



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 16, 2024.



MEMORANDUM

From the desk of Chief James P. Campbell

DATE: 8/5/24

TO: Roberta Fagan, Town Clerk

FROM: Chief James P. Campbell

SUBJECT: Police Department Promotion & Awards Ceremony August 19, 2024

Roberta,

I just wanted to let you know that on the evening of August 19, 2024 at the Town Council Meeting, I would like to conduct three separate ceremonies. The first ceremony will be a promotional ceremony followed by an Awards ceremony related to a water rescue on June 18, 2024. Lastly, I would also like to present Retired Sgt. Mark Esposito with a retirement Plaque. The following officers will be taking part in the ceremony that evening.

Officer Chad Specht will be promoted from the rank of Patrolman to the rank of Sergeant.

Harbor Master Bart Totten and Intern Harbor Employee Shannon Brecher – Life Saving Awards

Captain Deneault, Lt. Catlow, Sgt Spech, Det. Petrarca. Ofc. Winsor, Administrative Assistant Joan Rich- Letter of Commendation

Citizens Millie Asherov and Annabelle Doyle – Citizens Appreciation Award

(Ret.) Sgt. Mark Esposito- Retirement Plaque Presentation

Sincerely,

A handwritten signature in blue ink, appearing to read "James P. Campbell", written in a cursive style.

James P. Campbell
Chief Of Police

Project Update August 2024

WELLS

- JR-1 is in service.

TREATMENT PLANT

- We continue to operate with two staff in the water department. An advertisement for an assistant water superintendent fully licensed to operate the water treatment facility has been on the New England Water Career website for months
- A Request for Proposal for the operation and maintenance of the Jamestown Water Treatment Facility has been advertised. Proposals are due on August 29th. A preproposal conference was held on July 22th and two interested companies attended.
- Pare Corporation is preparing a final draft of the rules and regulations for the commission to review. I have attached a flow chart for new service connection applications for review and discussion.

TRANSFER PUMPING/RESERVOIR

- The north reservoir is just below capacity. No water has been transferred from South Pond.
- I met with our Engineering consultant to review the conditions at South pond for the dam improvement project. The Reservoir is at its highest level and is still spilling over due to excessive rainfall through the spring and summer. The conditions are too wet for construction of an earthen embankment at this time. We discussed dewatering the reservoir to below the excavation limits. Based upon the rate at which the pond is spilling over I am not sure that drawing the pond down is feasible for this season.

DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 60 MG

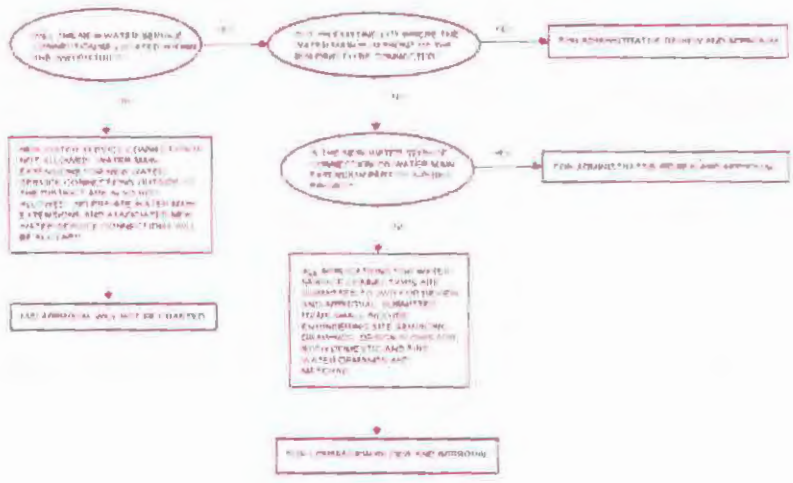
Usable Storage 54 Million Gallons

- The online survey for homeowners to complete and submit for the lead service inventory has not been successful. As of August 13th there have been 50 surveys completed out of the 1400 residential connections. We are working on a mailing that will be sent to homeowners to schedule a date with our staff to inspect their home service. The deadline for the inventory is October 16th.
- I have received a letter from the RIDOT regarding the proposed watermain extension in East Shore Road. They are requiring that the water services within the State Right-of-Way be installed to a curb stop at each of the properties along the extension. The purpose for this requirement is to eliminate the need for future excavation for connections. The Contractor will be required to restore the paved shoulder upon completion of the watermain installation. Each property will require approval from the Commission if they wish to connect in the future.

WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for July was 0.18 million gallons per day. The monthly average allowed by our discharge permit is 0.73 million gallons per day. The peak daily flow was 0.256 million gallons.
- Doug Ouellette and I met with staff from Weston and Sampson to review the draft evaluation report for the wastewater treatment facility and pump stations. They are addressing our comments and will prepare a final draft for the Commission and a presentation at the September meeting.

JAMESTOWN WATER DEPARTMENT (JWD) - FLOWCHART FOR NEW WATER SERVICE CONNECTION APPLICATION - DETERMINE TYPE OF APPLICATION



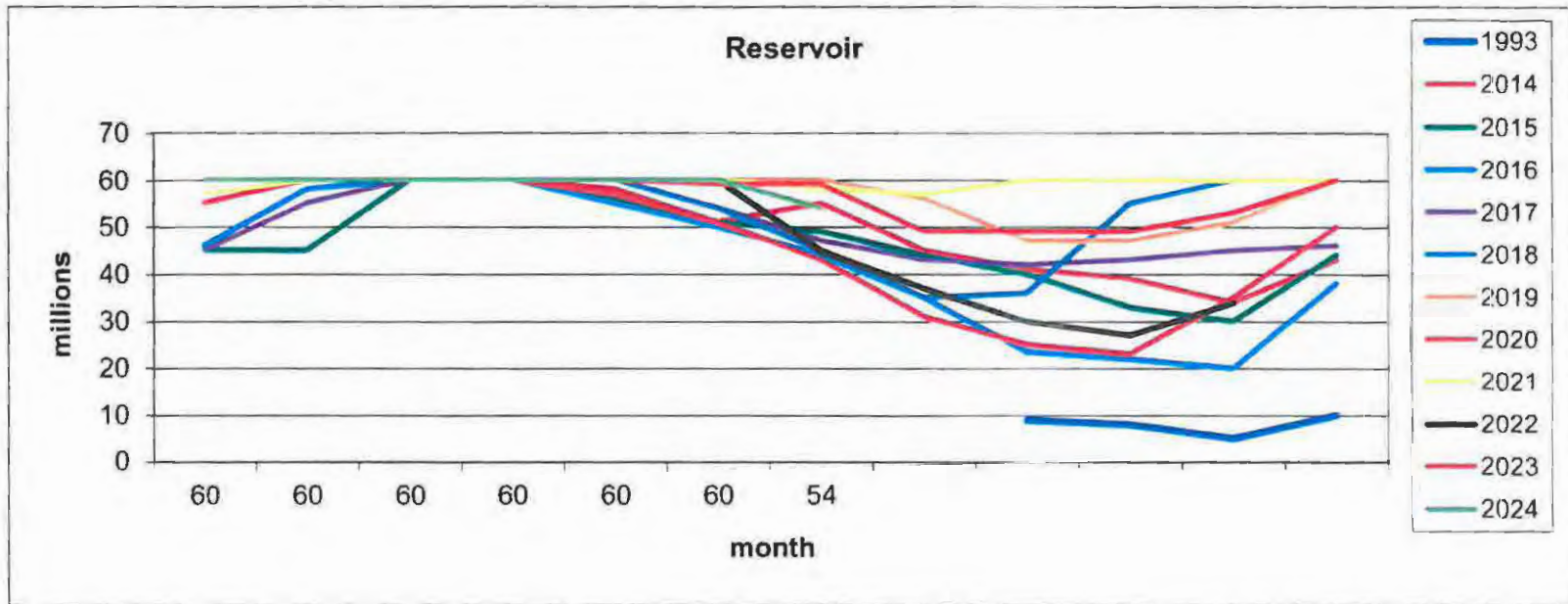
How do you want to treat each of these cases?

Admin Review
 - Existing lot with frontage on existing main

Commission Review
 - Existing subdivisions - existing houses
 - Existing subdivisions - new houses
 - New subdivisions, new lots
 - vacant lots
 - Commercial lots
 - Redevelopment of commercial lots
 - ADUs - No separate connection
 - Use by right
 - Part of affordable housing

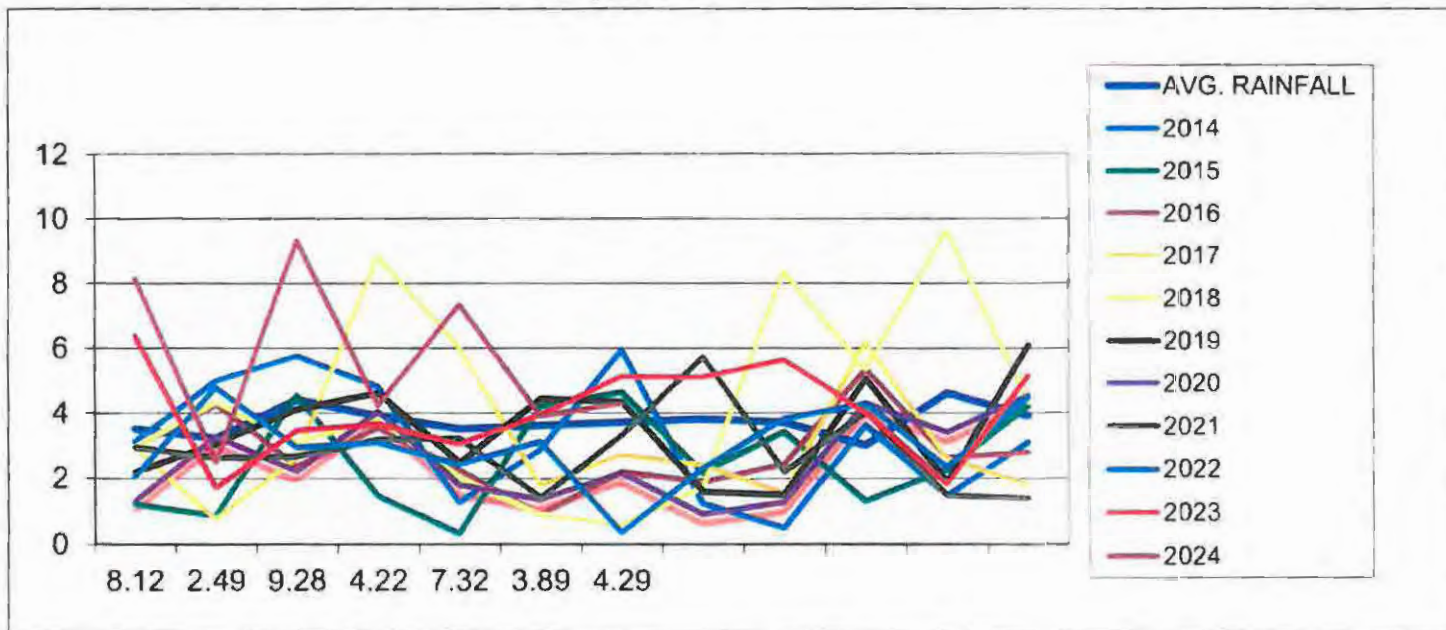
RESERVOIR LEVEL

	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	54
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	



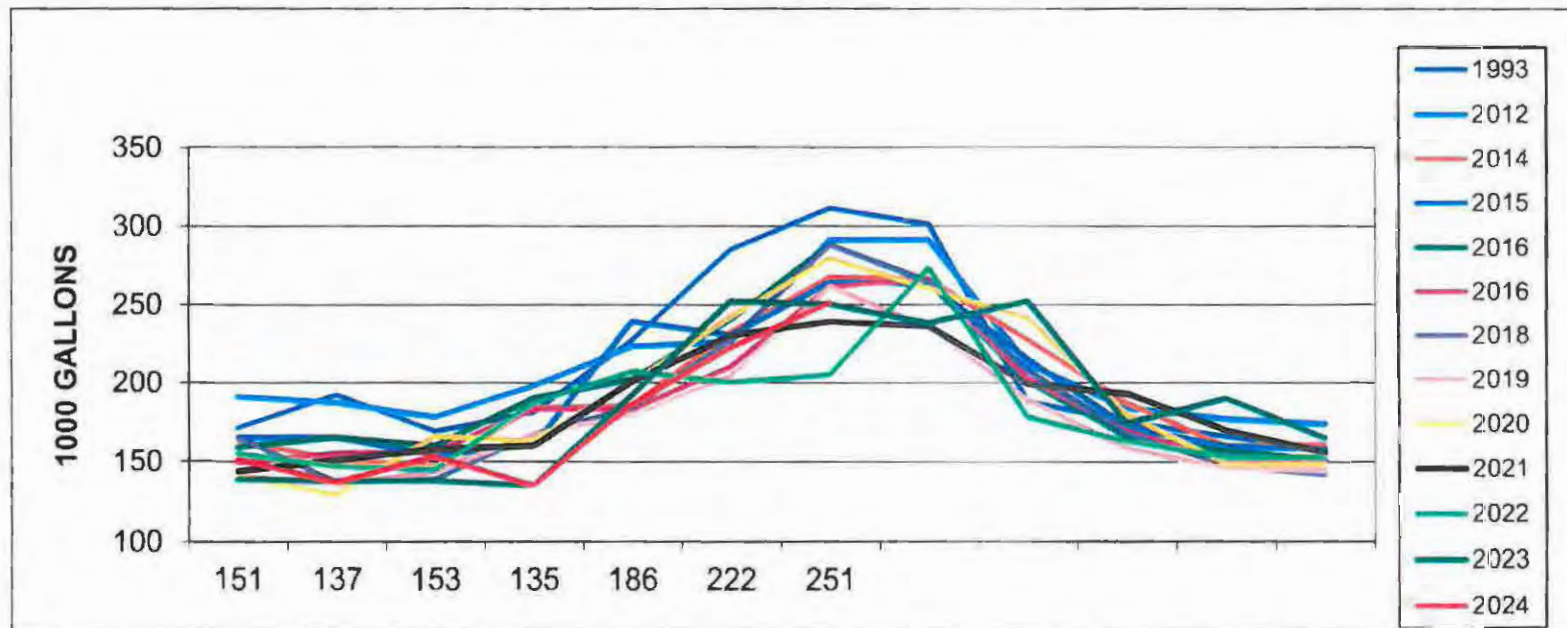
	AVG. RAINFALL	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan	3.5	3.1	1.22	2.94	2.94	2.94	2.19	1.3	2.94	2.04	6.36	8.12
Feb	3.2	4.98	0.86	4.25	0.76	4.33	3.06	3.26	2.62	4.77	1.7	2.49
Mar	4.4	5.74	4.53	2.36	2.62	3.07	4.11	2.21	2.66	2.94	3.44	9.28
Apr	3.9	4.8	1.47	3.53	8.8	3.79	4.61	4.03	3.18	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	4.29
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	39.61

RAINFALL

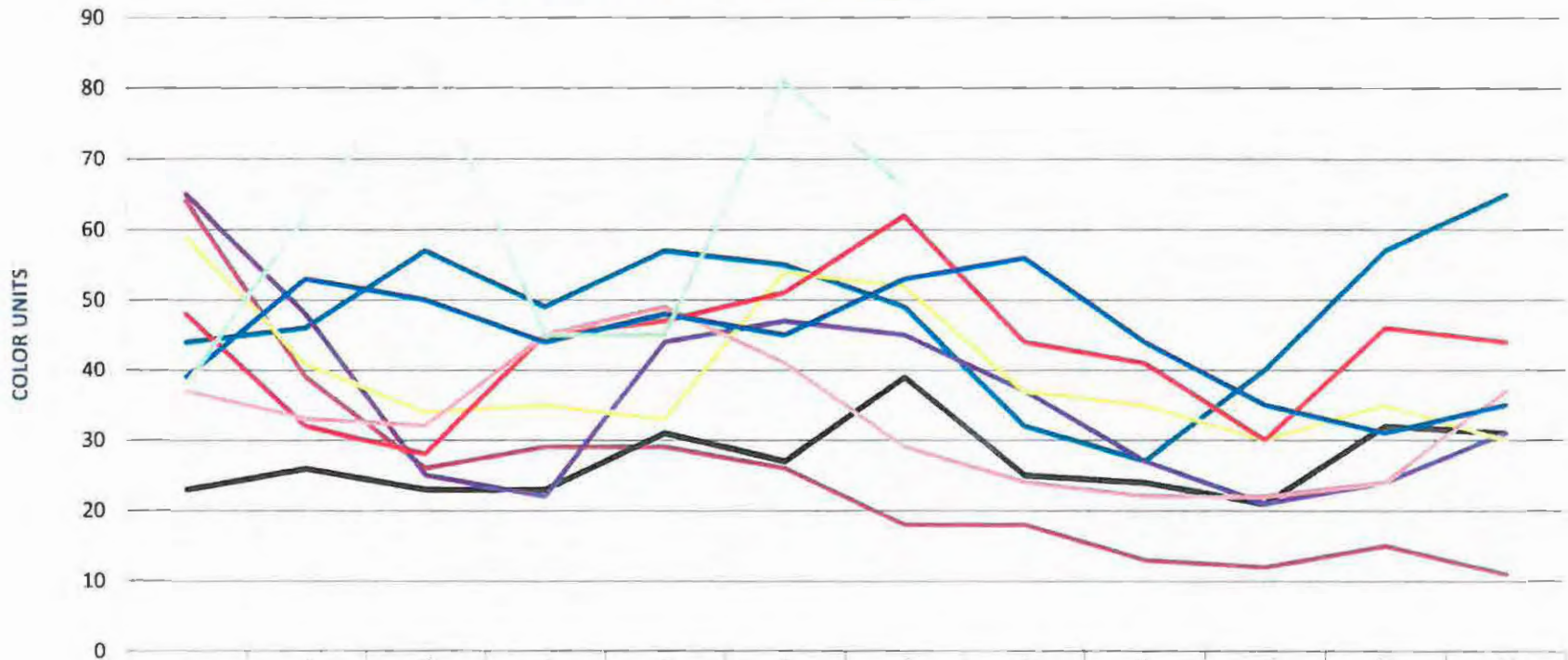


	1993	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan	171	172	155	191	163	165	159	149	165	141	141	144	155	139	151
Feb	192	158	156	187	151	165	165	155	137	135	129	151	147	138	137
Mar	169	157	155	178	147	154	160	156	139	144	166	158	145	138	153
Apr	181	180	170	198	184	160	190	183	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	251
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	66					

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

July

2024

Environmental Compliance (Violations)

There were no violations for the month of July

Complaints

There were no complaints to report for July.

Alarms

There are no alarms to report for the month

Septage

The facility received 7500 gallons septage for the month.

Sludge Production

The facility processed 107,000 gallons sludge in June through Wastewater Services Inc.

Maintenance Management

The Crew completed 70 work orders for July.

TREATMENT PLANT

Influent Totals Lbs.

