supported by the reliable, probative, and substantial evidence of record and thus was clearly erroneous.**

(Dec. at 34, 35) (emphasis added.)

Present Legal Status

JB's has chosen not to appeal this decision by petitioning for a writ of certiorari and, as a result, the Superior Court's decision stands. JB's is therefore in ongoing violation of the Jamestown Zoning Ordinances due to the alterations it has made, its construction of a deck and additional handicap ramp and its lack of adequate onsite parking. Any suggestion that JB's did not need permission for these alterations at the outset is completely belied by JB's application to the Zoning Board asking for such permission. The falsity of this contention is also highlighted by the Zoning Board's grant (albeit erroneous) of a Special Use Permit and Variance acknowledging that without such approval, the modifications would be in violation of the ordinance. Any building permits or zoning certificates that may have been issued by Jamestown purporting to allow these alterations while the Superior Court's decision was pending are void and constitute a willful disregard for the court's superior authority and jurisdiction.

Owner's Position

The present use of the restaurant facility and surrounding area is simply too intense and conflicts with the primarily residential character of the neighborhood. Unfortunately for all involved, that use has become more intense despite the pending appeal before the Superior Court. The intensity of JB's operation in this area is not a minor matter and there are many deleterious spillover effects. For instance, unlawfully excessive capacity has led to trash issues that Wyndham cannot handle. Moreover, the noise, odors and overwhelmed street parking reduce the quality of life of the neighbors as well as their health and safety and constitute a nuisance per se.

Jamestown Town Council
 June 24, 2022
 Page 4

With respect to intensity, the Jamestown Zoning ordinance uses onsite parking as the primary means of limiting capacity. The Superior Court determined that Wyndham presently has 55 legal parking spaces. Of these, 32 are required to service the existing guest rooms. *See* Jamestown Zoning Ord. Sec. 82-1203. This leaves 23 spaces to service the existing restaurant. Given that a restaurant is allowed five seats for each parking space, JB's restaurant has a maximum seating capacity of 115. *See id.* In contravention of the Superior Court decision and the Jamestown Ordinances, JB's is currently operating well above the legal limit as follows:

Current outdoor seating:

New Patio Structure	36
Adirondack Chairs	10
Existing Outdoor Deck	30
<u>TOTAL</u>	<u>76¹</u>

Indoor seating based on January 2022 submitted plans 82

TOTAL current available seating - 158

JB's must therefore immediately eliminate at least 43 seats to reduce the total number of seats to 115 total.

Also, the new patio is a "structure" under the Jamestown Zoning Ordinances. *See* Jamestown Zoning Ord. Sec. 82-103 (151) ("Structure. A combination of materials to form a construction for use, occupancy, or ornamentation, whether installed on, above, or below the surface of land or water.") Given the Court's ruling that Jamestown Zoning Ord. Sec. 82-703 expressly prohibits the enlargement, extension, alteration, or reconstruction to any nonconforming use of a building or structure unless required for safety, the patio must be removed.

Also, the Court decision makes clear that JB's must immediately remove the handicap access ramp that unlawfully encroaches into the setback on the west side of the structure.

Since the decision was recorded months ago, JB's has had sufficient time to begin complying with the ruling. Instead, JB's appears to be ignoring the decision as well as the applicable ordinances.

What is surprising to us is that Jamestown would refuse to apply its own ordinances with respect to a single property owner and/or lessee. This is in stark contrast to the treatment our client, the

¹ Additional seating appears to be available around recently-installed fire pits.

Jamestown Town Council
June 24, 2022
Page 5

Owner, received when she recently sought a variance in an attempt to buffer her property from the noise and odors emanating from the commercial use.

If forced to seek relief before the Superior Court, the Owner will seek damages as well as her attorneys' fees. The Owner explicitly reserves the right to amend this demand as new damages are identified. If we do not come to a suitable resolution within forty (40) days of the receipt of this letter, we will pursue all available remedies in Superior Court, including monetary damages and equitable relief. We look forward to discussing these issues with appropriate personnel from the Town over the course of the next forty (40) days and prior to filing suit.

Sincerely,



Stephen J. MacGillivray

cc: Peter Medeiros, Building & Zoning Official
(via email pmedeiros@jamestownri.net)
Edward A. Mello, Town Administrator
(via email emello@jamestownri.net)
Girard Galvin, Esq.
(via email galvinlawri@gmail.com)

PARTRIDGE SNOW & HAHN LLP

Michael L. Mineau
 (401) 861-8296
 mmineau@psh.com

July 8, 2024

VIA FEDEX AND E-MAIL

Jamestown Town Council
 c/o Roberta J. Fagan, Town Clerk
 Jamestown Town Hall
 93 Narragansett Ave.
 Jamestown, RI 02835
 rfagan@jamestownri.net

Re: Response to June 24, 2024 letter from Attorney Stephen MacGillivray regarding that certain property located at 150 Conanicus Avenue, Jamestown, RI, also known as Assessor's Plat 8, Lot 258 (the "Property"), owned by 150 Conanicus Ave., LLC and operated by JB's on the Water, LLC

Dear Honorable Members of the Council:

The undersigned have been engaged to represent 150 Conanicus Ave., LLC ("150 Conanicus"), the owner of the Property, as well as JB's on the Water, LLC ("JB's"), the operator of the Property, in connection with issues referenced in the letter dated June 24, 2024 submitted to the Jamestown Town Council (the "MacGillivray Letter"). We are submitting this formal response to the MacGillivray Letter jointly with co-counsel for JB's, Attorney Girard Galvin. The purpose of this letter is to outline inaccuracies in the MacGillivray Letter, confirm that JB's present operations and recent improvements have all been appropriate and in conformance with properly issued permits and approvals, and notify the Council of potential harm to JB's and 150 Conanicus should the Council take any action consistent with that suggested in the MacGillivray Letter.

