



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, August 19, 2024
6:30 P.M.

THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.

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

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

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

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

I. ROLL CALL

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

III. ACKNOWLEDGEMENTS, AND ANNOUNCEMENTS

- 1) Jamestown Police Department Promotions presentation:
 - a) Ptlm. Chad Specht promoted from the rank of Patrol Officer to the rank of Sergeant.
- 2) Jamestown Police Life Saving Medal Awards presentation:
 - a) Harbormaster Bart Totten
 - b) Harbor Division Intern Shannon Brecher
- 3) Letter of Commendation(s):
 - a) Jamestown Police Captain Angela Deneault
 - b) Jamestown Police Lt. Karen Catlow
 - c) Jamestown Police Sgt. Chad Specht
 - d) Jamestown Police Detective Jeffrey Petrarca
 - c) Jamestown Police Officer Robert Winsor
 - d) Jamestown Police Administrative Assistant Joan Rich
- 4) Citizens Appreciation Award(s):
 - a) Millie Asherov
 - b) Annabelle Doyle
- 5) Retirement Plaque Presentation
 - a) Jamestown Police Sgt. Mark Esposito

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
- C) Letters and Communication:
- 1) Review, Discussion, and/or Action and/or Vote: Letter dated August 5, 2024, from Robert Rocchio, P.E. Chief Engineer, RI Department of Transportation, re: Water main extension project on East Short Road in the vicinity of 38 East Shore Road to 68 East Shore Road; and the installation of curb stops and service lines at all properties along the extended line.
 - 2) Review, Discussion, and/or Action and/or Vote: Copy of the North Kingstown/Jamestown Emergency Water Supply Agreement dated July 16, 2024.
- D) New Business:
- 1) Review, Discussion, and/or Action and/or Vote: Proposed Water Budget and Rates FY 2024/2025 in the amount of \$1,669,595.00.
 - 2) Review, Discussion, and/or Action and/or Vote Proposed Sewer Budget and Rates FY 2024/2025 in the amount of \$965,666.00.
- 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) June 17, 2024 (regular meeting)
 - b) July 15, 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. PRESENTATIONS, RESOLUTIONS, AND PROCLAMATIONS

- A) Presentations: Review, Discussion, and/or Action and/or Vote: Jamestown Bike Path Committee presentation, recommendations, and/or adoption of the proposed Jamestown Bicycle and Pedestrian Master Plan (BPMP).

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) **Public Hearings:** Notice is hereby given that the Town Council of the Town of Jamestown will conduct a public hearing on September 3, 2024, at 6:30 P.M. at Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, to obtain citizens' views of the proposed Community Development Block Grant application for improved housing opportunities for low and moderate-income families and individuals. Duly advertised in the *August 15th edition of the Jamestown Press*. Written comments will also be accepted by mail to P.O. Box 377, Jamestown, RI 02835 prior to the hearing.

- 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 Sept 19, 2024 (F-24-8)

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 4 of 12 licenses per calendar year issued RIGL§3-7-14).

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

C) Licenses and Permits

- 1) Bingo License Application: All bingo 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 on the following:
 - a) Applicant: Friends of the Jamestown Seniors, Inc.
Event: Weekly Bingo Games
Date: September 1, 2024, to August 31, 2025
Location: 6 West Street, Jamestown (Senior Center)

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) North Kingstown Water Agreement updated. (Communications).
 - 2) Harbor Commission Executive Director recommendation (Consent Agenda).
 - 3) Building and Zoning Official recommendation (Consent Agenda).
 - 4) Senior Service Program Assistant appointment.
 - 5) Senior Center update.
 - 6) Short-Term Rentals compliance and non-compliance update.

IX. UNFINISHED BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Approval of the request(s) to the Town Council to grant an extension for a Temporary Trailer Permit as provided by the Town of Jamestown Code of Ordinances Section 34-42:
 - 1) Request from Bennett and Debra Cinquegrana, for temporary trailer permit extension from August 19, 2024, to November 15, 2024, and copy of correspondence received.

X. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: At the request of the Jamestown Elections Training and Advisory Ad hoc Committee, approval to establish the Jamestown Elections Training and Advisory Committee as a permanent standing committee of the Town of Jamestown.
 - 1) Letter and report from the members of the Jamestown Elections Training and Advisory Ad hoc Committee to the Town Council.