TSS	
Total	6,790.02
High	729.88
Low	439.55
Average	522.31

BOD	
Total	6,720.40
High	661.73
Low	425.84
Average	516.95

Effluent Totals

LOADING Lbs

TSS		Permit Limits
Daily Max	12.38	304
Low	5.22	
Average	7.88	183

BOD		Permit Limits
Daily Max	11.50	304
Low	2.96	
Average	5.83	183

CONCENTRATION

Percent TSS Removal		Permit Limits
Percent Removed	98.0%	85%
Percent BOD Removal		
Percent Removed	98.5%	85%

BOD Concentration mg/L		Permit Limits
Monthly Average	3.9	30 mg/L
Weekly Average	5.3	45 mg/L
Daily Max	7.88	50 mg/L

TSS Concentration mg/L		Permit Limits
Monthly Average	5.49	30 mg/L
Weekly Average	5.3	45 mg/L
Daily Max	8.5	50 mg/L

Collection System

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

Energy Use

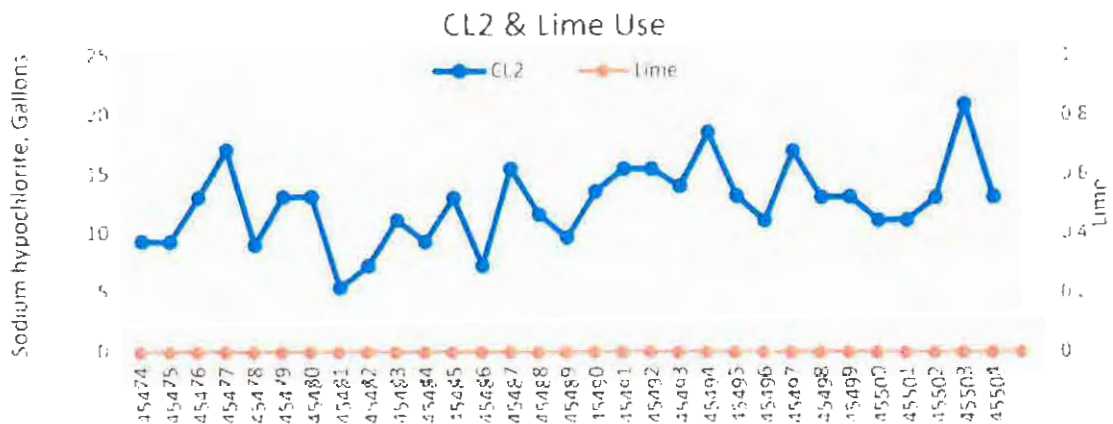
Energy use at the plant for the month was: KWH 18,240

Precipitation

Precipitation measured in at 4.29"

Chemical Use

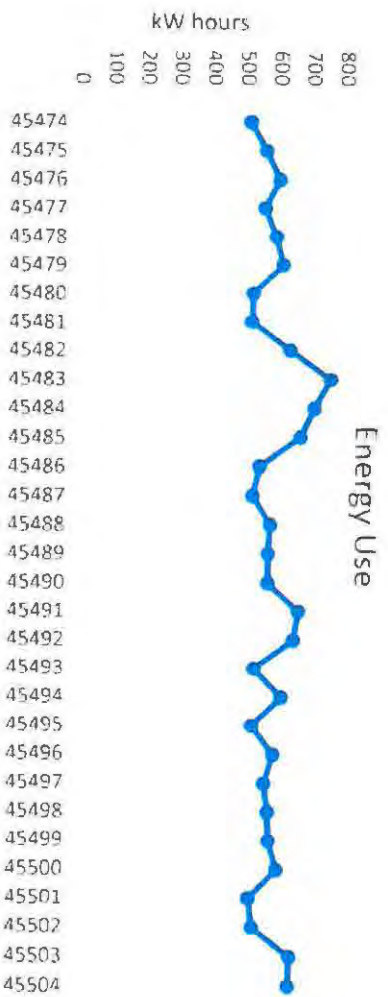
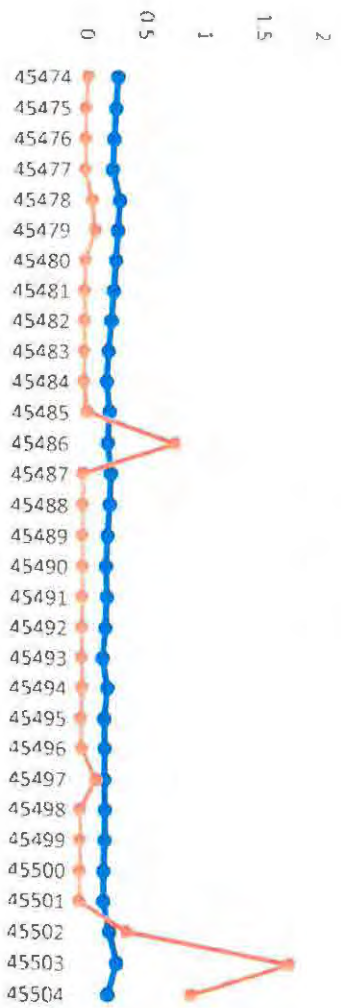
The facility used 389 gallons of Sodium hypochlorite and 0 pounds of lime for process



FIGURE

FLOW MGD		Permit Limits
Maximum	0.256	/
Minimum	0.126	/
Monthly Average	0.18	0.73
Total	5.46	/

Flow & Rain
 Flow — Rain





Department of Transportation
Two Capitol Hill
Providence, RI 02903

August 5, 2024

Mr. Michael Gray, P.E.
Director of Public Works
93 Narragansett Avenue
Jamestown, RI 02835

RE: Water Main Extension
68 East Shore Road
Plat 7 Lot 86

Dear Mr. Gray,

RIDOT is aware of the proposed water main extension project on East Shore Road. The proposed extension would run from the current end of the water line, in the vicinity of 38 East Shore Road, to 68 East Shore Road.

As you are aware, East Shore Road is a state maintained roadway. We request that the applicant be required to install curb stops and service lines at all properties along the extended line. This will mitigate the need for East Shore Road to be excavated in the future should any of these properties receive Town water service.

Please do not hesitate to contact me should you have any questions.

Sincerely,

Robert Rocchio

Robert Rocchio, P.E.
Chief Engineer

cc: Ouellette, Gagnon, Gallant, Paolino Properties, DiPrete Engineering

**NORTH KINGSTOWN / JAMESTOWN
EMERGENCY WATER SUPPLY AGREEMENT**

This Emergency Water Supply Agreement ("Agreement") is made and entered into as of July 16, 2024, by and between the TOWN OF JAMESTOWN, with an address of 93 Narragansett Avenue, Jamestown, RI 02835 and the TOWN OF NORTH KINGSTOWN, with an address of 100 Fairway Dr, North Kingstown, RI 02852

WHEREAS, the Town of North Kingstown owns, manages and operates a public water supply system in the State of Rhode Island and Jamestown owns, manages and operates a public water system in Jamestown, RI;

WHEREAS, Jamestown is interested in establishing an Emergency Interconnect Agreement pursuant to which Jamestown shall receive emergency supply water via sale of water from the North Kingstown water system. This agreement is contingent upon the Town of Jamestown securing written permission from the RI Department of Health to receive drinking water from the Town of North Kingstown.

NOW, THEREFORE, in consideration of mutually agreed upon guidelines, Jamestown and North Kingstown hereby agree as follows:

1. **EMERGENCY.** For purposes of the Agreement, an emergency shall exist if and only if the Jamestown Town Administrator declares that a water emergency exists. In such emergencies, Jamestown shall have already instituted all water restrictions in accordance with their Water Supply System Management Plan.
 - a. In the event of an emergency in which Jamestown requires additional potable water to service its customers, Jamestown shall contact North

Kingstown in writing including a brief summary of the need therefore, to activate the Emergency Interconnection.

- b. The emergency interconnection between the Town of Jamestown and the Town of North Kingstown, at present, is a 6-inch flexible PVC pipe laid across the Jamestown-Verrazano Bridge. When required, the PVC pipe is deployed from three (3) 2,500 linear-foot trailer mounted hose reels by the Jamestown Public Works Department. The pipe is placed on the westbound pedestrian walk of the bridge deck as the trailers drive over the bridge. After being deployed the flexible PVC pipe is connected to a hydrant on Lorelei Drive on the North Kingstown side and connected to HDPE piping fixed to the bridge on the Jamestown side. The HDPE piping in Jamestown runs easterly along Tashtassuck Road and then south on North Road to Weeden Lane where it is connected to the water distribution system in Jamestown.
- c. North Kingstown Water Director and Town Manager shall determine whether North Kingstown water is available at adequate flow and pressure to serve their existing customer base and provide emergency supply to Jamestown. North Kingstown agrees not to unreasonably withhold or delay its authorization to activate the emergency connection.
- d. Upon receipt of the authorization from North Kingstown, the Public Works Director of Jamestown and the North Kingstown Water Director, or their designees, shall coordinate the installation and connection of the pipeline over the bridge in accordance with Section b of this Agreement.

- e. The Town of Jamestown is solely responsible for the maintenance and repair of the emergency water pipe.
- f. Water line must be pressure tested, chlorinated and sampled per AWWA standards and *North Kingstown Department of Water Supply Planning, Material and Construction Specifications* prior to activation.
- g. Security measures as described in the letter from William G. Donovan, Acting Jamestown Chief of Police to June A. Swallow, Chief – Drinking Water Quality, RI Department of Health dated September 7, 2004 shall be implemented when the emergency connection is in use.
- h. At the time of activation North Kingstown Water staff shall read the meter Jamestown staff shall also read the meter to confirm the reading. The amount and duration of supply to Jamestown will be determined based on both Jamestown's needs at that time and North Kingstown's available supply.
- i. The North Kingstown Water Department will maintain a record of usage and any overtime costs needed to accomplish the task. Jamestown agrees to reimburse North Kingstown for these expenses and water costs.
- j. If, in the judgement of the North Kingstown Director of Water Supply there is a need to terminate the service to Jamestown, the Director will provide Jamestown with as much notice as possible prior to shutting off the supply. Supply may be resumed upon coordination with Jamestown.
- k. An updated contact list will be prepared and exchanged prior to activation of the interconnection.

2. PERMANENT PIPING REQUIREMENT. The Town of North Kingstown does not feel that the flex PVC piping is an appropriate long term option and requires that the Town of Jamestown devise a short-term plan to replace it with a permanently installed pipeline connection hung or placed on the bridge, designed to be acceptable to the Town of North Kingstown, the RI Department of Health and the RI Turnpike and Bridge Authority within five (5) years of the date of this agreement, followed by a long-term plan to address a permanent and sustainable water resource to the residents of Jamestown. Any capital project related to a permanent and sustainable water resource would be subject to available funding sources including but not limited to federal or state funds.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date first above written.

Witness: Ulfass

~~TOWN OF NORTH KINGSTOWN~~
 By: A. Ralph Mantis
 Name: A. Ralph Mantis
 Title: TOWN MANAGER

Witness: [Signature]

TOWN OF JAMESTOWN
 By: E. Mello
 Name: EDWARD MELLO
 Title: TOWN ADMINISTRATOR



James P. Campbell
Chief of Police

JAMESTOWN POLICE DEPARTMENT

250 Conanicut Avenue, Jamestown, RI 02835

Tel: (401) 423-1212 Fax: (401) 423-3710

www.jamestownri.gov/police

Mr. Michael Gray Director of Public
Works Town of Jamestown
93 Narragansett Avenue
Jamestown RI 02835

May 31 2024

Dear Mr. Gray:

According to the Town of Jamestown Emergency water supply plan, in the event of a water crisis for the Town of Jamestown, the Jamestown Water Department in cooperation with the Town of North Kingstown will provide water to the Town of Jamestown via a temporary piping system connected from North Kingstown to Jamestown.

This pipe system will be installed at your direction over the Jamestown Bridge and is to be located on the pedestrian walk-way on the north side of the bridge.

The Jamestown Police Department will:

1. Provide police coverage for traffic control during the deployment of all necessary equipment.
2. Coordinate with the Rhode Island Turnpike and Bridge Authority and Rhode Island Department of Transportation to access both camera systems in order to monitor the security of the equipment.
3. Coordinate with both the Rhode Island State Police and North Kingstown Police Department for immediate response to any reported unusual activity involving the equipment.
4. Direct patrols to frequently monitor the security of all equipment.
5. Provide immediate notice to the Jamestown Water Department of any suspected tampering of equipment.
6. Notify the Rhode Island Department of Health of any confirmed incidents of tampering or compromise to the integrity of the equipment.

Respectfully:

A handwritten signature in black ink, appearing to read "James P. Campbell".

James P. Campbell
Chief of Police

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

To: Honorable Council Members
From: Christina D. Collins, Finance Director
Date: August 15, 2024

A handwritten signature in blue ink, appearing to be "C. Collins", is written over the "From:" line of the header.

Subject: 2024/2025 Water & Sewer Budget

Attached please find the proposed Water & Sewer budgets for fiscal year 2024/2025. Major drivers of the proposed increases are directly related to the cost of effectively running the Plants. In FY2024 we saw a continued decrease in both usage and pumping that we have continued to see in the last 3 years. We believe this is due to continual conservation and an increase in precipitation this year which decreases water usage.

The Water budget as presented includes additional expenses of \$110,884 or a 7.11% increase in the operating costs for the Water department. Major drivers for the rate increase are in material, equipment maintenance, electricity, heating oil and chemical line. Also included is an additional \$25,000 for professional services for potential litigation. This budget requires an increase of 15% for metered excess water and a 10% increase on minimum in advance, for the next fiscal year (see attached schedule).

The Sewer budget as presented includes additional expenses of \$45,265 or a 4.92% increase in the operating cost for the Sewer department. As with the Water budget many line items were adjusted to trending and are beyond the control of staff. The Treatment Plant is monitored 24/7 with mandatory coverage required on the weekend as well as call outs for alarms and storms. The proposed budget will require an increase of 9.00% in the rate for customers for the next fiscal year.

Attached is a summary of billing rates for water and sewer for the existing fiscal year and the proposed FY2024/2025 year. The annual increase per household/user is between 6.97% and 11.34% based on the tiered structure for gallons used and the increase for Sewer usage.

With operating costs continuing to increase, the rates as presented are required to operate the Facilities in accordance with State and Federal guidelines.

TOWN OF JAMESTOWN - WATER DIVISION

Proposed Budget

July 1, 2024 - June 30, 2025

ACCOUNT NUMBER & DESCRIPTION	Actual FY22.23 6/30/2023	BUDGET FY23.24	PROPOSED FY24.25	FY23.24 YTD 6/30/2024	\$ Change Prev. Yr.	% Change Prev. Yr.
OPERATING REVENUES						
2102 0000 40101 Metered Excess Water	336,862.65	499,991.00	513,420.00	442,016.75	13,429.00	2.69%
2102 0000 40402 Minimum Charge	625,399.62	688,033.00	749,995.00	681,813.87	61,962.00	9.01%
2102 0000 40403 Fire Protection Charges	170,000.00	170,000.00	170,000.00	170,000.00	0.00	0.00%
2102 0000 40408 Income From New Services	22,850.00	18,500.00	18,500.00	3,000.00	0.00	0.00%
2102 0000 40409 Miscellaneous Income	12,157.57	17,000.00	17,000.00	9,927.20	0.00	0.00%
2102 0000 40415 Interest Income	6,455.68	3,600.00	4,000.00	6,616.22	400.00	11.11%
2102 0000 40420 Rental Water Tower	149,531.24	161,587.00	196,680.00	148,741.55	35,093.00	21.72%
40100 TOTAL REVENUES	1,323,256.76	1,558,711.00	1,669,595.00	1,462,115.59	110,884.00	7.11%
OPERATING SALARIES						
2102 7000 70100 Public Works Director	21,990.40	29,158.00	30,033.00	29,361.81	875.00	3.00%
2102 7000 70102 Accounting	50,128.97	49,750.00	50,745.00	51,294.47	995.00	2.00%
2102 7000 70103 Treatment Plant Oper w/long	84,065.44	87,537.00	91,991.00	26,853.78	4,454.00	5.09%
2102 7000 70104 Ass't Treat Plant Oper w/long	81,743.86	80,243.00	76,528.00	89,568.01	-3,715.00	-4.63%
2102 7000 70105 Plant Operator	49,035.84	69,742.00	73,192.00	67,076.84	3,450.00	4.95%
2102 7000 70513 Treatment Plant Oper - OT	11,537.87	15,000.00	15,000.00	0.00	0.00	0.00%
2102 7000 70514 Ass't Treatment Plant - OT	18,289.74	15,000.00	15,000.00	42,374.92	0.00	0.00%
2102 7000 70515 Plant Operator OT	6,812.25	10,000.00	10,000.00	6,349.43	0.00	0.00%
2102 7000 70339 License Yrly	1,800.00	1,800.00	1,800.00	0.00	0.00	0.00%
2102 7000 70501 Water Charge Backs	0.00	0.00	0.00	0.00	0.00	#DIV/0!
7000 Salaries	325,404.37	358,230.00	364,289.00	312,879.26	6,059.00	1.69%
2102 7001 70900 Social Security	22,733.03	27,405.00	27,730.00	19,562.14	325.00	1.19%
2102 7001 70901 Blue Cross/Delta Dental	46,432.93	50,340.00	37,000.00	20,053.67	-13,340.00	-26.50%
2102 7001 70902 Worker's Compensation	15,000.00	20,000.00	10,000.00	10,000.00	-10,000.00	-50.00%
2102 7001 70903 Retirement Fund	34,281.78	40,793.00	26,750.00	27,910.12	-14,043.00	-34.43%
2102 7001 70906 Life Insurance	639.81	670.00	670.00	506.88	0.00	0.00%
2102 7001 70910 Clothing Allowance	1,041.50	1,500.00	1,500.00	1,882.60	0.00	0.00%
Salary Adjustment	0.00	0.00	0.00	0.00	0.00	#DIV/0!
7001 Benefits	120,129.05	140,708.00	103,650.00	79,915.41	-37,058.00	-26.34%
7000/7001/7002 SALARIES/BENEFITS	445,533.42	498,938.00	467,939.00	392,794.67	-30,999.00	-6.21%
2102 7005 70601 Maintenance	420.00	6,000.00	6,500.00	6,447.55	500.00	8.33%
2102 7005 70606 Alarm Lines	5,282.69	4,000.00	4,000.00	5,761.37	0.00	0.00%
7005 Reservoirs/Rights of Way	5,702.69	10,000.00	10,500.00	12,208.92	500.00	5.00%
2102 7006 70601 Maintenance	0.00	1,000.00	1,000.00	900.00	0.00	0.00%
2102 7006 70636 Electricity	10,771.13	12,000.00	12,000.00	11,612.11	0.00	0.00%
2102 7006 70934 Depreciation Expense	0.00	0.00	0.00	0.00	0.00	#DIV/0!
7006 Wells	10,771.13	13,000.00	13,000.00	12,512.11	0.00	0.00%
2102 7010 70008 Lab Supplies	13,084.68	15,000.00	15,000.00	14,162.72	0.00	0.00%
2102 7010 70201 Consultant	0.00	100,000.00	100,000.00	96,680.00	0.00	0.00%
2102 7010 70631 Chemicals	53,978.40	65,000.00	65,000.00	56,677.90	0.00	0.00%
2102 7010 70632 Heat	12,475.42	18,000.00	18,000.00	12,924.37	0.00	0.00%
2102 7010 70633 Equipment Maintenance	43,115.88	45,000.00	60,000.00	47,596.03	15,000.00	33.33%
2102 7010 70634 Professional Services	40,034.10	5,000.00	30,000.00	41,718.66	25,000.00	500.00%
2102 7010 70635 Telephone	3,386.80	3,500.00	3,000.00	1,650.03	-500.00	-14.29%
2102 7010 70636 Electricity	47,060.87	55,000.00	55,000.00	49,283.49	0.00	0.00%
2102 7010 70637 Building Maintenance	7,214.02	8,000.00	10,000.00	11,533.05	2,000.00	25.00%
2102 7010 70638 State Testing	13,599.44	12,000.00	12,000.00	8,187.44	0.00	0.00%
2102 7010 70639 License Fees	3,325.00	6,000.00	6,000.00	3,925.00	0.00	0.00%
2102 7010 70643 Pump Out Treatment Plant	2,380.00	3,500.00	3,500.00	3,190.00	0.00	0.00%
2102 7010 70645 Water Sludge Disposal	21,657.18	16,500.00	28,000.00	27,891.22	11,500.00	69.70%
7010 Pump Station & Treatment Plant	261,311.79	352,500.00	405,500.00	375,419.91	53,000.00	15.04%
2102 7011 70636 South Pond - Electricity	9,687.49	5,000.00	6,000.00	6,353.65	1,000.00	20.00%
2102 7011 70637 South Pond - Transfer Pump	35.77	4,000.00	4,000.00	0.00	0.00	0.00%
7011 South Pond Pre-Treatment Bldg	9,723.26	9,000.00	10,000.00	6,353.65	1,000.00	11.11%
2012 7012 70636 Water Tower - Electricity	1,471.24	3,000.00	2,000.00	1,551.88	-1,000.00	-33.33%
2102 7012 70643 Water Tower - Maintenance	0.00	500.00	500.00	0.00	0.00	0.00%
7012 Water Tower	1,471.24	3,500.00	2,500.00	1,551.88	-1,000.00	-28.57%
2102 7013 70644 Gasoline/Oil	1,447.34	2,000.00	2,000.00	1,566.64	0.00	0.00%
2102 7013 70645 Repairs/Maintenance	78.02	4,000.00	4,000.00	905.89	0.00	0.00%
7013 Vehicles	1,525.36	6,000.00	6,000.00	2,472.53	0.00	0.00%
2102 7020 70651 Clamps	214.22	2,000.00	2,000.00	516.69	0.00	0.00%