The MacGillivray Letter takes issue with certain renovations to the existing footprint of the patio, which were constructed in accordance with the Building Permit issued on March 22, 2022 and approval issued by the Coastal Resources Management Council (CRMC) dated June 22, 2022, copies of which are collectively attached hereto as **Attachment 1**. The MacGillivray Letter incorrectly conflates these approved renovations with the relief which had been sought pursuant to JB's prior application to the Jamestown Zoning Board seeking variances and a special use permit to expand the outdoor deck which was heard, approved, and then the subject of an appeal to the Superior Court, referenced in the MacGillivray Letter. For reference, copies of the December 15, 2021 Planning Commission Minutes, the January 3, 2022 Zoning Memorandum, and the February 22, 2022 Zoning Decision are attached hereto as **Attachment 2**.

Jamestown Town Council
July 8, 2024
Page 2

PARTRIDGE SNOW & HAHN LLP

Said Decision simply does not apply to the work which was actually conducted, as the non-conforming use has not been expanded, and the renovations to the existing space were simply improved in accordance with the Building Permit and CRMC approval. Notably, neither the Building Permit nor CRMC approval were appealed by MacGillivray's client.

Regarding parking, JB's and its predecessors have relied upon the existing parking in continuing to operate the pre-existing non-conforming use at the property. The parking is not only adequate for the use and seating capacity (which the Town has also previously determined) but, because the renovations did not expand the footprint of the non-conforming use, reference to the Superior Court's analysis of the issue on the appeal of the issuance of the special use permit has no bearing on whether JB's continues to operate in accordance with its approved status and utilizing its current parking, since a special use permit was not determined by the Town to be required for the renovations which have been performed at the property in accordance with the Building Permit.

Turning to the assertions set forth under the "Owner's Position" subheading of the MacGillivray Letter, it is apparent that MacGillivray's client, having failed to appeal the Building Permit and CRMC approval, and in the absence of the Town determining that JB's is presently in violation of any provisions of the Town's Code of Ordinances, seeks to assert that JB's operation presently constitutes a nuisance, which is clearly a private cause of action (albeit one which JB's asserts would be meritless if asserted). The MacGillivray Letter petitions this Council to take independent action against JB's to essentially determine that the lawful operations of JB's and the purported "deleterious" effects of same should be curtailed or remediated. The Town should simply decline to entertain such requests. Should the Town choose to change course in response to the MacGillivray Letter and take such action against JB's, the Town is hereby on notice that such action would cause severe economic harm to our clients and force our clients to take appropriate legal action at both law and equity to protect their interests. Nonetheless, our clients are not interested in engaging in such a dispute with the Town unless required to do so, and JB's values its relationship with the Town and hopes that it may continue to serve the Jamestown Community in operating the establishment located at the Property.

Finally, the issue of the handicap ramp which the MacGillivray Letter raises is of no consequence. While the Zoning Application included the ramp as part of the request for relief, the handicap ramp independently did not require such relief pursuant to R.I. Gen. Laws § 23-27.3-118.2(b), "Ramps for disabled persons", which provides as follows: "Notwithstanding the provisions of any zoning ordinance to the contrary, ramps, lifts and other accommodation alternatives necessary for compliance with the provisions of the Americans with Disabilities Act (ADA) relating to accessibility shall be permitted as needed in the front, side or rear yards of existing structures, including those which have been built-out or converted to commercial uses." Here, the handicap ramp is reasonable and necessary for the safe access to and use of the subject premises by disabled persons, and the Town should not attempt to take any action to disturb such ramp.

Jamestown Town Council
July 8, 2024
Page 3

PARTRIDGE SNOW & HAHN LLP

We appreciate the Town's support of JB's valuable and responsible community establishment and hope that the Council will disregard the threats asserted in the MacGillivray Letter. We would invite the opportunity to discuss any of these issues further should the need arise.

Sincerely,

/s/ Michael L. Mineau
Michael L. Mineau, Esq.
Partridge Snow & Hahn LLP

/s/ Girard A. Galvin
Girard A. Galvin, Esq.
Galvin Law, Ltd.

