

**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, 48<sup>th</sup> 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: 48<sup>th</sup> 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 48<sup>th</sup> 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 21<sup>st</sup>, Special Meeting
  - 2) Monday, July 1<sup>st</sup>
  - 3) Monday, July 15<sup>th</sup>
  - 4) Monday, August 5<sup>th</sup>
  - 5) Monday, August 19<sup>th</sup>

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 15<sup>th</sup> and Monday, August 19<sup>th</sup>, 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 2<sup>nd</sup> and 9<sup>th</sup> 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
<b>TOTAL ABATEMENTS TO TAX ROLL</b>			<b>-\$ 1.40</b>
<b>TOTAL ADDENDA TO TAX ROLL</b>			<b>\$ 0.00</b>
<b>GRAND TOTAL TO THE TAX ROLL</b>			<b>-\$ 1.40</b>

- 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 17<sup>TH</sup> ~~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](mailto: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

# 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.

## Hazard Mitigation Plan Update 2024

### Town Council Hearing June 17, 2024

Photo: EastCoastLocalGovs/istock via Wikimedia Commons

## VALUE OF HAZARD MITIGATION PLANNING



## SCHEDULE

TASK	Feb	Mar	Apr	May	Jun	Jul
1. Review Current Plans/Update Requirements						
2. Work with Local Planning Team	2/22 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 June 17	
3. Community Engagement	2/20 Survey Launch 2/28 Public Workshop	3/28 Working Group Meeting—Action Planning	4/8 Survey Closed			
4. Community Profile and Draft Plan						
5. First Draft/Review by Local Planning Team						
6. Facilitate REEMA/FEEMA Approval Process						
Planning Meetings	2	2	1	1	1	

## HAZARDS IMPACTING JAMESTOWN



	SEVERE WINTER WEATHER		COASTAL FLOODING		HIGH WIND & THUNDERSTORMS		TORNADOES		INLAND FLOODING
	DROUGHT & EXTREME HEAT		COASTAL EROSION		EARTHQUAKES		GEOLOGICAL HAZARDS		TORNADOES
	WILDFIRE		SEVERE WINTER WEATHER		COASTAL FLOODING		HIGH WIND & THUNDERSTORMS		TORNADOES

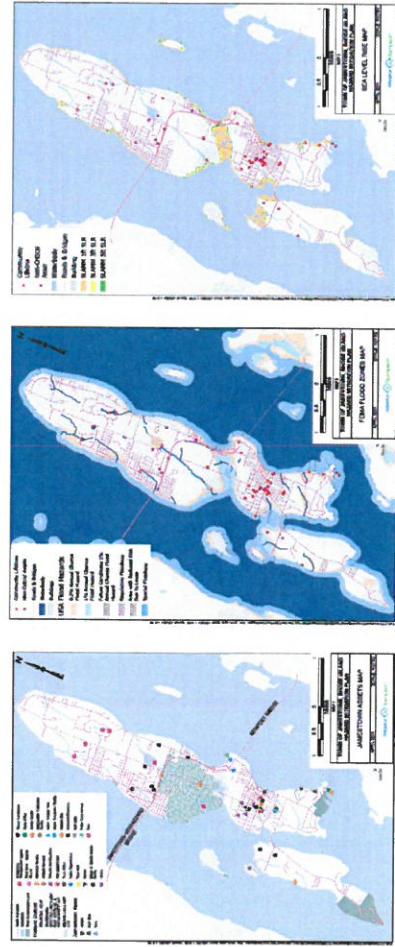


## COMMUNITY ASSETS & CRITICAL FACILITIES

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



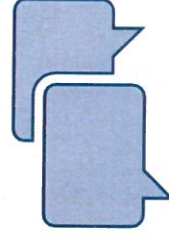
## MITIGATION ACTIONS (1-9)

#	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 Cove	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