TOWN OF JAMESTOWN - WATER DIVISION
Proposed Budget
July 1, 2024 - June 30, 2025

<u>ACCOUNT NUMBER & DESCRIPTION</u>	<u>Actual FY22.23 6/30/2023</u>	<u>BUDGET FY23.24</u>	<u>PROPOSED FY24.25</u>	<u>FY23.24 YTD 6/30/2024</u>	<u>\$ Change Prev. Yr.</u>	<u>% Change Prev. Yr.</u>
2102 7020 70652 Pipe	3,649.36	6,000.00	6,000.00	4,962.60	0.00	0.00%
7020 70653 Backfill & Excavation	1,390.80	2,000.00	2,000.00	0.00	0.00	0.00%
7020 Maintenance & Laterals	5,254.38	10,000.00	10,000.00	5,479.29	0.00	0.00%
2102 7030 70661 Service Repairs	8,666.65	10,000.00	10,000.00	10,972.40	0.00	0.00%
2102 7030 70663 New Services	4,226.56	6,000.00	6,000.00	0.00	0.00	0.00%
7030 Water Division Services	12,893.21	16,000.00	16,000.00	10,972.40	0.00	0.00%
2102 7040 70672 Supplies/Expenses	15,485.96	16,000.00	18,000.00	21,109.07	2,000.00	12.50%
7040 Meters	15,485.96	16,000.00	18,000.00	21,109.07	2,000.00	12.50%
2102 7050 70681 Hydrant Maintenance	6,041.12	8,500.00	8,500.00	274.79	0.00	0.00%
7050 Hydrants	6,041.12	8,500.00	8,500.00	274.79	0.00	0.00%
2102 7060 70923 Billing	4,994.16	6,500.00	6,500.00	4,579.88	0.00	0.00%
2102 7060 70924 Insurance	8,920.00	9,000.00	15,000.00	15,000.00	6,000.00	66.67%
2102 7060 70925 Audit	0.00	3,000.00	3,000.00	0.00	0.00	0.00%
2102 7060 70926 Supplies & Training	10,068.56	7,000.00	8,000.00	8,183.99	1,000.00	14.29%
7030 Administration	23,982.72	25,500.00	32,500.00	27,763.87	7,000.00	27.45%
2102 7070 70350 Principal	0.00	367,000.00	381,000.00	0.00	14,000.00	3.81%
2102 7070 70940 Interest	74,905.18	66,106.00	52,436.00	134,338.78	-13,670.00	-20.68%
Dam Repair (P&I) (\$550K)	0.00	27,000.00	26,720.00	0.00	-280.00	-1.04%
Water Tank Painting (\$1.5M)	0.00	29,667.00	109,000.00	0.00	79,333.00	267.41%
2102 7070 70300 Transfer to \$6.2 Water Debt	3,710.00	0.00	0.00	0.00	0.00	#DIV/0!
7070 Debit Service	78,615.18	489,773.00	569,156.00	134,338.78	79,383.00	16.21%
7080 70800 Infrastructure Replacement Fund/Capital Improvements	25,790.00	100,000.00	100,000.00	97,383.19	0.00	0.00%
7080 Total	25,790.00	100,000.00	100,000.00	97,383.19	0.00	0.00%
TOTAL EXPENSES	904,101.46	1,558,711.00	1,669,595.00	1,100,635.06	110,884.00	7.11%
TOTAL REVENUES	1,323,256.76	1,558,711.00	1,669,595.00	1,462,115.59	110,884.00	7.11%

TOWN OF JAMESTOWN - SEWER DIVISION

Proposed Budget

July 1, 2024 - June 30, 2025

ACCOUNT NUMBER & DESCRIPTION	FY22.23		PROPOSED FY24.25	FY23.24 YTD 6/30/2024	\$ Change Prev. Yr.	% Change Prev. Yr.
	YTD 6/30/2023	BUDGET FY 23.24				
OPERATING REVENUES						
2103 0000 40400 Sewer Line Frontage Assess.	81,225.56	81,389.00	81,385.00	81,384.44	-4.00	0.00%
2103 0000 40405 Inspection Fees	225.00	300.00	300.00	150.00	0.00	0.00%
2103 0000 40406 Sewer Use Sales	699,435.03	810,712.00	855,981.00	785,948.43	45,269.00	5.58%
2103 0000 40408 New Service Connect Fees	18,000.00	15,000.00	15,000.00	3,000.00	0.00	0.00%
2103 0000 40414 Dumping Fees	2,536.00	5,000.00	5,000.00	1,790.00	0.00	0.00%
2103 0000 40850 Golf Course Allocation	8,000.00	8,000.00	8,000.00	8,000.00	0.00	0.00%
40100 TOTAL REVENUES	809,421.59	920,401.00	965,666.00	880,272.87	45,265.00	4.92%
OPERATING EXPENSES						
2103 7000 70100 Public Works Director	21,990.53	29,158.00	30,033.00	29,361.56	875.00	3.00%
2103 7000 70101 Wastewater Super w/Long	87,719.38	90,038.00	92,739.00	90,149.37	2,701.00	3.00%
2103 7000 70102 Accounting w/Long	50,128.98	49,750.00	50,745.00	51,294.48	995.00	2.00%
2103 7000 70103 Asst. Super w/Long	83,315.26	80,243.00	82,650.00	85,475.41	2,407.00	3.00%
2103 7000 70104 Plant Operator w/Long	68,936.12	70,738.00	73,887.00	70,711.14	3,149.00	4.45%
2103 7000 70511 Wastewater Super OT	8,006.72	13,000.00	14,000.00	16,347.38	1,000.00	7.69%
2103 7000 70513 Asst. Superintendent OT	13,903.32	13,000.00	14,000.00	13,208.83	1,000.00	7.69%
2103 7000 70514 Plant Operator OT	8,172.45	13,000.00	13,000.00	11,337.91	0.00	0.00%
7000 Salaries	342,172.76	358,927.00	371,054.00	367,886.08	12,127.00	3.38%
2103 7000 70900 Social Security	23,334.49	27,462.00	28,386.00	24,732.82	924.00	3.36%
2103 7000 70901 Health & Dental	50,534.01	51,602.00	51,602.00	39,563.34	0.00	0.00%
2103 7000 70902 Worker's Compensation	8,000.00	8,000.00	8,000.00	8,000.00	0.00	0.00%
2103 7000 70904 Retirement	35,401.36	42,180.00	38,250.00	36,465.67	-3,930.00	-9.32%
2103 7000 70906 Life Insurance	698.49	695.00	695.00	702.27	0.00	0.00%
2103 7000 70336 Clothing Allowance	1,673.31	1,500.00	1,500.00	730.00	0.00	0.00%
2103 7000 70335 License Fees	1,800.00	1,800.00	1,800.00	3,300.00	0.00	0.00%
7000 Benefits	121,441.66	133,239.00	130,233.00	113,494.10	-3,006.00	-2.26%
7000 TOTAL SALARY & BENEFITS	463,614.42	492,166.00	501,287.00	481,380.18	9,121.00	1.85%
2103 7002 70001 Power - Electricity	46,904.65	55,000.00	55,000.00	48,376.85	0.00	0.00%
2103 7002 70002 Chemicals	3,268.93	3,000.00	5,000.00	6,897.22	2,000.00	66.67%
2103 7002 70003 Heat	12,298.08	15,000.00	15,000.00	10,392.74	0.00	0.00%
2103 7002 70004 Water	1,913.43	2,000.00	3,000.00	3,687.50	1,000.00	50.00%
2103 7002 70005 Chlorine	9,008.83	10,000.00	10,000.00	4,470.77	0.00	0.00%
2103 7002 70006 Equipment Maintenance	52,133.78	35,000.00	45,000.00	43,067.77	10,000.00	28.57%
2103 7002 70007 Misc Supplies, Office Cleaning	9,266.38	10,000.00	10,000.00	7,855.06	0.00	0.00%
2103 7002 70008 Laboratory Supplies	2,210.00	4,000.00	4,000.00	2,936.11	0.00	0.00%
2103 7002 70009 Telephone	474.58	1,000.00	1,000.00	433.98	0.00	0.00%
2103 7002 70010 Alarm Lines	6,677.78	7,500.00	7,500.00	7,127.13	0.00	0.00%
2103 7002 70011 Sludge Composting	45,656.98	50,000.00	50,000.00	46,669.74	0.00	0.00%
2103 7002 70012 Truck Operation & Main.	1,762.66	2,000.00	2,000.00	73.98	0.00	0.00%
2103 7002 70013 Gas - Truck	1,825.37	3,500.00	3,500.00	2,446.37	0.00	0.00%
2103 7002 70014 State Mandated Testing	36,449.45	30,000.00	40,000.00	37,193.74	10,000.00	33.33%
2103 7002 70201 Professional Services - Legal	0.00	2,500.00	2,500.00	0.00	0.00	0.00%
2103 7002 70315 Training	237.75	1,000.00	1,000.00	393.00	0.00	0.00%
2103 7002 70600 Professional Services	3,209.00	2,000.00	3,000.00	1,282.50	1,000.00	50.00%
7002 Wastewater Treatment Facility	233,297.65	233,500.00	257,500.00	223,304.46	24,000.00	10.28%
2103 7003 70017 Pumping Station #3 (W Ferry)	4,324.83	6,000.00	6,000.00	4,693.30	0.00	0.00%
2103 7003 70018 Pumping Station #1 (Bayview)	26,250.85	30,000.00	35,000.00	34,350.67	5,000.00	16.67%
2103 7003 70019 Pumping Station #2 (Hamilton)	12,232.89	12,000.00	17,000.00	16,844.32	5,000.00	41.67%
2103 7003 70020 Pumping Station #4 (Maple)	689.53	1,000.00	1,000.00	880.46	0.00	0.00%
7003 Pumping Stations	43,498.10	49,000.00	59,000.00	56,768.75	10,000.00	20.41%
2103 7004 70598 Equipment Insurance	7,000.00	7,000.00	10,000.00	7,000.00	3,000.00	42.86%
7004 Insurance	7,000.00	7,000.00	10,000.00	7,000.00	3,000.00	42.86%
2103 7005 70021 Maintenance Sewer Mains	7,364.00	12,000.00	12,000.00	4,635.50	0.00	0.00%
2103 7005 70xxx Sewer Truck	0.00	8,110.00	8,004.00	7,951.83	-106.00	-1.31%
2103 7005 70xxx Slip Lining	0.00	38,625.00	37,875.00	0.00	-750.00	-1.94%
2103 7005 70xxx Pump Station	0.00	0.00	0.00	0.00	0.00	# DIV/0!
2103 7005 70605 Interest	14,511.66	0.00	0.00	41,525.22	0.00	# DIV/0!
7005 Sanitary Sewers, Laterals & Mains	21,875.66	58,735.00	57,879.00	54,112.55	-856.00	-1.46%
7081 70801 Capital Improvements	94,259.03	80,000.00	80,000.00	62,850.00	0.00	0.00%
TOTAL EXPENSES	863,544.86	920,401.00	965,666.00	885,415.94	45,265.00	4.92%

CURRENT WATER RATES 2023/2024

**PROPOSED WATER RATES
FY2024/2025**

Water - Minimum in Advance- 10% inc.
Water- Excess Water - 15% inc.
Sewer - 9. % inc.

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	Yrly % inc.
4,000/12,000 gallons										
Minimum in Advance	1	\$98.80	\$98.80	\$395.19	1	\$108.68	\$108.68	\$434.71	\$39.52	
Excess Water	0		\$0.00	\$0.00	0		\$0.00	\$0.00	\$0.00	
State Surcharge 1	4	\$0.11	\$0.42	\$1.69	4	\$0.11	\$0.42	\$1.69	\$0.00	
State Surcharge 2	4	\$0.17	\$0.67	\$2.66	4	\$0.17	\$0.67	\$2.66	\$0.00	
Sewer Charge- usage	4	\$19.09	\$76.37	\$305.47	4	\$20.81	\$83.24	\$332.96	\$27.49	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	4	\$6.49	\$25.96	\$103.84	4	\$6.49	\$25.96	\$103.84	\$0.00	
			\$240.23	\$960.93			\$256.98	\$1,027.94	\$67.01	6.97%
8,000/32,000 gallons										
Minimum in Advance	1	\$98.80	\$98.80	\$395.19	1	\$108.68	\$108.68	\$434.71	\$39.52	
Excess Water	3	\$9.18	\$27.54	\$110.15	3	\$10.56	\$31.67	\$126.68	\$16.52	
State Surcharge 1	8	\$0.11	\$0.84	\$3.37	8	\$0.11	\$0.84	\$3.37	\$0.00	
State Surcharge 2	8	\$0.17	\$1.33	\$5.32	8	\$0.17	\$1.33	\$5.32	\$0.00	
Sewer Charge- Usage	8	\$19.09	\$152.73	\$610.94	8	\$20.81	\$166.48	\$665.92	\$54.98	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	8	\$6.49	\$51.92	\$207.68	8	\$6.49	\$51.92	\$207.68	\$0.00	
			\$371.19	\$1,484.74			\$398.94	\$1,595.77	\$111.03	7.48%
13,000/52,000 gallons										
Minimum in Advance	1	\$98.80	\$98.80	\$395.19	1	\$108.68	\$108.68	\$434.71	\$39.52	
Excess Water	8	\$9.87	\$78.95	\$315.80	8	\$11.35	\$90.79	\$363.16	\$47.37	
State Surcharge 1	13	\$0.11	\$1.37	\$5.48	13	\$0.11	\$1.37	\$5.48	\$0.00	
State Surcharge 2	13	\$0.17	\$2.16	\$8.65	13	\$0.17	\$2.16	\$8.65	\$0.00	
Sewer Charge- usage	13	\$19.09	\$248.19	\$992.78	13	\$20.81	\$270.53	\$1,082.13	\$89.35	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	13	\$6.49	\$84.37	\$337.48	13	\$6.49	\$84.37	\$337.48	\$0.00	
			\$551.86	\$2,207.46			\$595.92	\$2,383.69	\$176.24	7.98%
16,000/64,000 gallons										
Minimum in Advance	1	\$98.80	\$98.80	\$395.19	1	\$108.68	\$108.68	\$434.71	\$39.52	
Excess Water	11	\$12.50	\$137.52	\$550.08	11	\$14.38	\$158.15	\$632.60	\$82.51	
State Surcharge 1	16	\$0.11	\$1.69	\$6.75	16	\$0.11	\$1.69	\$6.75	\$0.00	
State Surcharge 2	16	\$0.17	\$2.66	\$10.65	16	\$0.17	\$2.66	\$10.65	\$0.00	
Sewer Charge- usage	16	\$19.09	\$305.47	\$1,221.88	16	\$20.81	\$332.96	\$1,331.85	\$109.97	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	16	\$6.49	\$103.84	\$415.36	16	\$6.49	\$103.84	\$415.36	\$0.00	
			\$688.00	\$2,751.99			\$746.00	\$2,983.99	\$232.00	8.43%

CURRENT WATER RATES 2023/2024

**PROPOSED WATER RATES
FY2024/2025**

Water - Minimum in Advance- 10% inc.
Water- Excess Water - 15% inc.
Sewer - 9.% inc.

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	
32,000/128,000 gallons										
Minimum in Advance	1	\$98.80	\$98.80	\$395.19	1	\$108.68	\$108.68	\$434.71	\$39.52	
Excess Water	27	\$17.40	\$469.80	\$1,879.20	27	\$20.01	\$540.27	\$2,161.08	\$281.88	
State Surcharge 1	32	\$0.11	\$3.37	\$13.49	32	\$0.11	\$3.37	\$13.49	\$0.00	
State Surcharge 2	32	\$0.17	\$5.32	\$21.30	32	\$0.17	\$5.32	\$21.30	\$0.00	
Sewer Charge- usage	32	\$19.09	\$610.88	\$2,443.52	32	\$20.81	\$665.86	\$2,663.44	\$219.92	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	32	\$6.49	\$207.68	\$830.72	32	\$6.49	\$207.68	\$830.72	\$0.00	
			\$1,433.87	\$5,735.50			\$1,569.20	\$6,276.82	\$541.32	9.44%

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	
68,000/272,000 gallons										
Minimum in Advance	1	\$98.80	\$98.80	\$395.19	1	\$108.68	\$108.68	\$434.71	\$39.52	
Excess Water	63	\$21.35	\$1,345.00	\$5,379.99	63	\$24.55	\$1,546.75	\$6,186.99	\$807.00	
State Surcharge 1	68	\$0.11	\$7.17	\$28.67	68	\$0.11	\$7.17	\$28.67	\$0.00	
State Surcharge 2	68	\$0.17	\$11.32	\$45.26	68	\$0.17	\$11.32	\$45.26	\$0.00	
Sewer Charge- usage	68	\$19.09	\$1,298.25	\$5,192.99	68	\$20.81	\$1,415.09	\$5,660.36	\$467.37	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	68	\$6.49	\$441.32	\$1,765.28	68	\$6.49	\$441.32	\$1,765.28	\$0.00	
			\$3,239.86	\$12,959.46			\$3,568.34	\$14,273.35	\$1,313.89	10.14%

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	
169,000/676,000 gallons										
Minimum in Advance	1	\$98.80	\$98.80	\$395.19	1	\$108.68	\$108.68	\$434.71	\$39.52	
Excess Water	164	\$27.33	\$4,482.02	\$17,928.09	164	\$31.43	\$5,154.33	\$20,617.30	\$2,689.21	
State Surcharge 1	169	\$0.11	\$17.81	\$71.25	169	\$0.11	\$17.81	\$71.25	\$0.00	
State Surcharge 2	169	\$0.17	\$28.12	\$112.49	169	\$0.17	\$28.12	\$112.49	\$0.00	
Sewer Charge- usage	169	\$19.09	\$3,226.53	\$12,906.10	169	\$20.81	\$3,516.91	\$14,067.65	\$1,161.55	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	169	\$6.49	\$1,096.81	\$4,387.24	169	\$6.49	\$1,096.81	\$4,387.24	\$0.00	
			\$8,988.11	\$35,952.44			\$9,960.68	\$39,842.72	\$3,890.28	10.82%

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	
210,000/840,000 gallons										
Minimum in Advance	1	\$98.80	\$98.80	\$395.19	1	\$108.68	\$108.68	\$434.71	\$39.52	
Excess Water	205	\$34.77	\$7,127.92	\$28,511.67	205	\$39.99	\$8,197.11	\$32,788.42	\$4,276.75	
State Surcharge 1	210	\$0.11	\$22.13	\$88.54	210	\$0.11	\$22.13	\$88.54	\$0.00	
State Surcharge 2	210	\$0.17	\$34.94	\$139.78	210	\$0.17	\$34.94	\$139.78	\$0.00	
Sewer Charge- usage	210	\$19.09	\$4,009.29	\$16,037.17	210	\$20.81	\$4,370.13	\$17,480.51	\$1,443.35	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	210	\$6.49	\$1,362.90	\$5,451.60	210	\$6.49	\$1,362.90	\$5,451.60	\$0.00	
			\$12,694.01	\$50,776.02			\$14,133.91	\$56,535.64	\$5,759.61	11.34%

JAMESTOWN WATER AND SEWER RATES
Proposed Rates for July 1, 2024 - June 30, 2025

Minimum in advance:						
Meter size	Quarterly		Seasonal		Quarterly	Seasonal
	Current Billing Rates					
5/8"	\$98.80		\$395.19		\$108.68	\$434.71
3/4"	\$144.23		\$576.94		\$154.33	\$634.63
1"	\$179.14		\$716.57		\$191.68	\$788.23
1 1/2"	\$220.66		\$882.63		\$236.10	\$970.89
2"	\$287.44		\$1,149.75		\$307.56	\$1,264.73
3"	\$529.92		\$2,119.67		\$567.01	\$2,331.63
4"	\$797.64		\$3,190.56		\$853.48	\$3,509.62

Current Excess Water Rates: * per 1,000 gallons			Proposed 15% inc.
Minimum	Maximum	Rates	
0	5,000	\$0.00	\$0.00
5,001	9,999	\$9.18	\$10.56
10,000	14,999	\$9.87	\$11.35
15,000	19,999	\$12.50	\$14.38
20,000	49,999	\$17.40	\$20.01
50,000	99,999	\$21.35	\$24.55
100,000	199,999	\$27.33	\$31.43
200,000	999,999,999	\$34.77	\$39.99

Excess Seasonal Water Rates: *per 1,000 gallons			Proposed 15% inc.
Minimum	Maximum	Rates	
0	20,000	\$0.00	\$0.00
20,001	49,999	\$17.40	\$20.01
50,000	99,999	\$21.35	\$24.55
100,000	199,999	\$27.33	\$31.43
200,000	999,999,999	\$34.77	\$39.99

CURRENT SEWER RATES:		Proposed 9% inc.
Sewer use rate (per 1000 gallons):	\$19.09	\$20.81
Sewer flat rate for pump out: Flat B	\$220.92	\$240.80
Sewer flat rate for those without meters and without water: Flat A	\$88.45	\$96.41
Sewer metered rate for those without water (per 1000 gallons):	\$19.09	\$20.81
Sewer Debt Flat Fee:	\$38.02	
Sewer Debt Usage Fee (per 1000 gallons):	\$6.49	

Misc. Charges: No Change	Rates
Turn on/off (\$15. per service)	\$30.00
Install/Remove (\$50. per service)	\$100.00
Early Install/Remove (\$25. per service)	\$50.00
Sprinkler Charge (per unit)	\$0.18
Frozen Meter	\$125.00
Special Reading	\$20.00
Call out	\$150.00
Lien discharge recording fee	\$49.00

State Surcharge Rates - No Change	
SC 1	.010540 per 100 gals.
SC 2	.016644 per 100 gals.

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

Monday, June 17, 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 6:38 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

ACKNOWLEDGMENTS, 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. Motion was mad by Commissioner Randall White, seconded by Commission Vice-President Meagher to approve 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. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

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

- 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 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 of 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.

Motion was made by Commissioner Randall White, seconded by Commission Vice-President Meagher to approve the draft of the decision letter, as presented by the Town Solicitor and to deny 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. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

- 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.
 - ii) 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 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 exhibit showing existing OWTS & Well
 - b) Review, Discussion, and/or Action and/or Vote of 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.