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) Joyce Hooley Bartlett
 - Application received June 12, 2024.
 - Interview to be scheduled at the Town Council's discretion.
 - ii) Linda Warner
 - Application received August 13, 2024.
 - Interview to be scheduled at the Town Council's discretion.
 - 2) Tree Preservation and Protection Committee, One (1) member vacancy with an unexpired term ending December 31, 2024:
 - a) Letter of resignation:
 - i) Donna Repko

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) July 15, 2024 (Regular Meeting)
 - 2) August 6, 2024 (Special Meeting)
- B) Minutes of Boards/Commissions/Committees
- 1) Affordable Housing, (June 26, 2024)
 - 2) Bike Path Committee (April 26, 2024)
 - 3) Bike Path Committee (June 14, 2024)
 - 4) Bike Path Committee (June 18, 2024)
 - 5) Bike Path Committee 2024 Attendance
 - 6) Harbor Management Commission (June 12, 2024)
 - 7) Planning Commission (June 26, 2024)
 - 8) Zoning Board of Review (June 25, 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 Zoning Board of Review will hold a public hearing on August 27, 2024, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following:
- 1) Application of Steve and Jamie Munger whose property is located at 230 Conanicus Avenue, and for the appeal of a decision made by the zoning

officer pursuant to Article 4, General Administration and Enforcement, Section 82-408, Appeal of a decision of the zoning enforcement officer. The applicant is aggrieved by the arbitrary and capricious decision made by the zoning officer who has decided NOT to enforce the conditions to the Special Use Permit granted to the Town of Jamestown by the Jamestown Zoning Board on March 27, 2019, for the property located at 245 Conanicus Avenue, Jamestown, RI 02835.

- a) Letter dated August 9, 2024, from Atty. Christian Infantolino representing Steve and Jamie Munger, to the Jamestown Town Zoning Board, c/o Peter Medeiros, Zoning Officer, notification of withdrawal of application of appeal of a decision made by the Town's zoning officer on June 28, 2024.
- 2) Application of Sergio Vinelli whose property is located at 10 Emerson Road, Jamestown, RI 02835, and further identified as Tax Assessor's Plat 8, Lot 209 for a Variance granted under Article 3. Special Use Permits and Variances, Sections 82-305, 82-306, and 82-307, for relief from Article 6 Section 82-602. Dimensional Regulations, Table 6-2 for the Village Special Development District Zones R-8, R-20, CL, and CD for a Front Yard Setback of 20' 6" where the required setback is 30' and the existing structure is located at 20' 6". The Applicant seeks relief in order to put a second floor on the property with a total additional space of approximately 749 square feet. Said property is located in a R20 zone and contains +/-24,829 square feet
- E) At the recommendation of Town Administrator Mello approval of the appointment of Dennis Begin as the Town of Jamestown Building and Zoning Official.
 - F) At the recommendation of Town Administrator Mello approval of the appointment of James Heagney as the Jamestown Harbor Commission Executive Director.
 - G) Ratification of the Administratively approved Short-Term Rental application for the period of August 19, 2024, through December 31, 2024:
 - 1) STR-109, Laura Carlson, 20 Brook Street
 - H) Ratification of the Administratively approved One-Day Event Entertainment License Application: Jamestown Shores Association Picnic (ENT-24-18), August 17, 2024, Heads/Sunset Beach.
 - I) Ratification of the Administratively approved One-Day Vendor/Peddler License Application: Jamestown Rotary, Fools Rules Regatta (ODVP-24-7), August 17, 2024, East Ferry Beach.

- J) 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 Senior Center
Event: Annual Senior Center Picnic (ENT-24-19)
Date: August 21, 2024
Location: Fort Getty Pavilion
 - 2) Applicant: Jamestown Arts Center (JAC)
Event: Film Screening: PBS Our Town (ENT-24-20)
Date: September 3, 2024
Location: JAC, 18 Valley Street
 - 3) Applicant: Out of the Box Studio & Gallery (OBSG)
Event: Where the Pavement Ends (ENT-24-21)
Date: September 19, 2024
Location: OBSG, 11 Clinton 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:
- 4) Copy of article to: Town Council
From: Marian Falla
Dated: July 10, 2024
Re: Newport City Council asks City Administration to provide recommendations on short-term rentals.
 - 5) Copy of letter(s) to: Town Council
From: Jamestown Lawn School 5th grader
Nathan David Verkuijen, re: Invasive Species.
 - 6) Copy of letter to: Town Council
From: Bob & Dawn Laman
Dated: June 30, 2024
Re: Maryse Poirier/Jamestown Farmer's Market.
 - 7) Copy of letter to: Town Council
From: Jennifer & Peter Knollmeyer, Becky Sterner, and Steve Clark
Dated: July 17, 2024
Re: Maryse Poirier/Jamestown Farmer's Market
 - 8) Copy of email to: Town Council
From: Kathy Silvestri and Arthur Grover
Dated: July 31, 2024
Re: Maryse Poirier/Jamestown Farmer's Market

- 9) Copy of email to: Town Council
From: Jan Goodland-Met/Casey Weibust, Out of the Box
Dated: July 15, 2024
Re: Jamestown Farmers Market
- 10) Copy of letter to: Town Council
From: Jan Goodland-Metz/Chandler Neale, Windmist Farm
Dated: June 8, 2024
Re: Gould Island use.
- 11) Copy of public notice
From: Coastal Resource Management Council
Dated: July 26, 2024
Re: Proposed amendments to the NARW Vessel Strike Reduction Rule.

XIV. 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 August 15, 2024.