MLM:mk
Enclosures

cc: Girard A. Galvin, Esq. (via email at galvinlawri@gmail.com)
Mark Liberati, Esq. (via email at mark@lppllaw.com)
Howard Merten, Esq. (via email at hmerten@psh.com)
Stephen MacGillivray, Esq. (via email at smacgillivray@PierceAtwood.com)
Clients

4854-9887-3293.1/055555-0020

ATTACHMENT 1
(Building Permit and CRMC Approval)

POST THIS CARD SO IT IS VISIBLE FROM STREET

BUILDING PERMIT

Fee Billed: \$ 1945.00
 Fee Paid: \$ 1945.00
 Received By: JAMESTOWN, Building...
 Date Granted: 03/22/2022
 Numerical Code: 15
 Permit Number: B22-215

THIS CERTIFIES THAT 150 CONANICUS AVE LLC BCRB No. (If Applicable) 2877 Reg. Expires: 08/01/2022
 has permission to remodel interior of existing dining room, construct new bar, install new handicap ramp, refinish existing deck

Located at 150 CONANICUS AVENUE Plat/Map B/258-C1

Provided that the person accepting this Permit shall in every respect conform to the terms of the application on file in this office and to the provisions of the Statutes and Ordinances relating to Zoning, Construction, Alteration and Maintenance of Buildings in the municipality and shall begin work on said building within 6 MONTHS from the date hereof and prosecute the work thereon to a speedy Completion.

Any person who shall violate any of the Statutes and Ordinances relating to Zoning, Construction, Alteration, and Maintenance in the municipality shall be punished by penalties imposed by the State Building Code and Local Zoning Ordinances.



Building Official

BUILDING INSPECTION APPROVALS: Work shall not proceed until the inspector has approved the various stages of construction

STAGE OF CONSTRUCTION	SIGNATURE	STAGE OF CONSTRUCTION	SIGNATURE
1. _____	_____	5. _____	_____
2. _____	_____	6. _____	_____
3. _____	_____	7. _____	_____
4. _____	_____	8. _____	_____

This Permit must be returned for Certificate of Occupancy.
 On remote sites this card may be kept within the contractor's vehicle, readily available for inspection.

TO: Coastal Resources Management Council
4808 Tower Hill Road Suite 3
Wakefield, RI 02879
Phone: (401) 783-3370



FROM: Building Official DATE: June 9, 2022

SUBJ: Application of: Bay Voyage Inn Condominiums & Restaurant aka JB's On The Water

Location: Narragansett Bay - East Passage

Address: 150 Conanicus Avenue Plat No. 8 Lot No. 258

To Construct: To Build a New ADA Compliant Handicap Ramp & New Patio Area to the located on the South & West Side of The Existing Structure as noted on the attached Site Plan

I hereby certify that I have reviewed _____ foundation plan(s).
 plan(s) for entire structure
 site plans

Titled: Site Plan for RICRMC showing A New Handicap Ramp & Patio Area for Land Belonging to Bay Voyage Inn & Restaurant, a/k/a J.B's On the Water. Assessor's Plat 8 Lot 258 Prepared by Easterbrooks & Associates LLC

Date of Plan (last revision): Date: June 9, 2022,

and find that the issuance of a local building permit is not required as in accordance with Section _____ of the Rhode Island State Building Code.

N/A and find that the issuance of a local building permit is required. I hereby certify that this permit shall be issued once the applicant demonstrates that the proposed construction/activity fully conforms to the applicable requirements of the RISBC.

N/A and find that a Septic System Suitability Determination (SSD) must be obtained from the RI Dept. of Environmental Management.

N/A and find that a Septic System Suitability Determination (SSD) need not be obtained from the RI Dept. of Environmental Management.

and find that said plans conform with all elements of the zoning ordinance, and that if said plans require zoning board approval, that the applicant has secured such approval and that the requisite appeal period has passed with no appeal filed or appeal is final. The Zoning Board approval shall expire on _____.

Building Official's Signature Date

6/22/22

and find that said plans conform with all elements of the zoning ordinance, and that if said plans require zoning board approval, that the applicant has secured such approval and that the requisite appeal period has passed with no appeal filed or appeal is final.

Zoning Officer's Signature Date

6/25/22

TO: Coastal Resources Management Council
4808 Tower Hill Road Suite 3
Wakefield, RI 02879
Phone: (401) 783-3370



FROM: Building Official DATE: June 30, 2023

SUBJ: Application of: JB's On The Water @ Bay Voyage Inn

Location: Narragansett Bay - East Passage

Address: 150 Conanicus Avenue Plat No. 8 Lot No. 258

To Construct: To Install (3) firepits on the existing Patio area to the south of the existing building, along with a 250 Gal belowground Propane Tank & service lines, all noted on the Site Plan attached.

I hereby certify that I have reviewed _____ foundation plan(s).

plan(s) for entire structure

site plans

Titled: Site Plan showing Renovations to Bay Voyage Inn & Restaurant to be known as "JB's On The Water" Plat 8 Lot 258 Prepared by Easterbrooks & Associates LLC., last Revised Date: June 30, 2023 & Propane Tank Specification Sheet

Date of Plan (last revision): See Above

_____ and find that the issuance of a local building permit is not required as in accordance with Section _____ of the Rhode Island State Building Code.

and find that the issuance of a local building permit is required. I hereby certify that this permit shall be issued once the applicant demonstrates that the proposed construction/activity fully conforms to the applicable requirements of the RISBC.

_____ and find that a Septic System Suitability Determination (SSD) must be obtained from the RI Dept. of Environmental Management.

and find that a Septic System Suitability Determination (SSD) need not be obtained from the RI Dept. of Environmental Management.

and find that said plans conform with all elements of the zoning ordinance, and that if said plans require zoning board approval, that the applicant has secured such approval and that the requisite appeal period has passed with no appeal filed or appeal is final. The Zoning Board approval shall expire on _____.