Motion was made by Commissioner Randall White, seconded by Commission Vice-President Meagher to approve the draft of the decision letter, as presented by the Town Solicitor and to deny the application of **Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue)** for water line extension. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

- 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 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 of 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.

Motion was made by Commissioner Randall White, seconded by Commission Vice-President to approve the draft of the decision letter, as presented by the Town Solicitor and to deny 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. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

- 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 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners
 - iii) Well works 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 of 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.

Motion was made by Commissioner Randall White, seconded by Commission Vice-President Meagher to approve the draft of the decision letter, as presented by the Town Solicitor and to deny the application of **Stephen Zimmiski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue)** for water line extension. 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: (None)

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 May.
- Rainfall was up for the month May, compared to the previous month and the previous year.

- 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 June 2024)*
Commission consensus: To accept the Public Works Director's report, as submitted.

LETTERS AND COMMUNICATIONS

(None)

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.** Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White 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. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

CONSENT AGENDA

- 1) **Finance Director's Report:** Comparison Budget to Actuals as of May 31, 2024. Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White 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 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 7:09 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

Project Update June 2024

WELLS

JR-1

- JR-1 is in service.

TREATMENT PLANT

- We continue to operate with two staff in the water department.
- I have been working on the water and sewer rules and regulations with Pare Corporation to finalize a draft for the commission to review.
- The RIDOH collected a second round of samples from the North Reservoir and well JR-1 for PFAS analysis.

TRANSFER PUMPING/RESERVOIR

- The north reservoir is at capacity and spilling over. No water has been transferred from South Pond.

DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage 6 Million Gallons

North Pond @ 60 MG

Usable Storage 60 Million Gallons

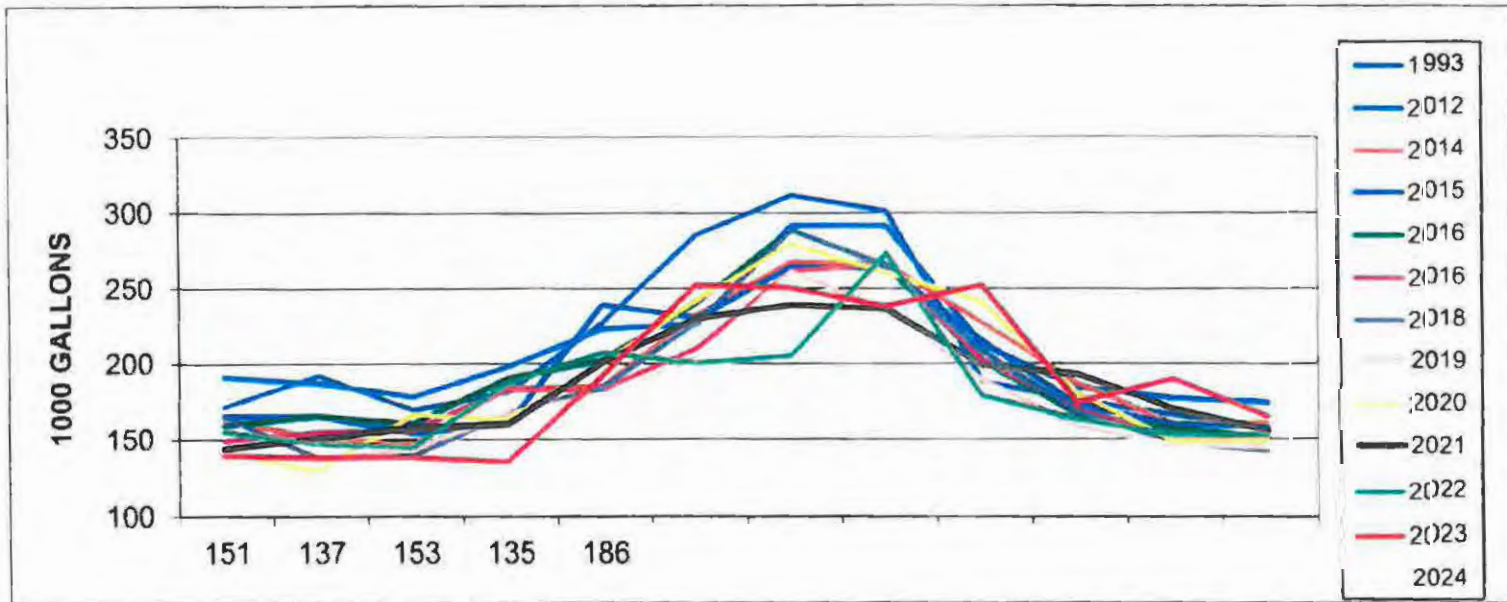
- Staff worked with the recreation department to connect the Mackerel Cove life guard and bathroom building for the season.
- The watermain replacement project on High Street will continue in the next few weeks with the connection of Clinton Avenue to the new main. Once that connection is complete the old main can be disconnected at Green lane.
- Atlas Painting has completed the concrete splash pads at both overflow discharge pipes from the tanks.
- I am working with Jean Lambert to determine the scope of our inventory program for lead service lines on our water distribution system. Lead services are located on the cast iron distribution mains. Many of the services have been replaced over the years by the water department and home owners. A notice will be mailed to homeowners asking for their assistance in identifying the service pipe in their home. Inspections will be conducted by the staff to create our inventory that is due by October 16th to the RIDOH.
- Staff completed water service installations on Pemberton Avenue, Longfellow, and Ocean Avenue.

WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for May was 0.53 million gallons per day. The monthly average allowed by our discharge permit is 0.73 million gallons per day. The peak daily flow was 1.69 million gallons due to rain storms.
- Weston and Sampson will have a draft assessment report for the wastewater facility and pump stations submitted for review by the end of June.
- There are two facilities in the State of Rhode Island that process sludge from Wastewater plants. I was just informed by RIDEM that the Woonsocket Facility is closing which impacts 30 wastewater facilities. The facility in Cranston where we send our waste is beginning to feel the pressure due to the volume of waste that they are receiving. We will continue monitoring the issue as it may affect how sludge is accepted and processed in Rhode Island. There will be an increase in cost if sludge is sent to facilities out of state for disposal.

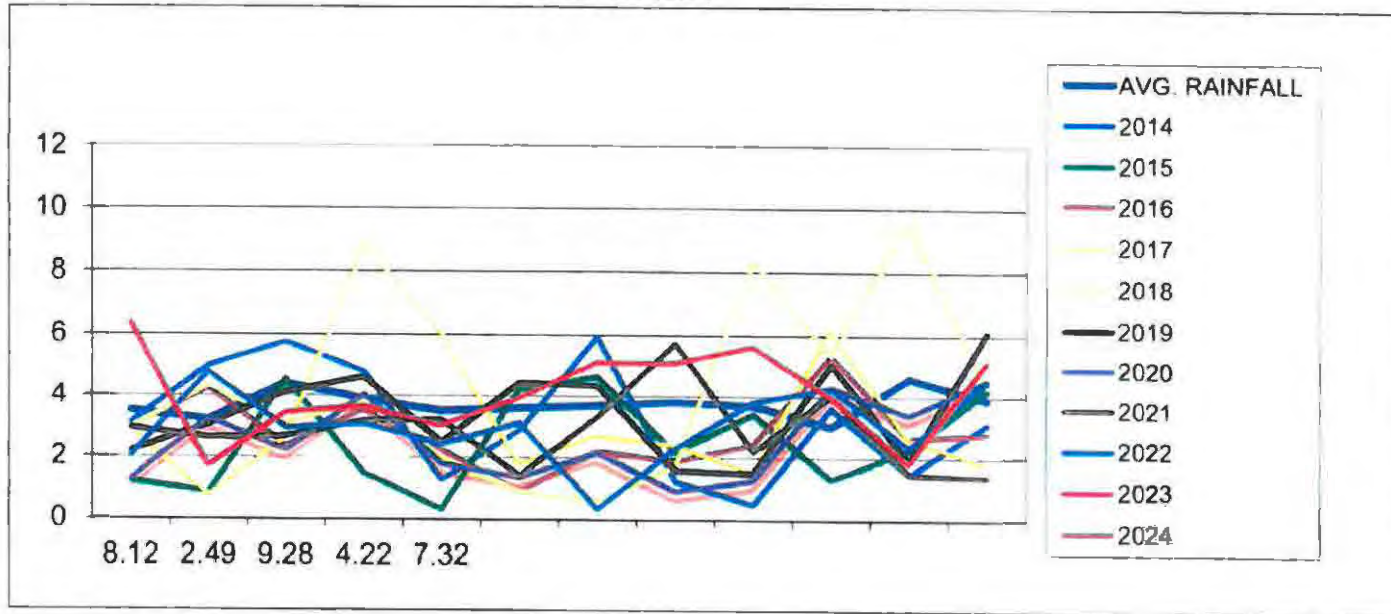
	1993	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan	171	172	155	191	163	165	159	149	165	141	141	144	155	139	151
Feb	192	158	156	187	151	165	165	155	137	135	129	151	147	138	137
Mar	169	157	155	178	147	154	160	156	139	144	166	158	145	138	153
Apr	181	180	170	198	184	160	190	183	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	
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

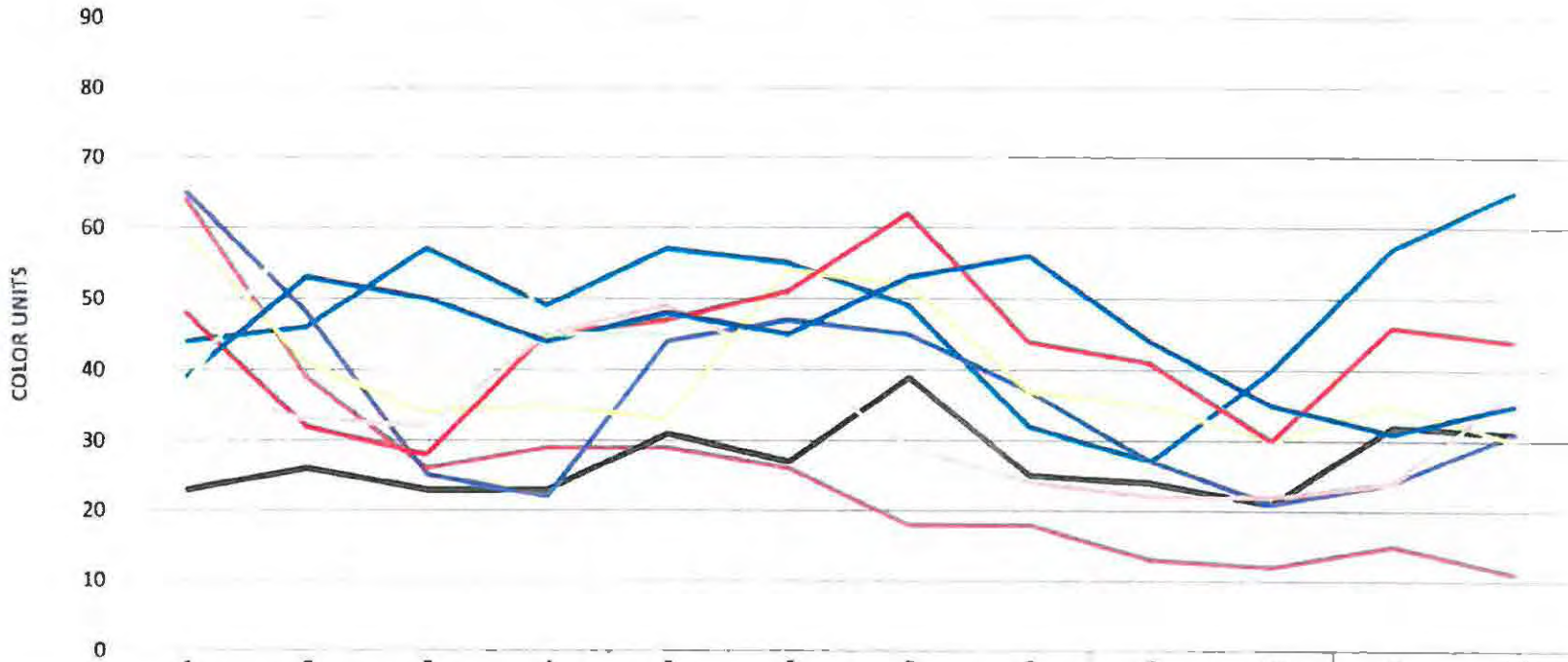


	AVG. RAINFALL	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan	3.5	3.1	1.22	2.94	2.94	2.94	2.19	1.3	2.94	2.04	6.36	8.12
Feb	3.2	4.98	0.86	4.25	0.76	4.33	3.06	3.26	2.62	4.77	1.7	2.49
Mar	4.4	5.74	4.53	2.36	2.62	3.07	4.11	2.21	2.66	2.94	3.44	9.28
Apr	3.9	4.8	1.47	3.53	8.8	3.79	4.61	4.03	3.18	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	
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	31.43

RAINFALL



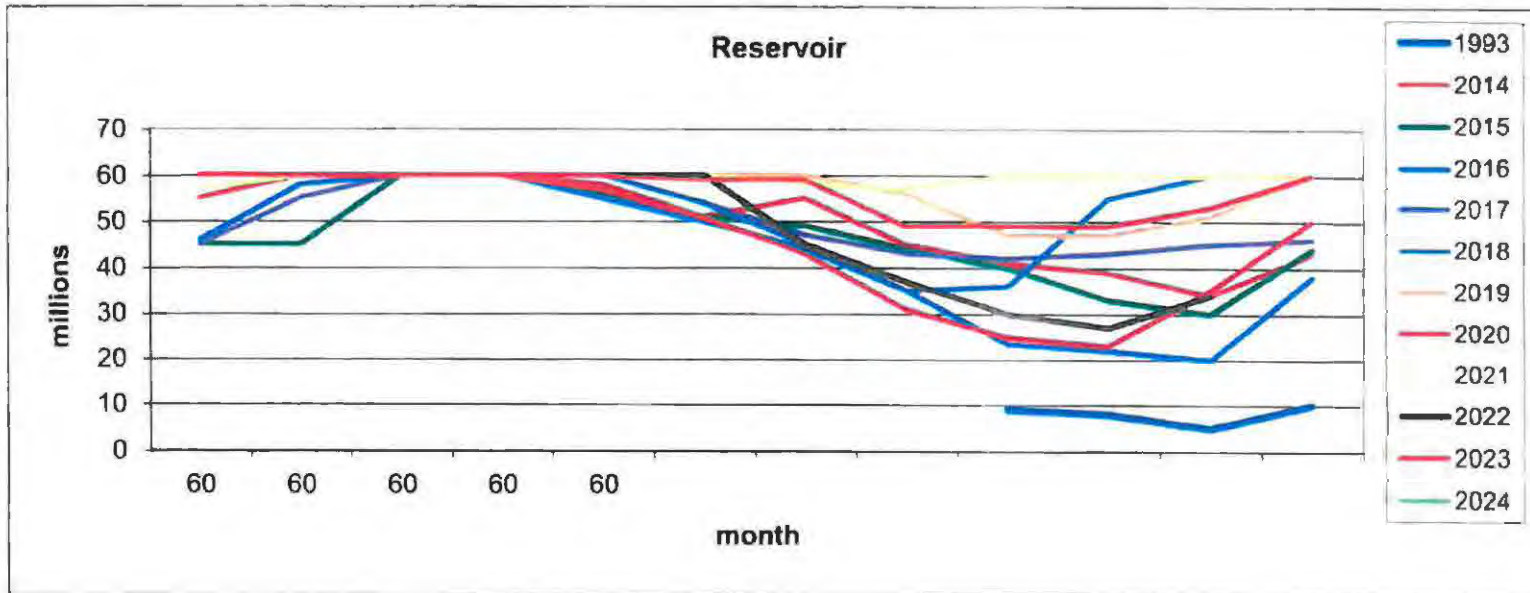
Transfer Pumping NORTH POND WATER QUALITY



	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							

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	
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	

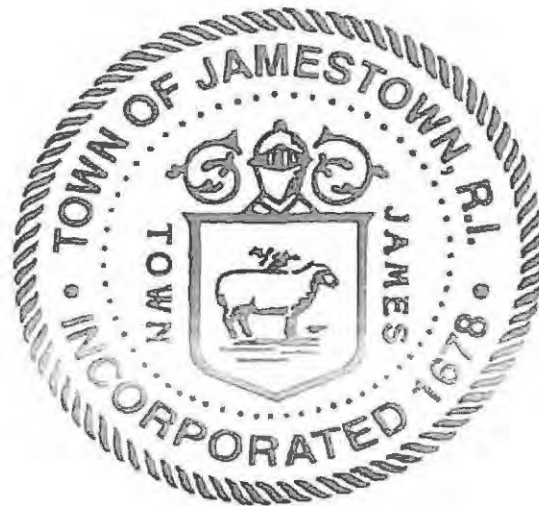


JAMESTOWN WASTEWATER TREATMENT FACILITY

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
May 2024**

Environmental Compliance (Violations)

There were no violations in the month of May

Complaints

There were no complaints called in for the month of May.

Alarms

There are two alarms to report for the month of May. Alarm #1 was for low Cl₂ due to a Hypo feed pump failure, the operator switched feed pumps and chlorination was restored quickly. Alarm #2 was high water at PS#3, this alarm was caused by I&I as a result of excessive rain on top of an already high water table. The auxiliary pump was put into action to prevent any SSO's at the station.

Septage

The facility received 4500 septage for the month.

Sludge Production

The facility processed 54,000 gallons of sludge in May through Wastewater Services Inc.

Maintenance Management

The Crew completed 77 work orders for May.

TREATMENT PLANT

Influent Totals Lbs.

TSS	
Total	6,015.88
High	878.62
Low	267.42
Average	462.76

BOD	
Total	5,516.93
High	853.98
Low	306.50
Average	459.74

Effluent Totals

LOADING Lbs

TSS		Permit Limits
Daily Max	183.78	304
Low	0.00	
Average	29.52	183

BOD		Permit Limits
Daily Max	89.53	304
Low	3.94	
Average	13.77	183

CONCENTRATION

Percent TSS Removal		Permit Limits
Percent Removed	96.3%	85%
Percent BOD Removal		
Percent Removed	99.1%	85%

BOD Concentration mg/L		Permit Limits
Monthly Average	1.2	30 mg/L
Weekly Average	3.5	45 mg/L
Daily Max	6.82	50 mg/L

TSS Concentration mg/L		Permit Limits
Monthly Average	5.4	30 mg/L
Weekly Average	3.5	45 mg/L
Daily Max	14	50 mg/L

Collection System

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

Energy Use

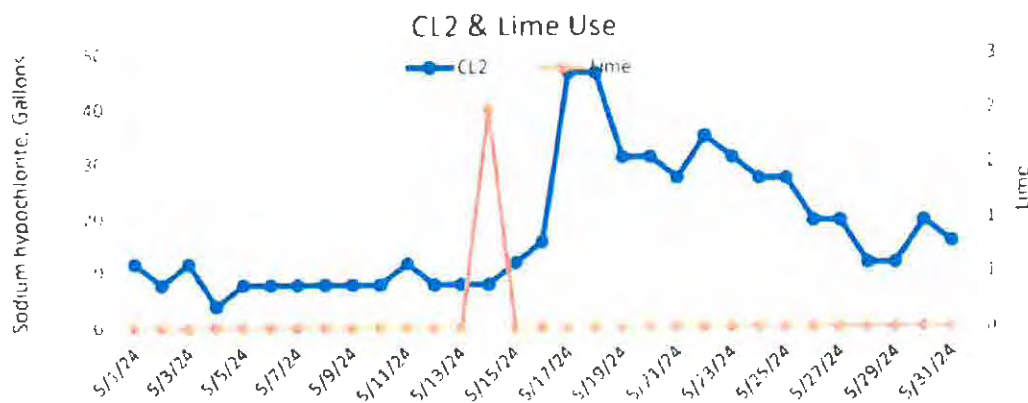
Energy use at the plant for the month was: 16,239 KWH

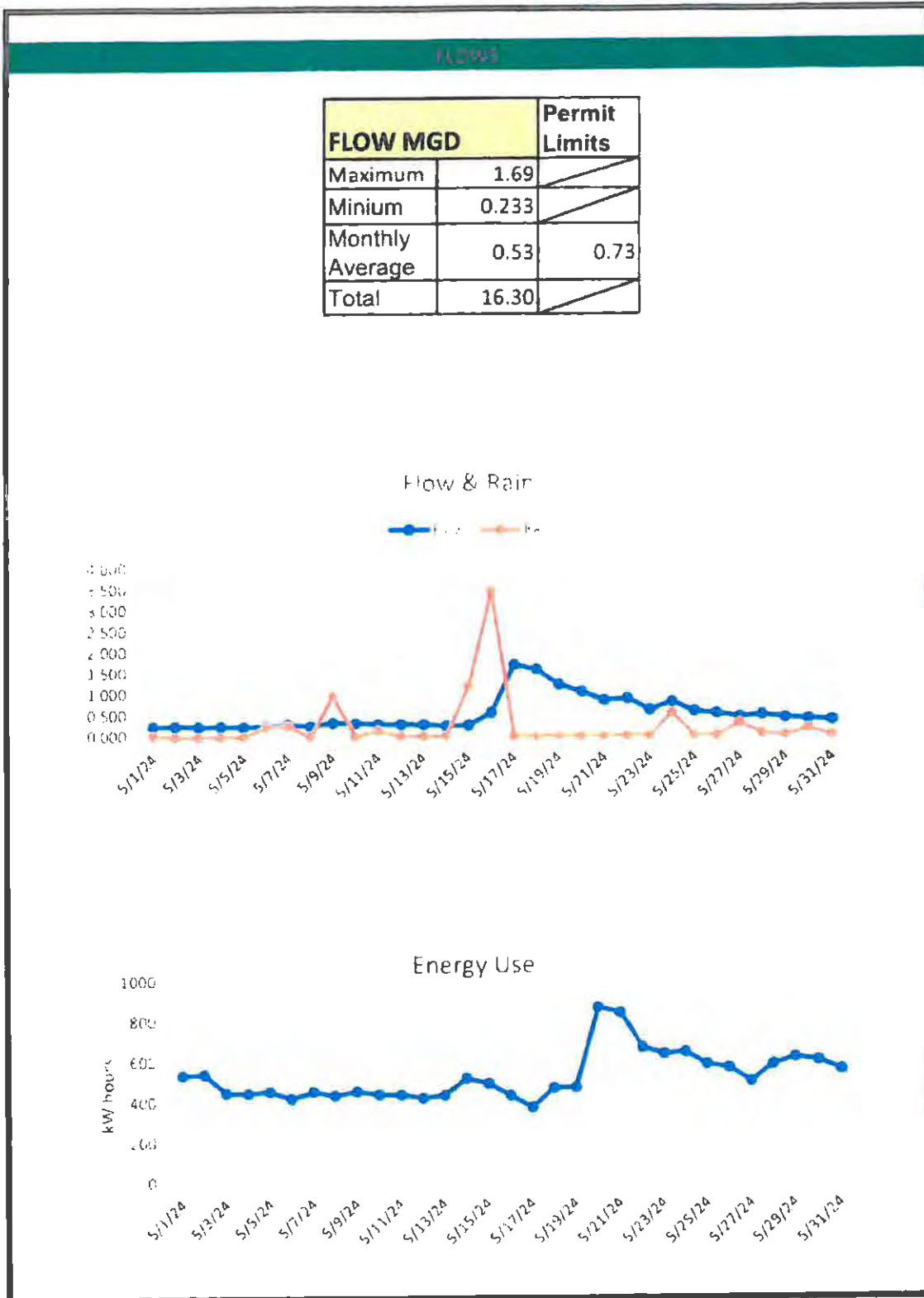
Precipitation

Precipitation measured in at 7.32 of rain "

Chemical Use

The facility used 543 gallons of Sodium hypochlorite and 100 pounds of lime for process control.





Notable Events:

Installed and placed into operation the new YSI dissolved oxygen probe and controller in aeration basin #3.

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

Monday, July 15, 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 6:28 PM by Commission President Nancy A. Beye.

The following members were present:

Mary E. Meagher, Commission Vice-President
Erik G. Brine
Michael G. 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
Denise Jennings, Water and Sewer Clerk

Absent:

Randall White, Commissioner

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: (None)

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 June, compared to last year.
- Rainfall was down for the month June, compared to the previous month and the previous year.
- 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 July 2024)*
- 3) **Consumer Confidence Report-2024/Covering Calendar Year-2023**

Commission consensus: 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 Bonnie Kennedy of 177 Conanicus Avenue re: request for relief from her 04/2024 Water and Sewer Bill.**

The Public Works Director stated that historically we do not give relief on the water side, as it takes money to treat the excess water and in the past the Commission has granted relief on the sewer side, if the excess water has not gone into the wastewater system. The Finance Director stated that generally, 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.

NEW BUSINESS

(None)

CONSENT AGENDA

- 1) **Adoption of Minutes:**
 - a) May 6, 2024 (special meeting)
 - b) May 20, 2024 (regular meeting)
- 2) **Finance Director's Report:** Comparison Budget to Actuals as of June 30, 2024.
Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to accept the Consent Agenda, as presented. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye.

ADJOURNMENT

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Brine to adjourn the meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners at 6:46 PM. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye.

Attest:

Denise Jennings
Water and Sewer Clerk

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

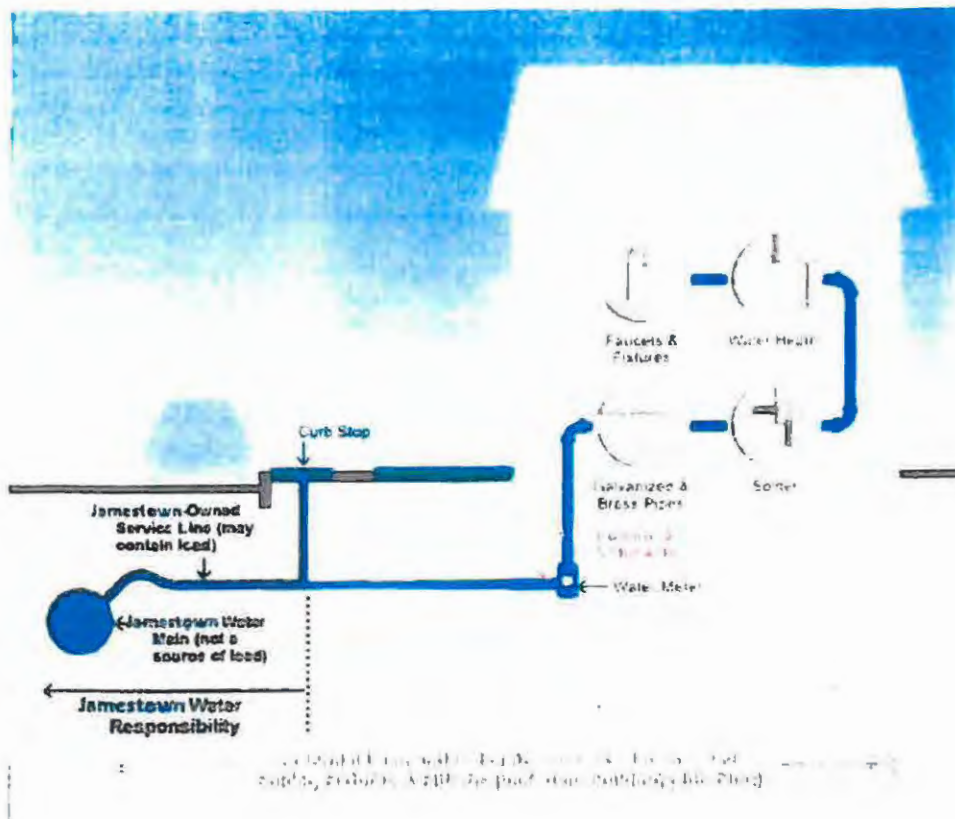
MUNICIPAL WATER RESTRICTIONS JUNE 15 2024-SEPTEMBER 15 2024

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 Pipe at 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

Department of Health & Senior Services - Drinking Water

Public Health Bureau - Bureau of Lead & 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.](#)

First published June 24, 2016 Last updated Aug. 11, 2016

Writing and reporting: Rae Ellen Bichell, Jessica Popovac

User experience testing: Ha-Hoa Hamano

Design and development: David Eads, Katie Park

Photography: Morgan McCloy

Translation: Margarita Torres

Background photo: Seth Periman/AP

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Find the lead pipes in your home

<https://apps.npr.org/find-lead-pipes-in-your-home/en/#pipe-explainer>

FIND LEAD PIPES IN YOUR HOME

EN ES

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.

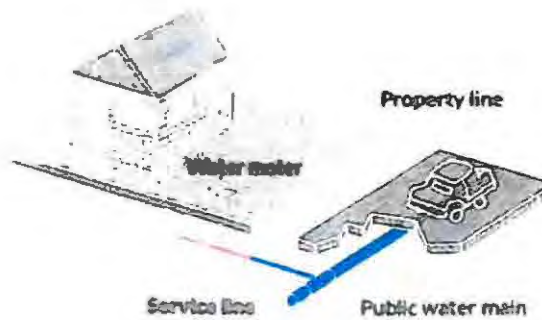


Illustration: Katherine Du

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 the lead pipes in your home

<https://apps.npr.org/find-lead-pipes-in-your-home/en/#water-meter>

FIND LEAD PIPES IN YOUR HOME

EN ES

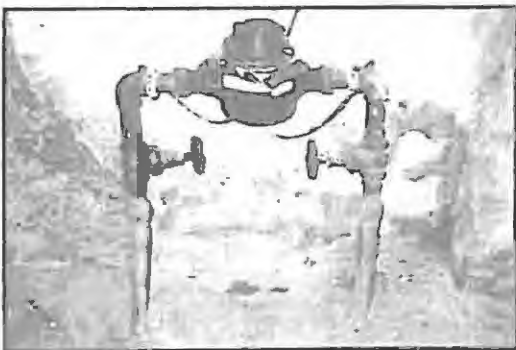
Find your water meter

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

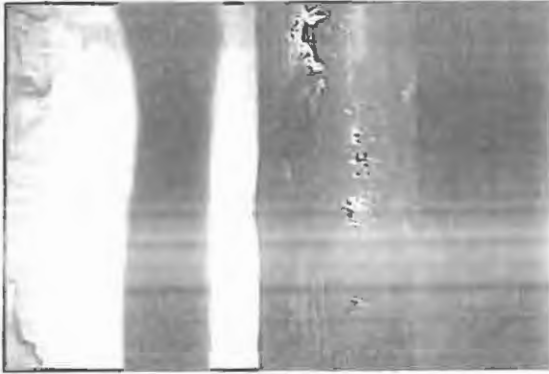
No, I couldn't find it

Back

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 appointment to contact Jean Lambert via email [CLICK HERE](#) or call at 401-423-7193

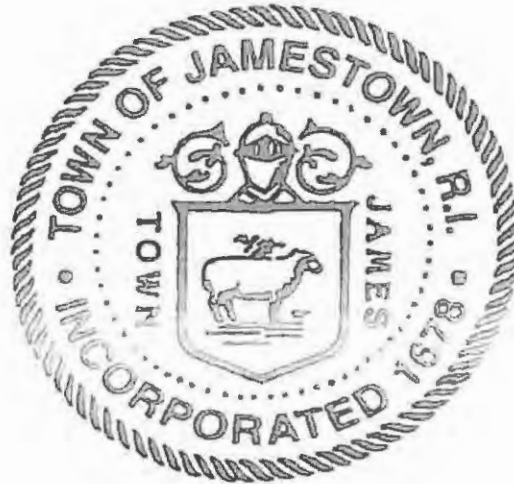
Water Service Line Detail

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		BOD	
Total	7,354.70	Total	5,771.79
High	1,136.85	High	644.21
Low	267.42	Low	317.64
Average	565.75	Average	443.98
Effluent Totals			
LOADING Lbs			
TSS		BOD	
	Permit Limits		Permit Limits
Daily Max	10.04	304	
Low	2.95		
Average	6.01	183	
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

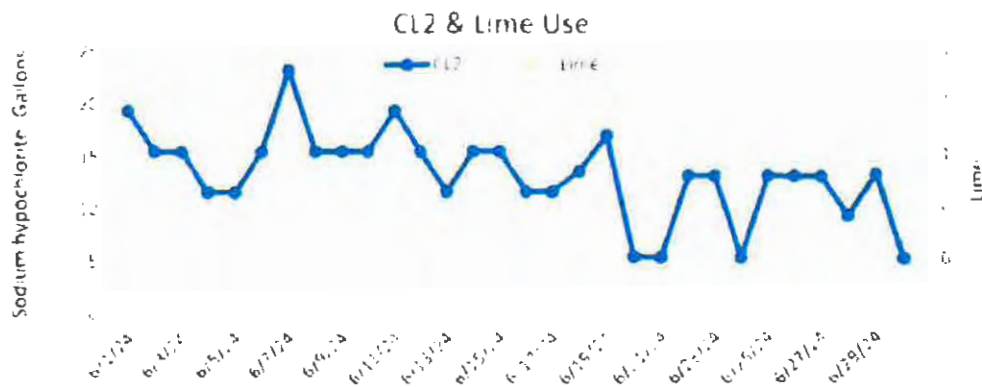
Energy use at the plant for the month was: 17,684 KWH

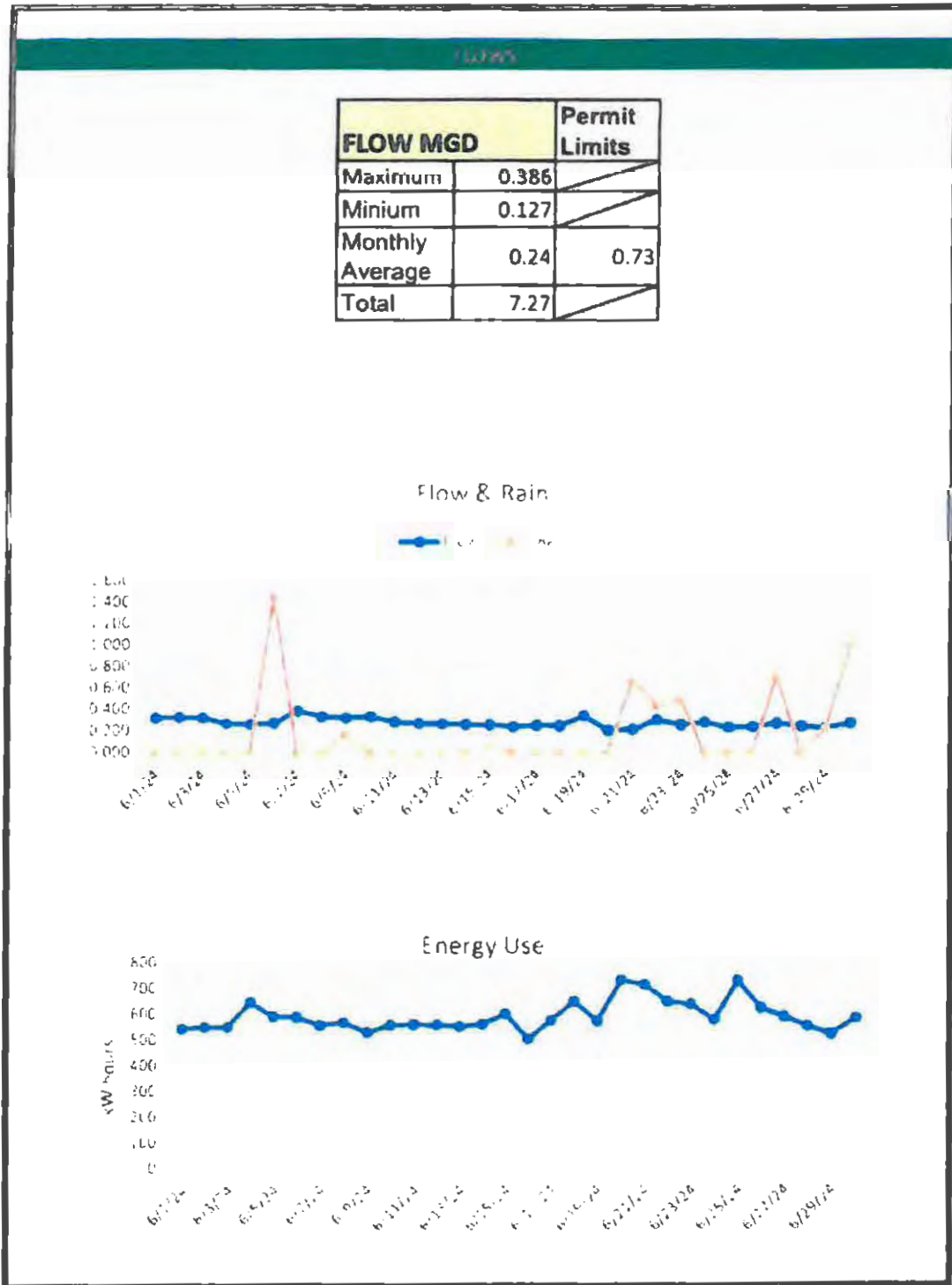
Precipitation

Precipitation measured in at 5 19*

Chemical Use

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



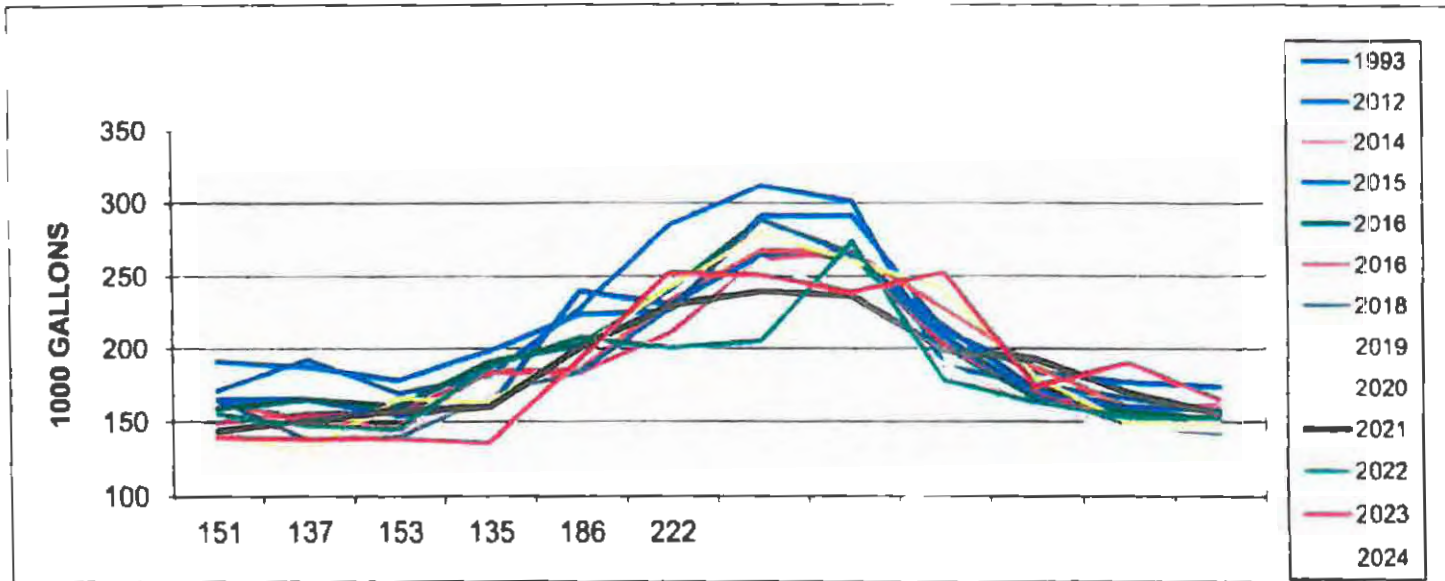


Notable Events:

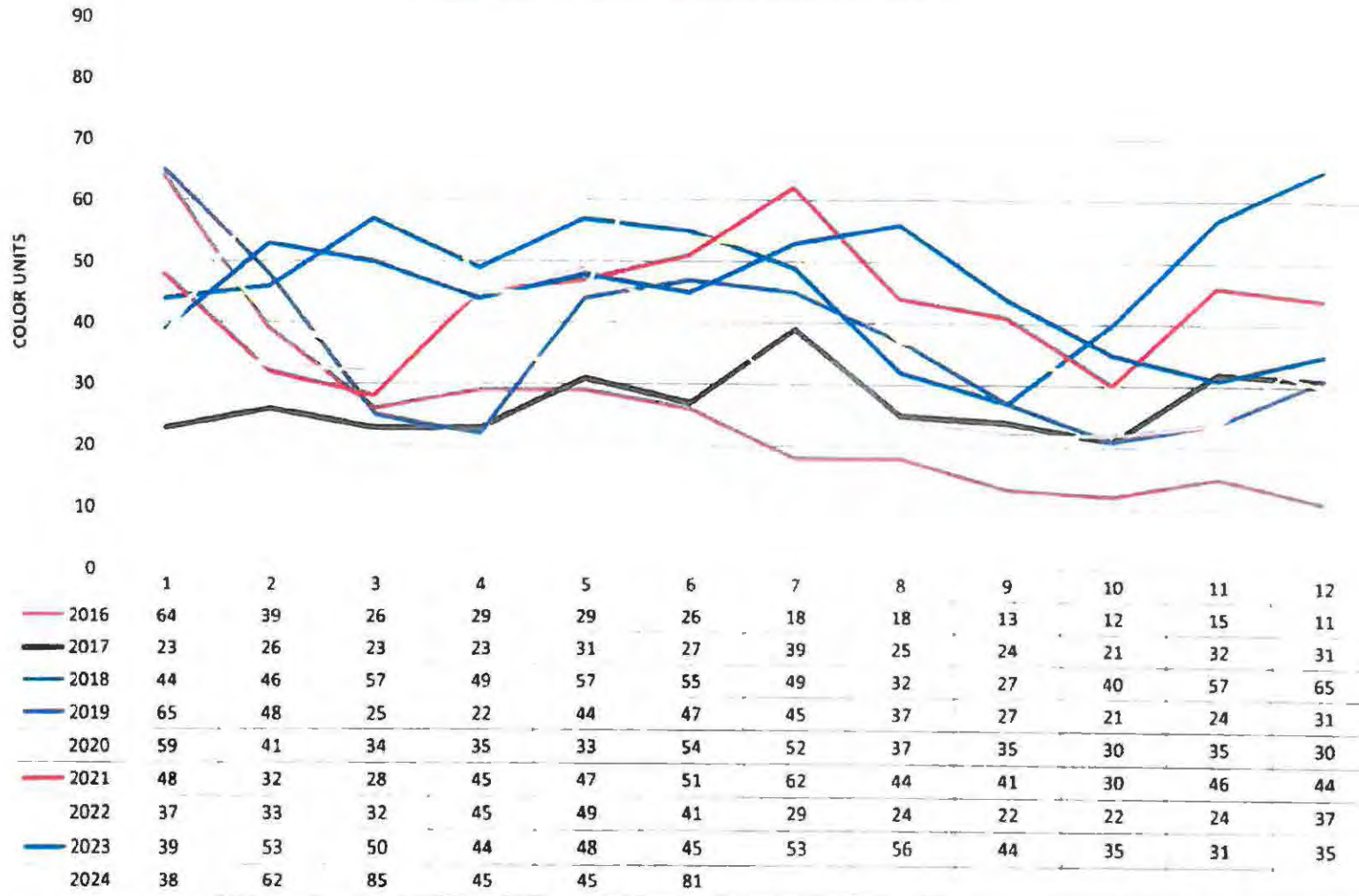
The facility pumped 974,000 gallons of recycled effluent to the golf course and used 31 gallons of sodium hypochlorite for the DEM required added disinfection.