[Signature] 7-10-23
Building Official's Signature Date

and find that said plans conform with all elements of the zoning ordinance, and that if said plans require zoning board approval, that the applicant has secured such approval and that the requisite appeal period has passed with no appeal filed or appeal is final.

[Signature] 7-10-23
Zoning Officer's Signature Date



ATTACHMENT 2
(Planning Commission Minutes: Zoning Memorandum: Zoning Decision)

Approved as Amended
PLANNING COMMISSION MINUTES
December 15, 2021
7:00 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:00 p.m. and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Mick Cochran
Bernie Pfeiffer	Dana Prestigiacomo
Michael Smith	

Also present:

Lisa Bryer, AICP – Town Planner
Wyatt Brochu -Town Solicitor
Cinthia Reppe – Planning Assistant
Tim Conway- Managing partner
Courtney Taylor – Taylor Interior Design, Inc.
Kevin Cannon – Partner/Contractor
Kevin Gadreau – Partner/Chef
Amy Sonder - PLS, Easterbrooks & Assoc.
John & Shannon Brito - Restaurant owners
Glenn Lepore - Principal LDL Studio Architects

II. Approval of Minutes December 1, 2021: review, discussion and/or action and/or vote

A motion was made by Commissioner Enright and seconded by Commissioner Smith to accept the minutes as written. So unanimously voted.

III. Citizen’s Non-Agenda Item – nothing at this time

Commissioner Swistak recused from the next agenda item.

- 1) **Beech Restaurant, 13 Narragansett Avenue, Plat 9 Lot 603; review, discussion and/or action and/or vote**
 - a. **Development Plan Review in the Jamestown Village Special Development District per 82-Article 11 -**
 - b. **Architectural Review per Zoning Ordinance Section 82-410**

Planning Commission Minutes
December 15, 2021
Page 2

Tim Conway 605 Beavertail Rd. He is the managing partner of this project. There are 8 families involved with the ownership, all with homes in Jamestown, and they are really excited to get started on this project. He introduced the team:

Kevin Gadreau-Chef /partner, Kevin Cannon-partner/contractor, Courtney Taylor – Designer Architect also a resident of Jamestown.

They intend to serve lunch and dinner 6-7 days a week and intend to be open year-round. They will be doing a lot of cleaning up of the current restaurant. Structurally they will be adding 2 vestibules. They will be enclosing some dining areas to be utilized year-round, adding heating and air conditioning. They are ready to go and excited to start construction. They would like to open April of 2022.

Courtney Taylor - 36 Whittier Rd presented to the Planning Commission.

Commissioner Enright asked about the area of the plan with the raised deck.

She said it does not change the number of seats just the orientation of the bar. There will be stationary windows and operable sliding windows. Accordion doors so they can be opened in the summer months.

They turned the bar from the original plans. They considered having a retractable awning but decided against it. They will be keeping the existing awning.

Commissioner Pendlebury asked about the changing of the awnings and does the fire marshal have to approve it. Lisa said Bill Moore will be looking at this plan for building code issues. He questioned the railings on the 3rd floor and whether they could be removed since no structure intended on that floor, just storage. Mr. Conway responded that there is still HVAC and patio storage up there and it conceals those elements as intended.

Commissioner Enright has a question about the 4 new lights on the second floor patio for the sign, illumination and interference for the drivers. She was told it is a goose neck light that will shoot down directly just illuminate the sign. They are not LED they are classic.

They do not need any variances everything being proposed is in compliance. Shared parking agreements were handled during the liquor license. Commissioner Enright asked about the bike rack and they said they would make sure there is one installed. It was noted that it was a condition of approval from the last time.

A motion was made by Commissioner Enright and Seconded by Commissioner Smith as follows:

The application of Conanicut Restaurant LLCI (DBA Beech), Managing Partner Timothy J. Conway, 13 Narragansett Avenue was reviewed by the Planning Commission on December 15, 2021 and the Planning Commission hereby grants Development Plan approval based on the following finding of fact and subject to the following conditions of approval:

Findings of Fact:

1. The application was reviewed under the standards of Zoning Article 11 as an alteration of an existing Development Plan approval granted in 2015 which includes alteration of the building façade as well as street frontage;
2. This application will not need any variances for the proposed work;

Planning Commission Minutes
 December 15, 2021
 Page 3

3. The proposed improvements do not change the number of permitted seats nor the parking requirement, as noted on the Zoning Certificate dated 10/12/2021 by Jamestown Building and Zoning Official William L. Moore;
4. This application has been reviewed by the TRC on 12-13-21 and by the Planning Commission on 12-15-21;
5. The applicant was represented by Managing Partner Tim Conway, Courtney Taylor, designer, Taylor Interior Design, Inc, Kevin Gadreau and Kevin Cannon, owner/contractor;
6. The following information has been provided for the current application:
 - a) Street View – Existing 11/22/21
 - b) Street View Proposed 11/22/21
 - c) Narragansett Avenue Entry View – Existing 11/22/21
 - d) Narragansett Avenue Entry View Proposed 11/22/21
 - e) Outdoor Dining View – Existing 11/22/21
 - f) Outdoor Dining View – Proposed 11/22/21
 - g) Parking Entrance View – Existing 11/22/21
 - h) Parking Entrance View – Proposed 11/22/21

 - i) As-Built Conditions – First Floor 11/22/21
 - j) Proposed First Floor 11/22/21 revised to show reorientation of bar 12/7/21
 - k) As-Built Conditions – Second Floor 11/22/21
 - l) Proposed Design Second Floor 11/22/21
 - m) Proposed Exterior Elevations DSN5 11/22/21
 - n) Proposed Exterior Elevations DSN6 11/22/21
7. This property is located in the Commercial Downtown (CD) Zoning District. Restaurant use is permitted by right;

Conditions of Approval:

1. The site improvements shall be built in strict accordance with the plans referenced above;
2. The new goose neck signage lighting shall be for the purpose of only illuminating the sign and not the deck;
3. A bike rack will be provided on site in a suitable location.