	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

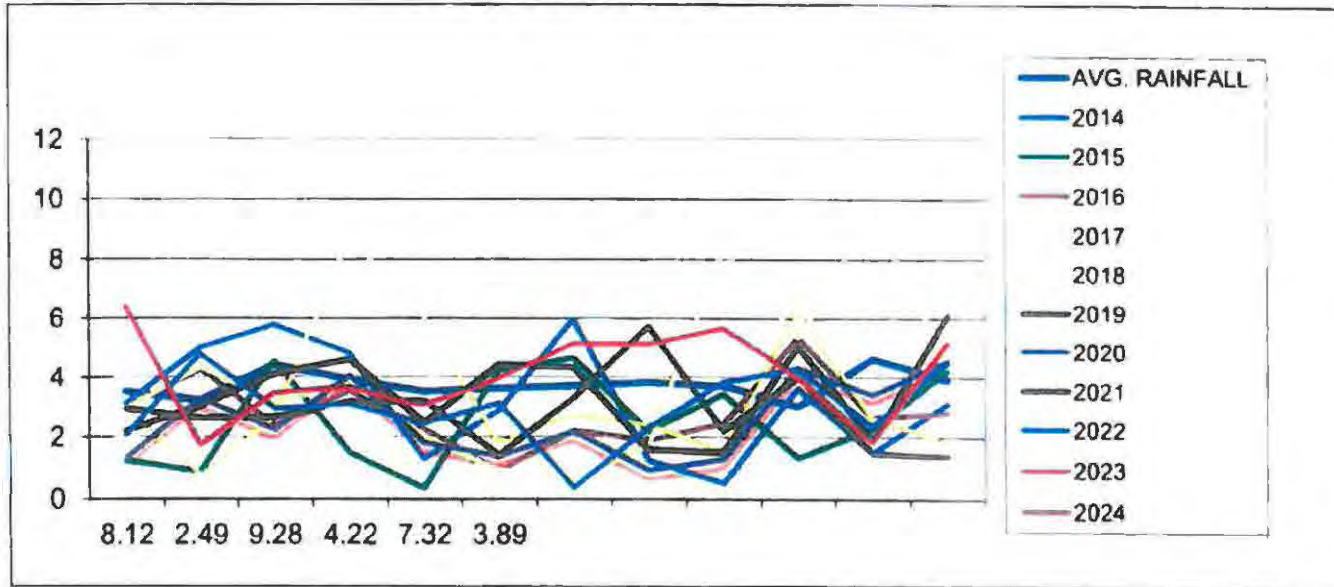


Transfer Pumping NORTH POND WATER QUALITY



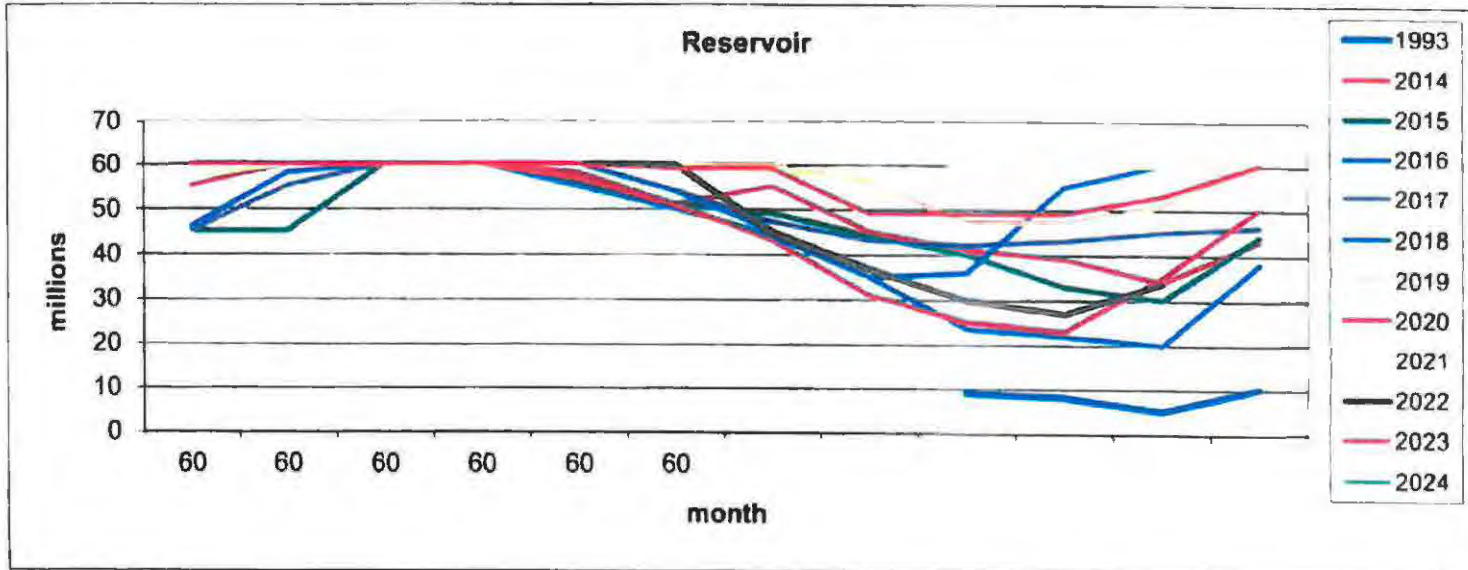
	AVG. RAINFALL	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan	3.5	3.1	1.22	2.94	2.94	2.94	2.19	1.3	2.94	2.04	6.36	8.12
Feb	3.2	4.98	0.86	4.25	0.76	4.33	3.06	3.26	2.62	4.77	1.7	2.49
Mar	4.4	5.74	4.53	2.36	2.62	3.07	4.11	2.21	2.66	2.94	3.44	9.28
Apr	3.9	4.8	1.47	3.53	8.8	3.79	4.61	4.03	3.18	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	



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: August 15, 2024

SUBJECT: Budget to Actual- Water & Sewer Funds

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 - 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	47,908.26	1,841.74	96.30
2102 7000 70103 00 Salary - Treatment Plant Operator	87,537.00	0.00	26,523.04	61,013.96	30.30
2102 7000 70104 00 Ass't Plant Operator w/longevity	80,243.00	6,573.12	85,583.85	(5,340.85)	106.66
2102 7000 70105 00 Salary - Plant Operator	69,742.00	5,236.52	65,751.86	3,990.14	94.28
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	6,326.18	3,673.82	63.26
7000 Salaries	358,230.00	21,114.36	303,829.92	54,400.08	84.81
2102 7001 70900 00 SOCIAL SECURITY TAX	27,405.00	1,412.09	18,869.87	8,535.13	68.86
2102 7001 70901 00 Blue Cross/Delta Dental	50,340.00	3,446.44	22,093.06	28,246.94	43.89
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	6,502.76	27,910.12	12,882.88	68.42
2102 7001 70906 00 Life Insurance	670.00	38.70	506.88	163.12	75.65
2102 7001 70910 00 Clothing	1,500.00	200.00	1,882.60	(382.60)	125.51
7001 Benefits	140,708.00	11,599.99	81,262.53	59,445.47	57.75
7000/7001 Salaries & Benefits	498,938.00	32,714.35	385,092.45	113,845.55	77.18
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	1,376.24	5,761.37	(1,761.37)	144.03
7005 Reservoirs/Rights of Way	10,000.00	5,987.04	12,208.92	(2,208.92)	122.09
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	2,543.96	12,825.43	(825.43)	106.88
7006 Wells	13,000.00	2,543.96	13,725.43	(725.43)	105.58
2102 7010 70008 00 Lab Supplies - Water	15,000.00	3,143.34	14,162.72	837.28	94.42
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	10,356.52	56,677.90	8,322.10	87.20
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	2,591.04	48,489.43	(3,489.43)	107.75
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	397.40	1,685.04	1,814.96	48.14
2102 7010 70636 00 Pumpout- Electricity	55,000.00	11,241.12	55,574.78	(574.78)	101.05
2102 7010 70637 00 Bldg Maint	8,000.00	2,331.92	11,533.05	(3,533.05)	144.16
2102 7010 70638 00 State Testing	12,000.00	2,643.54	9,255.44	2,744.56	77.13
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	5,473.83	27,891.22	(11,391.22)	169.04
7010 Pump Station & Treatment Plant	352,500.00	65,658.71	383,707.61	(31,207.61)	108.85
2102 7011 70636 00 South Pond- Electricity	5,000.00	80.45	6,393.39	(1,393.39)	127.87
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	80.45	6,393.39	2,606.61	71.04
2102 7012 70636 00 Water Tower- Electricity	3,000.00	153.72	1,630.76	1,369.24	54.36
2102 7012 70643 00 Water Tower - Maintenance	500.00	0.00	0.00	500.00	0.00
7012 Water Tower	3,500.00	153.72	1,630.76	1,869.24	46.59
2102 7013 70644 00 Vehicles Gas & Oil	2,000.00	58.14	1,566.64	433.36	78.33
2102 7013 70645 00 Repair and Maintenance	4,000.00	0.00	905.89	3,094.11	22.65
7013 Vehicles	6,000.00	58.14	2,472.53	3,527.47	41.21
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	7,160.43	10,972.40	(972.40)	109.72
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	7,160.43	10,972.40	5,027.60	68.58
2102 7040 70672 00 Supplies/Expenses	16,000.00	3,916.04	21,109.07	(5,109.07)	131.93
7040 Meters	16,000.00	3,916.04	21,109.07	(5,109.07)	131.93
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	1,333.40	8,183.99	(1,183.99)	116.91
7060 Administration	25,500.00	1,542.62	27,763.87	(2,263.87)	108.88
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	134,338.78	(11,565.78)	109.42
7070 Debt Service	489,773.00	0.00	134,338.78	355,434.22	27.43
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	5,803.00	47,796.00	(47,796.00)	0.00
Total Expenses	0.00	5,803.00	97,383.19	(97,383.19)	0.00
Total Expenses	1,558,711.00	128,443.34	1,102,552.48	456,158.52	70.73

**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	88,592.97	1,445.03	98.40
2103 7000 70102 00 Salary, Clerical	49,750.00	3,361.50	47,908.27	1,841.73	96.30
2103 7000 70103 00 Salaries, Ass't Superintendent	80,243.00	5,858.08	78,955.57	1,287.43	98.40
2103 7000 70104 00 Salaries- Plant Operator	70,738.00	5,108.80	69,454.63	1,283.37	98.19
2103 7000 70335 00 License- Contractual	1,800.00	0.00	1,800.00	0.00	100.00
2103 7000 70336 00 Clothing	1,500.00	350.00	730.00	770.00	48.67
2103 7000 70511 00 Wastewater Superintendent - OT	13,000.00	2,126.62	16,347.38	(3,347.38)	125.75
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	23,759.82	3,702.18	86.52
2103 7000 70901 00 Blue Cross/Delta Dental	51,602.00	8,235.95	44,580.23	7,021.77	86.39
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	9,435.06	36,161.98	6,018.02	85.73
2103 7000 70906 00 Life Insurance	695.00	58.05	702.27	(7.27)	101.05
7000 Salaries	492,166.00	45,564.78	470,901.42	21,264.58	95.68
7000/7001 Salaries & Benefits	492,166.00	45,564.78	470,901.42	21,264.58	95.68
2103 7002 70001 00 Power- Electricity	55,000.00	8,800.97	52,663.66	2,336.34	95.75
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	518.99	3,687.50	(1,687.50)	184.38
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	2,362.63	43,845.25	(8,845.25)	125.27
2103 7002 70007 00 Misc. Supplies, Office, Cleani	10,000.00	2,050.51	7,855.06	2,144.94	78.55
2103 7002 70008 00 Lab Supplies	4,000.00	210.67	2,936.11	1,063.89	73.40
2103 7002 70009 00 Telephone	1,000.00	64.18	433.98	566.02	43.40
2103 7002 70010 00 Alarm Line- N.E.T.	7,500.00	862.10	7,127.13	372.87	95.03
2103 7002 70011 00 Sludge Composting	50,000.00	12,543.20	46,804.74	3,195.26	93.61
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	163.79	2,446.37	1,053.63	69.90
2103 7002 70014 00 State Mandated Testing	30,000.00	6,503.24	38,239.99	(8,239.99)	127.47
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	1,500.00	2,782.50	(782.50)	139.13
7002 Wastewater Treatment Facility	233,500.00	36,461.47	231,050.00	2,450.00	96.95
2103 7003 70017 00 Pumping Station #3	6,000.00	743.71	4,982.01	1,017.99	83.03
2103 7003 70018 00 Pumping Station #1	30,000.00	5,681.17	36,607.11	(6,607.11)	122.02
2103 7003 70019 00 Pumping Station #2	12,000.00	4,254.14	17,605.86	(5,605.86)	146.72
2103 7003 70020 00 Pumping Station #4	1,000.00	141.96	937.66	62.34	93.77
7003 Pumping Stations	49,000.00	10,820.98	60,132.64	(11,132.64)	122.72
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	250.00	4,635.50	7,364.50	38.63
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	(30,000.00)	11,525.22	27,099.78	29.84
7005 Sanitary Sewers, Laterials & Mains	58,735.00	(21,798.17)	24,112.55	34,622.45	41.05
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 - Rehab project	0.00	29,950.00	81,600.00	(81,600.00)	0.00
Total Expenses	0.00	29,950.00	81,600.00	(81,600.00)	0.00
Total Expenses	920,401.00	105,784.20	927,583.91	(7,182.91)	100.78



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: Jamestown Bike Path Committee – Jamestown Bicycle and Pedestrian Master Plan (BPMP) – Presentation and Adoption

DATE: August 9, 2024

The Bike Path Committee has met 17 times since December 2022, including one workshop to publicly review the draft Master Plan. The Committee's charge, assigned by the Town Council is complete with this transmittal of the plan. The Committee has worked with BETA Group since December 2023 to prepare the 2024 Jamestown Bicycle and Pedestrian Master Plan which is included with this Memorandum. It was helpful to also have the input of Town Council Liaison Erik Brine in this process. Subsequent to the Public Workshop and additions/revisions, this Plan was approved by the Bike Master Plan Committee on July 30, 2024.

It is important to note that this plan, although grounded in reality with much research and data, is also aspirational. As the Town takes the next steps in prioritizing the paths and projects and seeking funding, there will be a deliberate process for each project including path design, property coordination, permitting, public engagement and the like.

BETA Group will be in attendance on August 19 to present the plan and answer questions. It was very exciting and an honor to work with such a dedicated team of Committee members and consultants.

Attachment: Bicycle and Pedestrian Master Plan

C: Jamestown Bike Path Committee
Roberta 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: August 13, 2024
SUBJECT: Report for Town Council Meeting August 19, 2024

North Kingstown Water Agreement- The emergency water use agreement with the Town of North Kingstown is fully executed. (communications)

Harbor Commission Executive Director-Request that the Town Council consider the appointment of James Heagney to serve as the Executive Director of the Harbor Commission. (consent agenda)

Building and Zoning Official- Request that the Town Council consider the appointment of Dennis Begin to serve as the Building and Zoning Official. (consent agenda)

Senior Services Program Assistant- The new part-time position of Senior Services Program Assistant has been filled. Eileen Donnelly will transition into this position in the coming weeks with a new Meal Site coordinator expected to begin shortly.

Senior Center- We continue to work with Union Studios to further develop the renovation plans for 6 West Street. At the same time, Union Studios is developing a plan for a complete replacement on the same site. In both instances, a professional cost estimator will work to provide best cost estimates. I expect further information to be available to the Town Council in September.

Short Term Rentals- The staff has identified approximately eighteen (18) properties which we believe are currently operating as short-term rentals. A notice of violation has been issued by the building official to each. We continue to examine other properties that although registered are operating beyond the conditions of the license. In most cases they are exceeding the number of permitted bedrooms.

We are developing a report to the Town Council which will include a summary of the licensed properties including bedroom counts, complaints and complaint process.

TOWN COUNCIL MEETING MINUTES
Monday, July 15, 2024
6:10 P.M.

I. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council conducted interviews with the following applicants for the committee vacancy(s) as follows:

TIME	NAME	COMMITTEE
6:10	Joyce Hooley Bartlett	250 th Commission
6:20	Kevin McLaughlin	250 th Commission

At 6:10 p.m. the Jamestown Town Council convened for the scheduled interviews. Ms. Joyce Hooley Bartlett was not present at this time.

Mr. Kevin McLaughlin was present and therefore was interviewed by the Councilors.

II. ROLL CALL

A regular meeting of the Jamestown Town Council was held on Monday, July 15, 2024. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, and Erik Brine. Randy White was absent.

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Public Works Director Michael Gray, Town Planner Lisa Bryer, and Deputy Town Clerk Keith Ford.

III. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:28 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

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; and Councilor M. White, Aye.

See Board of Water and Sewer Commissioners Meeting Minutes.

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

- A) Open Forum – Water & Sewer Matters
 - 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
 - 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.

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; and Councilor M. White, Aye.

V. OPEN FORUM

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

James Thompson, 831 North Main Road, commented that if the issue of Short-Term Rentals with unregistered septic systems will be discussed, he would like to speak on the matter.

Marian Falla, 75 Green Lane, commented she has questions regarding Short-Term Rentals and will hold her questions until later in the meeting.

Sasha Pinchuk, 65 Narragansett Avenue, commented that he brings gratitude from Odesa, Ukraine. During the winter of 2023 while Russia attacked Odesa non-stop Mr. Pinchuk reached out to the residents of Jamestown for assistance. Citizens of Jamestown provided supplies, food, and money which helped special needs children sheltering in underground parking garages. Mr. Pinchuk personally thanked the Walsh, Hubbard, Brine, Riley families as well as the Ukraine Relief Project, Lena Tamulyne and many others.

Mr. Pinchuk presented the Town Administrator a document of gratitude. He also presented a card signed by Ukrainian soldier on Snake Island as well as the flag of Odesa, Ukraine.

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.

Councilor Brine read aloud Proclamation 2024-18, August 24, 2024 Sunflower Family Festival Day.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve Proclamation 2024-18, August 24, 2024 Sunflower Family Festival Day. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. 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; and Councilor M. White, Aye.

VII. PUBLIC HEARINGS, LICENSES, AND PERMITS

- 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).

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Jamestown Arts Center One-Day Class F Liquor License (F-24-5) scheduled for July 19, 2024, taking place at 18 Valley Street. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White.

- 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).

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Out of the Box Studio & Gallery One-Day Class F Liquor License (F-24-7) scheduled for July 18, 2024, taking place at 11 Clinton Avenue. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White.

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; and Councilor M. White. Aye.

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

- A) Town Administrator’s Report: Edward A. Mello
 - 1) Ft. Getty Pier update.

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. Town staff continue to work with FEMA to seek any eligible reimbursement for this project.

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

- 2) Street Light Transfer to the RIDOT (Consent Agenda).

Town staff are working to finalize 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, the Town will transfer the annual expense to RIDOT. The Town will retain ownership and responsibility of approximately 340 street lights located on Town owned roads.

- 3) Hull Street ROW adoption application (New Business).

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

4) RFP Broadband infrastructure project.