So voted:

Duncan Pendlebury – Aye Rosemary Enright – Aye Mick Cochran - Aye
 Bernie Pfeiffer - Aye Dana Prestigiacomo – Aye Michael Smith – Aye
 Motion carries 6-0

Commissioner Swistak rejoined the Planning Commissioners.

Planning Commission Minutes
 December 15, 2021
 Page 4

- 2) **Bay Voyage, 150 Conanicus Avenue, Plat 8 Lot 258 – review, discussion and/or action and/or vote – Recommendation to Zoning Board**
 - a. **Development Plan Review in the Jamestown Village Special Development District per 82-Article 11**
 - b. **Architectural Review per Zoning Ordinance Section 82-410**

Commissioner Swistak introduced the project

Amy Sonder is the land surveyor for the project. John and Shannon Brito are the same owners of Wickford on the water in Wickford and they want to expand the decks. This will be an expansion of an existing non-conforming use. It is under 25% which is allowed in a special use permit. Along with deck expansion they are proposing to add some stairs and a handicap ramp. New steps will require a variance to the front setback along Conanicus. The new stairs and ramp will be at zero setback. The existing middle steps are 1 foot off the setback and they are proposing to put an ADA compliant ramp which does not require any relief.

Amy Sonder handed out a sheet with numbered parking spaces added on it. Currently 69 spaces are needed based on the seating and number of rooms. They operate under the special use permit and have 55 onsite and 26 on the street. There is no increase in seating proposed. It is within the coastal feature she said so they will have to address that with CRMC after they go to Zoning. Swistak said she just clarified that the existing or proposed decks are within the setbacks of the condominium unit. Right now the deck as it exists is part of the condo unit. The condo docs need to be updated to include the deck area. We need communication from the association. The owner and the condo associations signatures are needed. Solicitor Brochu said you have to work with what is before you and list it as a condition.

John Brito said they have presented this plan to the condo association and they are in support of this project. The condo association wants this probably more than they do. He understands the technicalities of the signatures, they will get it signed. It can be a condition. It is more than a signature any decision tonight requires documentation authorization from the condo association since they are expanding outside of it; make it a condition. The zoning application by law needs a sign off by the owners it needs to be done as part of the application process. Zoning is going to need the record of authorization. They cannot go forward to zoning without it. Do we have the authorization from the condo owner. Yes.

Commissioner Swistak asked about parking, the way he sees it is Bill Moore has indicated in his Zoning Certificate that the parking is adequate based on the special use permit. They have 55 onsite and 26 on street. They are not expanding the number of seats. In 1985 they recognized the uses and associated parking as adequate. The liquor license talks about the number of seats. When brought up at Town Council the number of spaces was not an issue. It was recognized on 6-8-2021 they have enough parking.

Glenn Lepore, the designer, said they are not going to increase the number of seats. Swistak asked did you intend to send this set of documents to zoning? Yes.

Mr. Lepore said based on the TRC meeting they changed the railing and used vinyl lattice. Commissioner Pendlebury does not like the vinyl, Glen said they can do a hardy plank.

Planning Commission Minutes
 December 15, 2021
 Page 5

Commissioner Smith likes the vinyl lattice. Whatever is there now Commissioner Pendlebury will not argue with that. They are proposing a pergola. Does the trash serve the restaurant and the condo's? Yes. There is no trash in the restaurant area currently. It is central on site. They are doing the remodel of the building currently.

What about signage? A carved wood sign similar to what is there now. The Planner should review it with the building official for compliance. They discussed the ADA ramp that will be added instead of entering and walking down the hall where the condos are located, that is currently the handicap accessibility.

Commissioner Swistak said they made many changes to the draft motion. A discussion ensued about the changes that they added to the motion. Commissioner Cochran suggested that it is mentioned that the proposed setback is the same setback as the main lobby entrance. Rear steps off the deck are existing and they will be rebuilt. New site plan, the trash will be moved to the northwest area of the property.

A motion was made by Commissioner Pendlebury and seconded by Commissioner Cochran as follows:

The application of John and Shannon Brito DBA J.B.'s On The Water, and Owner 150 Conanicus LLC and The Bay Voyage Condominium association, located at 150 Conanicus Avenue was reviewed by the Planning Commission on December 15, 2021 and the Planning Commission hereby grants Development Plan approval and endorses amending the Special use Permit previously approved by the Jamestown Zoning Board of Review on 11/26/85 and 12/3/85 based on the following finding of fact and subject to the following conditions of approval:

Findings of Fact:

1. The application was reviewed under the standards of Zoning Article 11 as an alteration of the building façade as well as street frontage;
2. The existing Bay Voyage Hotel was built in 1900 and is non-conforming by setback on the west side where the hotel is set back approximately 10 feet off the Conanicus Avenue right-of-way and the existing stairs to Conanicus Avenue are set back only one foot from the edge of the right-of-way. The proposed handicap ramp and stairs is proposed to be within that 10' setback.;
3. This applicant testified that the application will need both a setback variance on Conanicus Avenue for the deck, and the stairs, as well as an amendment to the special use permit;
4. This application has been reviewed by the TRC on 12-13-21 and by the Planning Commission on 12-15-21;
5. The applicant was represented by Amy Sonder, PLS, Easterbrooks and Associates and applicants John and Shannon Brito.;
6. The following information has been provided for the current application:
 - a) Site Plan for Renovations to Bay Voyage Inn and Restaurant/JBs on the Water, prepared by Easterbrooks and Associates, LLC dated November 14, 2021 revised Dec. 15, 2021
 - b) Plans JB on the Water, Handicap Ramp and Deck Addition, 150 Conanicut Avenue, Jamestown RO by LDL Studio, Inc, Providence, RI:
 - 1) Proposed Partial Floor Plan A1.00 dated 12/15/2021

Planning Commission Minutes
 December 15, 2021
 Page 6

- 2) Proposed West Building Elevation, SD2.0 dated 12/15/2021
 - 3) Proposed South Building Elevation, SD2.1 dated 12/15/2021
 - 4) Proposed East Building Elevation, SD2.2 dated 12/15/2021
 - 5) Exterior Rendering – View 1, dated 12/15/2021
 - 6) Conanicut Avenue View, dated 12/15/2021
 - 7) Exterior Rendering View 2 dated 12/15/2021
- c) The Bay Voyage Condominium Survey Plan Recorded in Jamestown Land Evidence HPF 42A 1986
7. This property is located in the R-20 Zoning District. Restaurant, and Hotel are not permitted by right and a special use permit has been issued by the Zoning Board for changes to the building over the years.
 8. The restaurant, as shown on the plans comply with parking based on that the number of seats in the restaurant and are not proposed to change. This includes a 186 seat restaurant and a total requirement of 69 parking spaces. The Zoning Certificate, dated 6-8-2021 by Jamestown Building and Zoning Official William L. Moore notes that the site is approved for 20 Lounge seats, 46 Bay Room seats, 34 Tavern seats, 20 Veranda seats, 30 deck seats and 36 lawn seats. This seating requires a total of 69 parking spaces;
 9. The site plan shows a total of 55 on site spaces and 26 adjacent public off-site spaces available to patrons of the Bay View Hotel and restaurant;
 10. The applicant testified that the new handicap ramp at the front/west side of the building makes the building more compliant with regards to accessibility and requires no variance by state law;
 11. John Brito testified that the condominium association is as invested in the success of the restaurant as he is and the condominium board has approved the proposed changes;
 12. Construction of the new deck requires approval from CRMC because it is within 200' of their jurisdictional area;
 13. The trash receptacle for the entire facility, including the restaurant, is located at the Northwest corner of the property

Conditions of Approval:

1. The site improvements shall be built in strict accordance with the plans referenced above;
2. Approval is required by the Zoning Board of Review for zoning ordinance variances and amendment to the special use permit prior to issuance of a building permit;
3. The new sign for the restaurant shall be administratively approved by the Town Planner;
4. The Solicitor clarified that the applicant should provide the modified documentation of authorization of the Condominium Association as well as providing the signature of the unit owner on the application; and,
5. Final Development Plan Approval shall be granted administratively when all conditions of approval are satisfied and the variances and Special Use Permit has been granted by the Zoning Board of Review.

Planning Commission Minutes
December 15, 2021
Page 7

So voted:

Michael Swistak – Aye

Mick Cochran – Aye

Michael Smith – Aye

Duncan Pendlebury – Aye

Bernie Pfeiffer – Aye

Rosemary Enright – Aye

Dana Prestigiacomo – Aye

Motion carries 7-0

IV. Reports

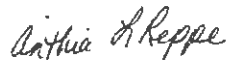
1. Town Planner's Report

- Future meetings – topics and applications – there is a lot going on in planning. Cyndee is retiring. Mike Smith is leaving and has been a member for 19 ½ years. Lisa was on the planning commission with Mike prior to her taking this position. She is advertising for Cyndee's position split between 10 hours for a clerk and 20 hours for a planner. The application of 29 Narragansett Ave was continued until February at the last zoning hearing.

V. Adjournment

A motion to adjourn at 8:43 was made by Commissioner Enright and seconded by Commissioner Cochran. So unanimously voted.

Attest:



Cynthia L. Reppe
Planning Assistant



TOWN OF JAMESTOWN

93 Narragansett Avenue, Jamestown RI, 02835
 William L Moore, Building official & Zoning Enforcement Officer
 401-423-9803, wmoore@jamestownri.net

Zoning Memorandum

Date: 1/3/2022

From: William L Moore, Jamestown Zoning Enforcement Officer

Subject Property location: 150 Conanicus Avenue, Assessor plat, 8 Lot, 258 Unit

Owner: 150 Conanicus Ave LLC / JB's on the water / Eastern Resorts Co LLC

Zoning District: R-20, Legal Non-Conforming Use, Non-conforming by dimension, Front setback

Existing Lot size: 49,504 square feet +/-, **Existing Building:** 177'x40'+-with outdoor decks to the East.