Jamestown has been selected by RI Commerce to be one of only three communities in the state to take part in a \$24 million infrastructure project which will provide 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 the highspeed project. Broadband upgrades must be deployed and activated by December of 2026.

5) Short-Term Rental update (New Business).

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

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.

Town Planner Lisa Bryer commented that the Affordable Housing Committee has been working on the Sustainable Resident Program which would allow income eligible home owners to remain in their residences by selling the land to the Town and utilize those proceeds to age in place. If and when the homeowner decides to move or can no longer occupy the residence, the property would then be added to the Town’s permanent affordable housing stock. Discussion ensued. President Beye reiterated that this is a Pilot Program to see who and how much interest there would be. No action taken.

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.

President Beye commented that there have not been any complaints regarding Short-Term Rental at 128 Garboard (STR-4) during the six-month review period. Discussion ensued. There were no complaints made at the meeting and the Town Council agreed STR-4 was in satisfactory standing. No further action taken.

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).

Town Administrator Mello referenced the memorandum regarding the 2024 Short-Term Rental registration and license process:

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 then be submitted to the Town Council to consider renewing/issuing a permit for the 2025 calendar year.

During the 2024 licensing process period, the staff 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.

ISDS requirements-In some cases, 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. Town Administrator Mello recommended 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. Should the STR ordinance be amended to consider a maximum number of permits to be issued? If so, what would the process be for new applications?

Multiple units per property- The current ordinance does not prohibit multiple STRs per property i.e. a multi-family home which could result in two or more STRs on the same property. Should the STR ordinance be amended 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 amendment(s) to the STR ordinance and placed on the August 19th agenda for consideration, and a public hearing in September.

Councilor Brine inquired about parking issue complaints. Town Administrator Mello commented parking complaints have been filed with the police department, but currently there is no way to cross reference them with STR's. The town needs to develop a method.

Town Administrator Mello also commented regarding enforcement, the Planning Department is working with the host-compliance company, Granicus, to identify STR's that are not registered with the town or have advertised their STR with the incorrect number of bedrooms, etc. These properties will be receiving violation notices in the coming weeks.

Marian Falla, 75 Green Lane, inquired if the STR enforcement and management is cost neutral or is it costing the town. Town Administrator Mello commented that it is still too early to quantify the amount of effort the town has put forth.

- 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.

Robert Laman, 224 Conanicus Ave, commented on behalf of the Conservation Commission that this is the first adoption of a right of way by a town resident. The Conservation Commission held a meeting and unanimously voted to approve John G. Aquino's ROW adoption application.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Town of Jamestown Right of Way (ROW) Adoption application submitted by John G. Aquino, ROW #2, Hull Street. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White, Aye.

- 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.

Robert Laman, 224 Conanicus Ave, commented on behalf of the Conservation Commission that the plan is to make the Kit Wright Trail wheelchair-accessible, the first type trail in Jamestown.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the proposed project and fundraising initiative to make the "Kit Wright Trail" wheelchair-accessible. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White, Aye.

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.

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Laura Goldstein and Kevin McLaughlin to the Jamestown 250th Commission, for a term ending December 1, 2027. Vote: President Beye, Aye: Vice President Meagher, Aye: Councilor Brine, Aye: and Councilor M. White, Aye.

Councilor Meagher requested the vacancy(s) to be re-advertised and to ask the Jamestown Press to publish an article regarding the Jamestown 250th Commission and the Statewide commemorative event(s).

XII. CONSENT AGENDA

- 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 6:30 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

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.

Councilor Brine inquired that within the Comprehensive Plan, there is little mention of the schools. Town Planner Bryer commented that the current Comprehensive Plan does include the schools, and the 2024 Plan will as well. She will confirm with the vendor. Town Administrator Mello commented that the school committee plans to conduct a long-term planning study for the schools, staffing, student population, and facilities. Committee Member Andrew Allsopp has submitted a grant application to contract a consultant to assist with this study.

Councilor Brine inquired as to the status of the survey that was conducted. Town Planner Bryer commented the results of the study were just completed and will be reviewed at the July 17th Planning Commission meeting. A discussion ensued.

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; 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; and Councilor Brine, Aye.

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

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.

Councilor Brine thanked the fifth-grade students who submitted letters regarding various issues within town.

Communications were acknowledged.

A motion was made by Councilor Meagher to move into Executive Session with a second by Councilor M. White. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White, Aye.

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.

A motion was made by Councilor 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; and Councilor M. White, Aye.

It was announced that no votes were taken.

The Town Council reconvenes the regular meeting.

XV. ADJOURNMENT

A motion was made by Councilor Meagher with a second by Councilor M. White to adjourn at 7:54 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; and Councilor M. White, Aye.

Attest:

Keith Ford, Deputy Town Clerk.

TOWN COUNCIL SPECIAL MEETING MINUTES
August 6, 2024
4:00 P.M.

I. ROLL CALL

A special meeting of the Jamestown Town Council was held on August 6, 2024. Town Council Members present were as follows: Nancy A. Beye (arrived at 4:08 p.m.), Mary Meagher, Michael G. White, and Randy White. Erik Brine was absent.

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Public Works Director Michael Gray, and Town Clerk Roberta Fagan.

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Council Vice President Meagher called the meeting of the Jamestown Town Council to order at 4:05 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

III. PUBLIC HEARINGS, LICENSES, AND PERMITS

- A) Licenses and Permits: Review, Discussion, and/or Action and/or Vote: Approval of the 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 August 6, 2024-November 30, 2024,
 - 1) Angels Catering LLC, 23 B Narragansett Avenue, Jamestown, RI 02835

A motion was made by Councilor M. White with a second by Councilor R. White to approve the VICTUALING & HOLIDAY LICENSE application submitted by Angels Catering LLC, 23 B Narragansett Avenue, Jamestown, RI 02835, upon resolution of debts, taxes, State approval, and appropriate signatures for the year August 6, 2024-November 30, 2024. Vote: Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor R. White to convene as the Town Council Sitting as the Board of Water and Sewer. Vote: Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

A motion was made by Commission Vice President Meagher with a second by Commissioner R. White to move into Executive Session – Board of Water and Sewer Commissioners to Review, Discussion, and/or Action and/or Vote in Executive Session and/or Open Session pursuant to RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation regarding the Water Service Extension application appeal(s) to the Rhode Island Water Resources Board. Vote: Commission Vice President Meagher, Aye; Commissioner M. White, Aye; and Commissioner R. White, Aye.

Commission President Nancy E. Beye arrived at 4:08 p.m.

V. EXECUTIVE SESSION- BOARD OF WATER AND SEWER COMMISSIONERS

- A) Review, Discussion, and/or Action and/or Vote in Executive Session and/or Open Session pursuant to RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation: Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue) regarding the Water Service Extension application appeal to the Rhode Island Water Resources Board.
- B) Review, Discussion, and/or Action and/or Vote in Executive Session and/or Open Session pursuant to RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation: Paul and Gail Frechette (Plat 7 Lot 101, 19 Seaview Avenue) regarding the Water Service Extension application appeal to the Rhode Island Water Resources Board.
- C) Review, Discussion, and/or Action and/or Vote in Executive Session and/or Open Session pursuant to RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation: Stephen Zimmiski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue) regarding the Water Service Extension application appeal to the Rhode Island Water Resources Board.
- D) Review, Discussion, and/or Action and/or Vote in Executive Session and/or Open Session pursuant to RIGL § 42-46-5(a) Subsection (2) Pending or Potential Litigation: Jeffrey Saletin, Trustee of the Jeffrey Saletin Living Trust (Plat 7 Lot 135, 14 Seaview Avenue) regarding the Water Service Extension application appeal to the Rhode Island Water Resources Board.

VI. THE TOWN COUNCIL ADJOURNS FROM SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS AND RECONVENES THE OPEN SESSION.

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 M. White, Aye; and Councilor R. White, Aye.

It was announced that no votes were taken.

The Town Council reconvenes the regular meeting

VII. ADJOURNMENT

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn at 4:41 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Attest:

Roberta J. Fagan, Town Clerk

Approved as amended
Jamestown Affordable Housing Committee Minutes
 June 26, 2024 at 5:15pm
 Small Conference Room
 93 Narragansett Avenue, Jamestown, RI 02835

I. Call to Order

The meeting was called to order at 5:17 p.m. The following members were present: Quaker Case, Bob Plain, Dave Pritchard, Lisa Bryer, Mary Meagher, and Susan Gorelick, Fred Pease
 Not present: Wayne Moore and Job Toll
 Also present: Carrie Kolb, Richard Doyle, Katy Koken, John Preece, Ed McGuirl and Mary Forman.

II. Approval of Minutes

A. May 15, 2024 - review, discussion and/or action and/or vote

A motion was moved by Gorelick and seconded by Case to approve the minutes from May 15, 2024, as written. All in favor.

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

A. CLT/Jamestown Sustainable Resident Program

This program is based on a community land trust model. Persons applying must: own real estate and qualify as low-and-moderate income housing. The Town will buy the land and the owner keeps ownership of the home. The land goes into a land trust and Town rents it to the owner of the home for nominal amount per year.

Discussion on how to move forward ensued. The Town Council told Town Solicitor to come up with rules. Meagher said it is her understanding from the Town Administrator that the Town Solicitor was going to come up with rules, but Town Solicitor said that projects are easier. Bryer thinks we should move forward with pilot program, learn from the experience, and it will be easier to come up with the rules. Meagher said that we have interest in both the CLT/Jamestown Sustainable resident Program and Affordable Lot Program. Case believes that we could learn a lot in a pilot program and set things up for more funding in the future. Gorelick said we have a great idea. It's a project to start the program and not undermine the value. Bryer said the Town Council and the public do not understand how the Sustainable Resident Program works, and by doing a pilot program we will show them how it works.

Meagher believes that there is \$825,000 in the Jamestown Affordable Housing Trust, of which \$300,000 is for the Carr Lane affordable housing. There is a \$400,000 that can be taken from the reserves. Bryer, Meagher and Plain met about the CDBG program to discuss grant opportunities. Plain said that when CDBG funding opens, time is of the essence and there must be rules in place. Plain expressed concern that a pilot project is not a long-term program. Meagher explained

Affordable Housing Committee Meeting
 June 26, 2024
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the she gave the rules and criteria to the Town Council and they were passed. The Town has an Affordable Housing trust and the Town Council makes the decision on how to spend the money.

A motion was moved by Bryer and seconded by Plain to proceed with applications/letters of interest that we have right now and have the town council authorize proceeding with the Program and bring it back to the affordable housing committee once an agreement is reached for recommendation to town council at which time we will ask them to work with solicitor to formalize the ordinance for the Sustainable Resident Program. All in favor.

Discussion on advertising the Sustainable Resident Program in the Jamestown Press ensued. A motion was moved by Pease and seconded by Pritchard to put an ad in the Jamestown Press to advertise the Sustainable Resident Program and collect letters of interest. All in favor.

B. Senior Housing – no new items to discuss

C. Affordable Lot Program

Meagher said the Town Solicitor said a project is the way to go because there is already a Town Ordinance on the books. Individual projects can proceed through town mechanisms, not this committee.

D. Affordable ADU Program

Meagher said at a future meeting, we should look at incentives that we can propose to Town Council. Some examples would be a tax abatement or creating a duplex if the second unit is affordable.

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

Bryer, Meagher and Plain met about the CDBG program to discuss grant opportunities. It is the hope that the Town can apply for both CLT and Affordable Lot Program funding. Discussion ensued regarding income eligibility.

V. Tools and Techniques for Creating Affordable Housing in Jamestown - review, discussion and/or action and/or vote (5 min) - none

VI. Member Reports (5 min) - none

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

Next meeting July 17, 2024 at 5:15pm

VIII. Adjournment

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

Attest:

Carrie Kolb

Approved as written
BIKE PATH COMMITTEE MEETING
April 26, 2024
11:00 AM
Jamestown Town Hall
Small Conference Room
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 11:01 a.m. The following members were present: Julie Kallfelz, Rip Smith, Samira Hakki, Jean Lambert, Lisa Bryer, and Jeremy Collie,
Also present: Alyssa Gomes, BETA; Arek Galle, BETA, Anna Sangree, BETA and Carrie Kolb
Not present: Erik Brine, Steve Engberg, Joyce Antonello, and John Hammel

II. Approval of Minutes from February 16, 2024 – Review, Discussion, and/or Action and/or Vote

A motion was moved by Lambert and seconded by Collie to approve the minutes from the February 16, 2024 meeting as written. All in favor

III. Jamestown Bicycle and Pedestrian Draft Master Plan: Presentation from BETA - Review, Discussion, and/or Action and/or Vote

Galle, Gomes and Sangree presented the plan entitled “Jamestown, RI Bike and Pedestrian Plan Draft Recommendations” (see attached presentation).

Discussion ensued regarding plan presentation.

Bryer said that she attended a mobile bike workshop at a conference in Minneapolis where some major roads and bridges were 10 feet 8 inches wide and the narrower lanes calmed traffic.

North Main Road to East Shore Road is a long-term vision. There would be a shared path through the old dump site and there would need to an agreement with the land trust. Bryer asked if wetland maps were looked at? Galle said that property, ownership, and environmental conditions would need to be looked at and the hope is to build a connection.

Bike Path Committee Meeting
April 26, 2024
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North Road over Great Creek is a section that RIDOT is working on. Bryer said that the graphics need to portray a bike lane or shared use path.

Smith asked about East Shore Road to Seaside Drive and if there are plans to increase? Smith said that Seaside Drive is one of the many places that needs repaving. Gomes said that could be an area for a shared use path on a more 'neighborhood' road. Galle said it is a good point that should have some narrative.

Collie pointed out that there is quite a bit of pedestrian traffic on East Shore Road that is not addressed by shared use path.

Hakki asked about a lane over Jamestown Bridge for the future? Bryer said that there was a study done by DOT with access on and off the bridge, and it is about 20 years old. Smith said that a lane on the bridge makes Helm Street more ideal.

Hakki noted that with a trail along the farms that the road is very wet. Galle said that they would stay away from the marsh.

Collie asked about the road the very tip of the island that is closed to traffic and can it be turned into bike lane? Bryer said that North Bay View Drive is not in great shape and has failed in the middle. Lambert said that the bike lane could go around Summit Avenue. Galle said that they could make a loop with Summit Avenue and East Shore Road.

Hakki said that in the Shores area to include Frigate Street because there is a fair number of pedestrians on Frigate Street. Gondola Avenue is used also for walking to avoid North Road.

Lambert said that there should be sidewalks on both sides of the street due to kids between Maple Avenue and Southwest Avenue when discussing Narragansett Avenue Option 2. Smith asked if a traffic table make sense? To have a raised crosswalk near the schools at Lawn Avenue.

Walcott Avenue Option 2: this option would tighten up the travel lanes, add 5 feet on each side of the road and cut back the vegetation. Byrer said to make that a recommendation.

Hakki asked about parking on the south side and shared use on the north side on Hamilton Avenue? Bryer asked about conflicts with shared use? Sangree said there are not many conflicts, especially if it is not used a lot.

Bryer asked about the blind hill when discussing Fort Wetherill Road Option 1. Smith said the path could go through the park to avoid the hill.

Samira asked why five-foot bike lane on the road with raised pedestrian on North Road, Southwest Avenue and Hamilton Avenue? A two-foot raise between cars and bike is the preferred.

Bike Path Committee Meeting
April 26, 2024
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Smith asked if there are any consideration for Highland? Hakki said it's a neighborhood road. Galle said it could be listed as a southern loop with an advisory lane. It should only be used by advanced bicyclists.

Hakki asked about creating parking on Watson Avenue near the tennis courts? Bryer said that it is an existing burial ground. Galle said to adjust the center line to create area for walking and traffic calming.

Discussion ensued regarding transitions at both lane changes and cross walks. Lambert said the same transition is needed across town. Galle said that they would have a standard. Bryer asked how often cross walks and transitions would need to be re-painted? Hakki asked about colorized asphalt? Galle said that colorized asphalt fades.

Discussion ensued regarding advisory bike lanes. The question was raised do they work? Gomes said that there is a learning curve. Galle said that there is a case study in Hanover, New Hampshire. Education is a key factor.

Discussion regarding the plan overall ensued. Collie raised the question, could the Town Council say "no" and reject the whole plan? Lambert said it is high level plan, and there are aspirations to meet.

The priority areas are:

- North-South at Zeek's Creek
- Beavertail Road
- East Shore Road at Eldred Avenue

IV. Future Meetings – Review, Discussion, and/or Action and/or Vote

1. The next meeting is scheduled for Friday, June 14, 2024.
2. Public Workshop on Tuesday, June 18, 2024 at 5:00 p.m.

V. Adjournment

A motion to adjourn at 1:29 p.m. was moved by Smith and seconded by Lambert. All in favor.

Approved as written
BIKE PATH COMMITTEE MEETING
June 14, 2024
9:00 AM
Jamestown Town Hall
Small Conference Room
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 9:02am and the following members were present:

Rip Smith, Samira Hakki, Jean Lambert, Lisa Bryer, and Jeremy Collie,

Also present: Jeff Maxtutis, BETA; Alyssa Gomes, BETA; Arek Galle, BETA, Anna Sangree, BETA and Carrie Kolb

Not present: Julie Kallfelz, Erik Brine, Steve Engberg, Joyce Antonello, and John Hammel

II. Jamestown Bicycle and Pedestrian Draft of Final Master Plan: Presentation from BETA - Review, Discussion, and/or Action and/or Vote

Maxtutis explained that the draft plan is aspirational. BETA is still accepting comments from the committee. When looking at feasibility, most are feasible but there are challenges in some locations and this plan is not down into the design details including transitions. Work will need to be done with some property owners but it sets the stage for a vision. The plan is for island wide accessibility and includes, East to West path, is multi-mobile, and for all ages. There are lots of shared use paths for everyone.

Maxtutis reviewed the Jamestown Bicycle and Pedestrian Plan (see attached).

East Shore Road (area 1): Bryer asked if it was wide enough for clean up after a storm for maintenance purposes? Maxtutis said the path is 10-feet.

East Shore Road (area 3): Hakki asked if a shared use path, instead of a widened shoulder, could be put in at the top of the island? It could be done by making the road 10-feet, instead of 11-feet, and make the path bigger. Maxtutis said it is not a traffic heavy area in that portion of the road and BETA can push for it.

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North Main Road & North Road: Hakki pointed out that this is the most dangerous section of the bike path. Galle discussed having armadillos in this section.

St. Mark's Connection: Bryer said that the existing path is the old ice road.

Helm Street to North Road (area 2): Collie asked if the path is existing? Hakki said that there is a path from Weeden Lane to reservoir and that this would be a good path for mountain biking trails. Maxtutis said that this path could be made out of stone dust.

Great Creek: Galle said that this is one of two North to South connections on the island and it is very important. Hakki said that a letter writing campaign to RIDOT was implemented after they presented to Town Council without plans for a bike path.

Sharrow Locations: discussion ensued regarding creating a cut across Weeden Lane/Shoreby Hills.

Golf Course Connection: Lambert said that she likes the idea. Galle said that it is aspirational. Collie pointed out that there are wetlands. Bryer gave an alternative as Mount Hope Avenue if the golf course isn't feasible.

Walcott Ave: Galle said that cars move quickly on this street. Bryer said that the sidewalks are in better condition on the west side.

Highland Drive: This is a street for an advisory bike lane. Bryer asked if advisory bike lanes work at blind corners? Galle said that they could widen the road in some places where needed. Maxtutis said that this is a good area to complete quickly and maybe as a pilot.

Fort Getty Road: People walk their dogs down this road a lot. Bryer said the road can be 11-feet instead of 12.6-feet.

Transitions were discussed. The transition at Eldred Avenue is shown on the south side but can be put on the north side.

III. Approval of Minutes from April 26, 2024 – Review, Discussion, and/or Action and/or Vote

Minutes will be approved at the next meeting. There were not enough members present at the end of the meeting for a quorum to vote.

IV. Future Meetings – Review, Discussion, and/or Action and/or Vote

1. Public workshop on June 18, 2024 at 5:00pm

The public workshop advertisement was in the Jamestown Press in the June 13 edition. Bryer and Kolb emailed the notice to contacts, town committee members, the Recreation Department for distribution, the Library for distribution, and Shores Association for distribution. Hakki will email to Rolling Agenda. BETA will bring boards to place around

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the room and a map for attendees to leave comments on. Bryer will give the introduction and BETA will present. It was discussed that BETA will present to the Town Council at an August meeting, which date and time are still to be determined.

2. The next meeting is scheduled for Friday, July 19, 2024 at 9:00 am.

V. Adjournment

The meeting adjourned at 10:53 am.

Attest:

Carrie Kolb

Approved as written
BIKE PATH COMMITTEE MINUTES
Bicycle and Pedestrian Master Plan Workshop
June 18, 2024
5:00 PM
Jamestown Town Hall
Town Council Chambers
93 Narragansett Ave.