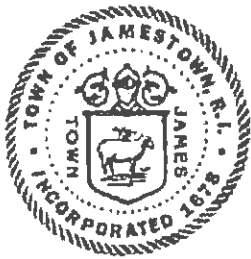
SEWER/SEPTIC: Public **WATER SUPPLY:** Public

Flood Zone: AE-12 ends edge of parking lot **CRMC Jurisdiction:** yes

Remarks: JB's on the Water has applied for Variances and special permits to expand the outdoor deck by 1126 square feet, together with an outdoor bar, Front entrance and ramp, specifically for the Restaurant. The mixed-use building and grounds are configured to contain 32-time share units, a Restaurant, outdoor pool, storage shed, together with off street parking of at least 55 spaces.

Below I have included a short version of the Zoning History. Attached are documented Zoning Approvals; previous Zoning Officers findings; Jamestown Town Council records; The reason for all this information is to apprise the Jamestown Zoning Board members of the history and what has been approved in the past, by not only the Zoning Board, but other Permitting Authorities of the Town of Jamestown.

1. February 2, 1984, Approval of renovations, Front setback variance, Cupola on roof, statement of 55 parking spaces inclusive of 15 public parking spaces, Access from Conanicus Ave, and screening of adjacent properties.
2. November 26, 1985, Approval to enlarge non-conforming use, Hotel and Restaurant, demolish 2 existing buildings, Egress lot from Conanicus similar to 1984 approval.
3. December 16, 1985, Approvals similar to above decisions, 1984, 1985
4. October 23, 1991, Approval of variance and special exception, to Extension, Addition and enlargement, porch Restaurant and relocate stairway.
5. July 27, 2005, Approval of Alteration of non-conforming use, to construct 12'x15' Storage building.
6. June 27, 2007, Approval of variance to construct deck and Gazebo 12'10 1/2" from Bayview Drive, no music after 10PM; Note this variance was not acted on, no construction commenced, and therefore approval has expired.
7. April 17, 2014, Frederick Brown (past Zoning Enforcement Officer), opined in an email to, Andrew Nota (Past Administrator) on seating potential 225, 32-time share units, parking at 77 Spaces.
8. November 14, 2016, Three documents from the November 21st Town Council meeting packet. The documents involve, alcohol approval and conditions, seating approval, and parking plan, (hand drawn)



DOC: 20220000062530
2022-018 Ps: 77
ZONING BOARD OF REVIEW

Town of Jamestown

93 Narragansett Avenue
401-423-7200

Jamestown, Rhode Island
02835-1199

February 22, 2022

JB's On The Water, LLC
c/o John & Shannon Brito
2 Sweet Briar Court
Warwick, RI 02888

Dear Mr. & Ms. Brito,

The following is the decision on your Petition heard by the Town of Jamestown Zoning Board of Review on February 22, 2022.

After testimony was completed at the public hearing for which due notice was given and a record kept, the Town of Jamestown Zoning Board of Review, after taking into consideration all of the testimony and exhibits at the public hearing, makes the following determination:

A motion was made by Terence Livingston and seconded by Richard Boren to grant the request of JB ON THE WATER, LLC with regard to property located at 150 Conanicus Avenue, and is further identified as Tax Assessor's Plat 8, Lot 258 for a Variance from Article 3, Section 82-301 entitled "District Development Regulations", Section 82-302 entitled "District Dimensional Regulations", Table 3-2 for the Village Special Development District Zones R-8, R-20, CL and CD authorized by this Ordinance, Article 11 entitled Jamestown Village Development District, Section 82-1107, a Special Use Permit from Article 7, NONCONFORMING USES, Section 82-704. - ALTERATION OF A NONCONFORMING USE, and Article 6, Section 82-601 entitled "Special Use Permits Authorized by this Ordinance" and Section 82-605 entitled "Variances Authorized by this Ordinance" to add a handicap access ramp and outdoor deck with awning to the existing restaurant space. Pursuant to Article 3, Table 3-1 a Restaurant serving alcoholic beverages is not permitted. Pursuant to Article 3, Table 3-2 a front setback of 30' is required. Pursuant to Article 11, Section 82-1107, the building placement must be reviewed by the Planning Commission. Pursuant to Article 7, Section 82-704, a Special Use Permit is required to alter a nonconforming use.

DOC: 20220000062550
Ek: 101E Pg: 78

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 600, SECTION 606, and SECTION 607, PARAGRAPH 2.

This Variance is granted with the following restriction/condition(s):

1. This project must be constructed in strict accordance with the site and building plans duly approved by this Board.
2. And the conditions of approval paragraphs 2-5 of the Planning Board memorandum dated January 4, 2021 (which should be 1-4-2022).
3. The site improvements shall be built in strict accordance with the amended plans.

This motion is based on the following findings of fact:

1. Said property is located in a R20 zone and contains 49,504 sq. ft.
2. The matter was originally heard at the zoning board on January 25, 2022
3. At the January 25, 2022 hearing certain objections were made to the application.
4. The matter was continued from the January 25, 2022 meeting to the meeting held on February 22, 2022.
5. Subsequent to the January 25, 2022 meeting and prior to the February 22, 2022 zoning board meeting, the applicant and his team including his attorney met with the neighbors who objected to the project.
6. The applicant after listening to the concerns of the objectors/neighbors, Elliott Richmond, 10 Bryer Avenue Jamestown, Rick and Betty Edie, Bryer avenue Jamestown and John Andrews, owner 10 Bryer Avenue Jamestown amended their application to address the objectors' / neighbors' concerns.
7. The applicant's amended their application as follows;
 - (a) The width of the southern deck, which goes almost up to Canonicus Avenue, was reduced from 11.6 feet to 8.4 feet,
 - (b) Construct a bench seat at the west end of the deck to keep people's backs to the west and lattice also to obstruct the view of patrons toward the westerly neighbors and vice versa.
 - (c) Relocate the steps facing Canonicus Avenue to access from the south side and the lawn area. And this shall reduce visibility from Bryer and Conanicus Avenue. It alleviates congestion on the sidewalks along Canonicus Avenue as well.
 - (d) The applicant will maintain a 4-foot-high hedge area as to help buffer anybody on the lawn but not obstruct the views of the people across the street.

DOC: 20220000062550
Ek: 1018 Ps: 79

(e) JB On the Water will encourage patrons to enter off Bay View Drive with landscaping in a foot path. They will be landscaping and trying to establish more of an entrance off of Bay View to eliminate people from gathering on the Canonicus side.

(f) The applicant is adding a JB On the Water sign on the Bay View side.

(g) The applicants are keeping the steps leading to the bar and deck but introduced tables on the south side to alleviate concerns of patrons using it as a bar rail. The applicant will shift the bar as far north as possible to locate it in line with the existing building and to help absorb sound being emitted from the easterly deck area. So, the deck and bar has been shifted north as close to the pool areas as we could get it, but they still do need to maintain the service steps and delivery.

(h) The original objectors/neighbors, Elliott Richmond, 10 Bryer Avenue Jamestown, Rick and Betty Edie, Bryer Avenue Jamestown and John Andrews, owner 10 Breyer Avenue Jamestown have withdrawn their objection to the application and are satisfied with the changes as proposed in paragraph 7 subparagraphs a-h above.

(i) Marylou Sanborn, and John Richardson, 20 Bay View Drive objected to the projected and testified they were not invited to the meeting that was subsequent to the January 25, 2022 hearing and prior to the February 22, 2022 zoning board hearing. Their objection amounted to the parking issues stating that they did not think the applicant had adequate parking. The Zoning Board's finds that issue is not before the board as the town had already determined that the applicant had enough parking for this project. In any event if the issue is properly before the Board, the board finds that the applicant has more than enough parking and satisfies the statutory parking requirements. The objectors were neighbors to the north who are the least affected by the project, they also complained about potential noise and congestion.

(j) the Bay Voyage hotel was built in 1900 and is non-conforming.

(k) The applicant testified due to pandemic condition testified they will suffer a financial hardship if not allowed to add additional outdoor seating and that 75% of his business is between Mother's Day and Columbus Day and the Board accepts this testimony as true.

(l) The applicant testified he cannot move the project to the east as it would encroach on the hotel pool. The Board accepts this fact as true and unworkable given the dimension of the hotel and the property

DOC: 20220000062550
Bk: 1018 Ps: 79-a

(m) The project will have two seat table setting outside, which takes up less space and reduces noise as only two people are conversing.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Terence Livingston, James King, and Jane Bentley voted in favor of the motion.

Judith Bell, John Shekarchi and Alex Finkelman were not seated.

This variance/special use permit shall expire one year from the date of granting unless the applicant exercises the permission granted.

Very truly yours,



Richard Boren, Chairman
Jamestown Zoning Board of Review
RB/pw

Received for Record
Roberta J. Fusan
TOWN CLERK
JAMESTOWN, R.I.
APR 05, 2022 08:22 AM
Vol: 1018 PG: 77

June 5, 2024

Barbara Carton

[REDACTED]
Jamestown, RI 02835

Dear Gould Island Advisory Committee,

I object to any change in deed restrictions on the Gould Island property. The restrictions specify that the island be kept undeveloped for wildlife, including nesting birds.

I disapprove of any other use, including active or passive recreation. This upholds the position of the Audubon Society of Rhode Island.

Sincerely,

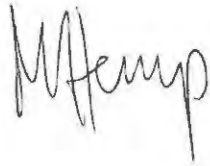
Barbara Carton

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JUN
Robe
TOWH

Dear Gould Island Advisory Committee,

My name is Margaret Hemp, a 26 year old resident of Jamestown and a budding ornithologist. In my lifetime I have seen the speed at which Jamestown is being developed, and the concurrent demolition of wild land and therefore wild life. Gould Island, in its current state, is not forgotten, vacant, nor underutilized. To the contrary, it is a sanctuary for breeding birds who desperately need it. Gould Island is one of the few places left where birds like the Yellow Crowned Night Heron, who are experiencing declines in numbers, can nest (as cited by the Rhode Island Breeding Bird Atlas 2.0). To develop this island in any way other than stated by the most recent April 1989 Deeded use of the island, in the name of "the conservation of wildlife" would be a grand oversight of our responsibility to the wild land and its beings. I strongly oppose the proposal to amend the future use-designation to the Army Corps of Engineers for the southernmost 17 acres of Gould Island from seasonal public recreation to year-round public recreation.

Thank you for your consideration,
Margaret Hemp



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