I. Call to Order and Roll Call

Bryer opened the workshop by welcoming all the attendees at 5:00pm. and the following members were present: Rip Smith, Samira Hakki, Lisa Bryer, and Erik Brine

Also present: Jeff Maxtitus, BETA; Alyssa Gomes, BETA; Arek Galle, BETA, Anna Sangree, BETA and Carrie Kolb

Not present: Jeremy Collie, Jean Lambert, Julie Kallfelz, Steve Engberg, Joyce Antoniello, and John Hammel.

Attendees who signed in:

Erik Brine

II. Jamestown Bicycle and Pedestrian Master Plan Draft: Presentation from BETA - Review, Discussion, and/or Action and/or Vote

Lisa Bryer welcomed everyone at 5:02pm. About 28 attendees were in attendance. She introduced the team from BETA.

Jeff Maxtutis, BETA gave a presentation (see attached). Project goals discussed. Public comments will be taken and the master plan is still in draft phase so comments can be incorporated.

III. Public Comment – Review and/or Discussion

A. In person

B. Accepted in writing to Planning Department until July 2, 2024

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Public Workshop on June 18, 2024
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PUBLIC COMMENTS:

- Path through the Golf Course is great.
- Process used is effective and a lot of practical ideas.
- This (Master Plan) is really nicely done.
- Thanks to the Bike Path Committee, Town Council, Mike Gray and Public Works.
- Questions – Zeek’s Creek area:
 1. Do we have to work with the state?

Lisa Bryer said the Town will need to coordinate with RIDOT. North Road is a state road.

Erik Brine said this is on the State TIP and the Town is committed to a bike path lane. The Town will need help from the community.

Jeff Maxtutis said that Zeek’s Creek is pinch point now.
 2. Is State permission needed?

Lisa Bryer said yes there needs to be coordination with RIDOT. A bike path at Zeek’s Creek is on our plan and when the Town Council approves the Master Plan, it says that the community is behind this plan.

Jeff Maxtutis said once the Master Plan is adopted, it has greater teeth when dealing with RIDOT.
- North Road path north of Rt. 138 – needs education or enforcement on path. The path was supposed to go to West Reach and it stops at Sloop. Will it go further?

Lisa Bryer said the plan is to have it go further. There is still driveway coordination with residents that needs to occur.
- Does the Master Plan set out priorities?

Jeff Maxtutis said not yet. It will be up to the Town to prioritize. There can be early action items and create a longer timeline for larger items.
- There is an East to West path goes through the land trust, what if it doesn’t work?

Lisa Bryer said this is an aspirational plan and when a section is targeted for development, the coordination with property owners etc will be done then. There are other ways that can be utilized to create an East-West connection.
- How is an Advisory Bike Lane used?

Jeff Maxtutis said that cars drive more to the center when there are bikes and pedestrians on the sides/shoulders.

Arek Galle said it would be good to start with a pilot project.

Comment from the audience was that signage would be needed.
- Can Beavertail Road become as shared use path?

Jeff Maxtutis said that BETA can look into it but he does not think they have enough room in the right of way.

Bicycle and Pedestrian Master Plan
Public Workshop on June 18, 2024
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- Who will coordinate with all the entities in Town and State? How the education going to work? Maxtutis said it will be the Town Administrator, Planning Department and Town Council.
- Traffic calming options were questioned and discussed. Traffic calming measures started in 1970s. Traffic calming is about slowing vehicles down for safety and visible structures slow people down.
- The idea of lowering the speed limit in areas like from Water Plant to the Narragansett Avenue on North Road were discussed.
- What are the next steps? Maxtutis said they will present to the Town Council at a future meeting.
- Speed cameras have been used in other towns/cities for traffic calming.
- How to make people aware of the Master Plan? It is on the town website and has been in The Jamestown Press.
- Galle said the proposed Master Plan is an aspirational plan. There are options with the design. It is intended to be a road map because having a bigger plan means that things in the future do not fall through the cracks. There is a lot of strength in the plan.
- Should it be renamed a “recreational path”? Its not just a bicycle path? Maybe a “shared use path”? Come up with a new term?
- How to determine priority and costs? Maxtutis said that there is a recommendation matrix within the Master Plan that shows costs and levels of ease.
- Will there be a survey to look at priorities for the residents?

IV. Approve Master Plan for Submission to Town Council - Review, Discussion, and/or Action and/or Vote – no action taken

V. Adjournment

The meeting adjourned at 7:00pm.

Attest:

Carrie Kolb

Bike Path Committee Attendance 2024							
	1/19/24	2/16/24	3/15/24	4/26/24	5/17/2024	6/14/2024	6/18/2024
			CANCELLED		CANCELLED		WORKSHOP
Jeremy Collie	P	P		P		P	A
Steve Engberg	A	P		A		A	A
Samira Hakki	P	P		P		P	P
John Hammel	A	P		A		A	A
Julie Kallfelz	P	A		P		A	A
Rip Smith	P	P		P		P	P
Joyce Antoniello	P	A		A		A	A
Lisa Bryer	P	P		P		P	P
Jean Lambert	P	P		P		P	A
Erik Brine	A	A		A		A	P

	7/19/2024
Jeremy Collie	A
Steve Engberg	A
Samira Hakki	P
John Hammel	A
Julie Kallfelz	A
Rip Smith	P
Joyce Antoniello	A
Lisa Bryer	P
Jean Lambert	P
Erik Brine	A

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Approved:

A meeting of the Jamestown Harbor Commission (JHC) was held Wednesday, June 12, 2024 at 5:00 p.m. in the Town Council Chambers of the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island.

I. Call to Order and Roll Call

Vice-Chairman Tom Alexander called the meeting to order at 5:00 p.m.

Present:

Tom Alexander, Vice-Chairman
Jessica McCarthy, Commissioner
Sue Romano, Commissioner
Mark Campbell, Commissioner
Jim Archibald, Commissioner

Absent:

Wayne Banks, Chairman

Also in Attendance:

Edward Mello, Town Administrator
Fred Pease, Interim Executive Director
Bart Totten, Harbormaster
Joan Rich, Harbor Clerk

II. Approval of Meeting Minutes – Review, discussion, and/or potential action and/or vote;

A. May 8, 2024

Commissioner Romano made a motion to approve the minutes of the meeting of May 8, 2024 and Commissioner Campbell seconded. So voted: 5 aye, 0 nay.

B. May 14, 2024

Commissioner Romano made a motion to approve the minutes of the meeting of May 14, 2024 and Commissioner McCarthy seconded. So voted: 5 aye, 0 nay.

III. Open Forum

A. Scheduled Requests to Address

There were no Scheduled Requests to Address.

B. Non-Scheduled Requests to Address

Marian Falla of Green Lane questioned how the proposed changes to the Rule Book, on tonight's agenda, would be merged with the existing Harbor Ordinance, and if the fee schedule would supersede what is already in the ordinance. Town Administrator Mello explained the difference between the Rule Book, the Harbor Management Ordinance, and the Harbor Management Plan, and how the changes would be incorporated. There was some discussion.

IV. Executive Director's Report – F. Pease

Interim Executive Director Pease discussed the new staffing in the Harbor Department. In addition to Harbormaster Bart Totten, there are two assistant harbormasters and two college interns.

The pumpouts at East and West Ferry are being upgraded, which will be paid for through a grant from DEM. The East Ferry pumpouts are operational and the West Ferry pumpout is waiting for a part but should be operational by the end of next week.

The new harbormaster boat is scheduled to be ready at the end of June, and an inspection visit will be scheduled shortly.

The Public Works department is working on the repairs to the Ft. Getty pier, and the Town is pursuing reimbursement for the repairs from FEMA. The pier should be open in the next week or two. There was some discussion.

V. Year-to-Date Financial Report

The year-to-date financial report was not available.

VI. Sub-Committee Reports

A. Budget – S. Romano – Review, discussion, and/or potential action and/or vote;

Commissioner Romano had nothing to report.

B. Facilities – W. Banks and J. McCarthy – Review, discussion, and/or potential action and/or vote;

Commissioner McCarthy had nothing to report.

C. Mooring Implementation – M. Campbell – Review, discussion, and/or potential action and/or vote;

Commissioner Campbell had nothing to report.

D. Gould Island Restoration – W. Banks and M. Campbell – Review, discussion, and/or potential action and/or vote;

The Army Corps of Engineers held a meeting on June 6 regarding the contamination of Gould Island and potential mitigation of the contamination. The original proposed use for Gould Island was to be for camping outside of the bird nesting season, ~~so the area of the island that would be turned over to DEM/Town of Jamestown could only be used from June through August.~~ Due to the level of contamination, it is currently only suitable for a wildlife sanctuary, but if a proposal is submitted to change the future use, the ACOE could clean it up, but it would only clean up the hazardous waste, it would not address any safety issues on the island

infrastructure. ~~The Conservation Commission wants the island to remain only as a wildlife sanctuary.~~ Another meeting will be held in October. There was some discussion, and Town Administrator Mello went over the Harbor Commission's role as an advocate for Gould Island.

VII. Liaison Reports

A. Conservation Commission – B. Laman – Review, discussion, and/or potential action and/or vote;

Commissioner Laman was not in attendance.

B. Town Council – R. White – Review, discussion, and/or potential action and/or vote;

Councilor White was not in attendance.

VIII. Old Business

A. Update on Appeal of Wickford Yacht Club of Mooring Cancellation – Review, discussion, and/or potential action and/or vote;

John Hughes and Jeri Levesque appeared on behalf of the Wickford Yacht Club, and stated they had met with Bart Totten about their plans for better record keeping to show usage of their permitted moorings in Dutch Harbor. They are also going to better identify the mooring balls, and members must fly the club burgee and keep a record in their log book when they are on the moorings. Mr. Hughes stated the moorings are very popular with their members and wish to have all three moorings in good standing, and retain good relations with the Harbormaster. Harbormaster Totten agreed they had a very productive meeting and he has no issue with their request to keep the third mooring. Commissioner Romano made a motion to rescind the revocation of the mooring and adhere to the guidelines presented by Wickford Yacht Club and the Harbormaster, and it was seconded by Commissioner Archibald. So voted: 5 aye, 0 nay, and the mooring permit was reinstated.

B. Update on Ft. Getty Pier repairs – Review, discussion, and/or potential action and/or vote;

Interim Executive Director Pease had already addressed the Ft. Getty pier repairs. Commissioner Archibald stated that he had been asked by the previous Executive Director to assist in managing the waterfront, which he does not have a problem with, but he has not been assigned to the Facilities Sub-Committee, and feels he is over-stepping those who are on the Sub-Committee. He would like to have his sub-committee appointment added to the agenda for the July meeting. There was some discussion about other projects and costs associated with the Ft. Getty pier.

IX. Correspondence

A. Letter from Attorney Christian Infantolino

Attorney Infantolino had suggested some revisions to the Harbor Rule Book that related to the use of the concrete dock in East Ferry, and those changes have been incorporated. There was some discussion.

X. New Business

A. Amendments to the Harbor Management Rule Book to include language regarding the use of East Ferry Touch and Go Docks and Ferry Dock – Review, discussion, and/or potential action and/or vote;

Commissioner Romano made a motion to amend the Harbor Management Rule Book to include the language regarding the use of the East Ferry touch and go docks and the ferry dock, and it was seconded by Commissioner Archibald. There was some discussion. Paul Sprague of Mast Street asked if the fee schedule will be voted on with this item or if it will be voted on separately, which it will be under the next item on the agenda. There was more discussion. So voted: 4 aye, 1 nay.

B. Amendments to Permit Fee Schedule to include permits for the use of Ferry Dock – Review, discussion, and/or potential action and/or vote;

Commissioner Romano made a motion to accept the amendments to the permit fee schedule and Commissioner Archibald seconded. Paul Sprague of Mast Street commented that he believes the Jamestown Newport Ferry should be exempt from paying the charter vessel permit fee. There was some discussion. So voted: 5 aye, 0 nay.

XI. Open Forum – Continued (If Necessary)

Commissioner Archibald asked about the status of the appointment of the seventh Harbor Commission member, and it is on the agenda for the June 17 Town Council meeting. Commissioner Archibald also asked about the status of the appointment of a permanent Harbor Director, and the interview process has not yet begun.

XII. Adjournment

There being no further business, Commissioner Romano made a motion to adjourn that was seconded by Commissioner Campbell. So voted: 5 aye, 0 nay.

Attest,

Joan Rich, Harbor Clerk

Approved as written
PLANNING COMMISSION MINUTES
June 26, 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 pm and the following members were present:

Michael Swistak – Chair	Mick Cochran
Rosemary Enright – Secretary	Diane Harrison
Bernie Pfeiffer	Dana Prestigiacomio

Not present: Duncan Pendlebury – Vice Chair

Also present:

Lisa Bryer, AICP - Town Planner
Carrie Kolb – Planning Assistant
Peter Ruggiero, Esq. -- Ruggiero, Brochu & Petrarca
Dennis Webster

II. Citizen’s Non-Agenda Item- none

III. Correspondence

1. UDR decision for Theodore Mundy, 27 Luther Street, AP 8 Lot 322
2. Memo to Zoning Board of Review High Groundwater Table and Impervious Overlay District, Subdistrict A, Kirmil Residence: AP 15, Lot 210; 213 Seaside Drive
3. Memo to Town Council for Development Plan approval for Conanicut Island Sailing Foundation

Correspondence was recognized as received.

IV. New Business

1. No items at this time.

V. Old Business

1. Zoning Ordinance amendments related to 2023/2024 RI Legislative changes
 - A. Memorandum from Town Planner related to multi-family dwellings and projects.

Bryer said that the discussion will begin with multi-family dwellings and projects. Currently there is a six-month moratorium on building multi-family dwellings and projects and the intent is to change the Zoning Ordinance before the moratorium is lifted. The moratorium was put in place due to a last-minute change to the multi-family dwellings and project section of the Zoning

Planning Commission Meeting
June 26, 2024
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Ordinance that created an unintended significant change. The previous ordinance was too restrictive and multi-family dwellings and projects could not be built. The goal is to create an ordinance that is reasonable and will not create dwellings and projects that are overly dense. The State of Rhode Island does give a density bonus for units of affordable housing that are created. Multi-family dwellings and projects are only allowed in Village Special Development District.

Discussion ensued regarding multi-family dwellings and projects.

Commissioner Swistak asked why the minimum lot size was 200,000 sq ft in R-20? Bryer said the square footage was old, created many years ago and just never changed. The new zoning ordinance permits multi-family dwellings and projects on smaller lots now.

Commissioner Swistak asked what the average size lot in the R-20 is? Bryer said that she does not know, and explained that there are many conforming lots and there are existing non-conforming lots. Lots range in size from 5,000 sq ft up to 8 acres.

Detailed in the June 21, 2024 Planner's Report (see attached), Bryer gave three examples of proposed examples within the R-20 zone: CD zone and R-8 zone. The proposed examples were discussed.

Commissioner Harrison asked what size the multi-family units would be? Bryer said that was unknown. Commissioner Harrison asked if the affordable housing units are smaller sized units? Bryer said that affordable units must be comparable in size to other units. Bryer said that each example must plan for open space, parking, circulation, and utilities.

Commissioner Swistak asked about the increased density if all three examples were to be built, which would be 60 more units. It is more likely to be 90 more people. How do you support 60 more units with water? Bryer said that that multi-family dwellings and affordable units were projected in the water build out plan.

Commissioner Harrison asked about example with 17 units with 4 affordable units and 4 bonus incentive market rate units. The 21 market rate units will most likely sell for \$1 million each. How does this solve the need for senior and affordable housing? Bryer said that just creating additional housing will not bring the housing costs down but will provide additional housing choices in Jamestown, which are lacking.

Commissioner Swistak said the example in the R-20 zone with 24 units with 6 affordable units and 6 bonus incentive market rate units is too large. In his opinion, the number of units that can be built should be 15 units.

Commissioner Prestigiacoio expressed her concern over water usage and being able to support that many extra people. Bryer said that the water build out plan projected multi-family dwellings

Planning Commission Meeting
June 26, 2024
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and projects. Commissioner Cochran asked what is the water build out plan? Byer said that the plan will be provided to the planning commissioners.

Dennis Webster of 22 Mount Hope Avenue, said that he thinks multi-family housing will likely be luxury condos. He thinks compact cottage development and affordable ADU have the possibility to be smaller and more affordable. He thinks reduction of 200,000 square feet to 60,000 square feet is too great. He thinks the setbacks for multi-family units should be greater than single family setbacks and gave an example of Bay View Drive where 2 or more large buildings would only be 22.5 feet from the road. Commissioner Swistak said that he liked the idea of greater setbacks. Commissioner Cochran likes the compact cottage development and liked the proposal from a few years ago for multi-family development on Narragansett Avenue. Bryer noted that was 24 units on just over an acre.

Discussion of smaller structures ensued. Commissioner Harrison asked if all the units in one large building could be prohibited? Commissioner Cochran asked how to encourage small structures on lots? Bryer said that allowing the number of units per structure could accomplish smaller structures. Commissioner Enright asked about having setbacks in relation to the height of the building, like with the communication tower. Commissioner Prestigiacomo said to have design standards, limit building mass and larger setbacks. Commissioner Swistak said that the decisions that have allowed large mass buildings are the ones that are criticized.

Discussion of acceptable density ensued. The density should be about 50% of the examples provided. Bryer will create examples for future discussion with less density.

Discussion ensued regarding Zoning Ordinance changes due to RI Legislative changes 2023-2024. Commissioner Swistak asked if the Planning Commission has the opportunity to say "no" to any of the legislative changes? Bryer said no.

New zoning ordinance language and/or questions were discussed.

Commissioner Cochran asked about the difference between VI. Commercial Retail B. 2 and F. Miscellaneous Retail 7. Bryer will look into why the use table is different.

Sec. 82-708, Basements is a new addition. The reason it was added was due to the high water table across the island and the difficulty with people pumping into the street and neighbors property when they have a foundation in the groundwater table. The Engineering, Public Works and Zoning departments all said it is reasonable to have the ordinance. Commission Swistak asked if a house was taken down, could it be rebuilt on the foundation that has an existing basement? Bryer said that she will talk to dept heads about that.

Discussion ensued regarding setbacks and substandard lots. Bryer said that she has some ideas for more design standards that will be explored at further meetings.

Planning Commission Meeting
 June 26, 2024
 Page 4 of 5

Development Plan Review (DPR) has been moved to subdivision regulations. The Planning Commission will be reviewing subdivision regulations soon.

The State made changes to Accessory Dwelling Units (ADU) and the changes are effective on July 1, 2024. The main changes are the size of 900 sq. ft. or 60% of the floor area net of the principal dwelling. Discussion ensued regarding the minimum size. It was decided to make no additional changes and keep the state law as written.

A motion was moved by Commissioner Swistak and seconded by Commissioner Cochran to approve and forward changes discussed in the Town Planner's memo dated June 21, 2024 to the Town Council. All in favor.

VI. Reports

1. Planner's Report

A. Future meetings – topics and applications

No further discussion aside from the memos.

VII. Approval of Minutes

1. May 15, 2024, review, discussion and/or action and/or vote

A motion was moved by Commissioner Enright and seconded by Commissioner Cochran to approve the minutes of the May 15, 2024, meeting as amended. All in favor. Swistak abstained. Page 7 Paragraph 3 removed:

~~He said the spaces are not the correct size. Aisle with is only 20 ft. needs to be 23 feet for 90 degree parking.~~

~~Photographs—event parking only—not golf parking related.~~

~~Private event parking photo—~~

~~Photo of 9 cars in the grassy area where 17 are supposed to be. Not enough space.~~

~~Photo of single car~~

~~Photo where cars are already parking on the grass.~~

~~Complete cluster and cram cars. By the ordinance there is enough parking.~~

~~Copy of planning memorandum, zoning ruling—as exhibits.~~

~~Rosemary—part of golf parking or event parking? Christian—it was for parking. Mick—is could solve the problem.~~

~~Followed through with what was previously approved. No need for relief stated in the minutes. March 2019 Zoning board ruling.~~

~~Not an allowable use—new ordinance has what is and what is not allowed.~~

2. June 5, 2024, review, discussion and/or action and/or vote

A motion was moved by Commissioner Enright and seconded by Commissioner Cochran to approve the minutes of the June 5, 2024, meeting as written. All in favor.

Planning Commission Meeting
June 26, 2024
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VIII. Adjournment

A motion to adjourn at 8:35pm was moved by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

Attest

Carrie Kolb

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the June 25, 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
Terence Livingston, Member
James King, Member
Jane Bentley, Member
John Shekarchi, 1st Alternate
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 May 28, 2024

A motion was made by Jane Bentley and seconded by Dean Wagner to accept the minutes of the May 28, 2024 meeting as presented.

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.

John Shekarchi, James Sisson and Robert Maccini were not seated.

CORRESPONDENCE

An e-mail from Charles and Kate Martin dated May 29, 2024 formally withdrawing their variance request.

NEW BUSINESS

McCaffrey

A motion was made by Jane Bentley and seconded by Dean Wagner to grant the request 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.

This Board has determined that this application does satisfy the requirements of Article 6, Sections 600 and 602.

This Special Use Permit is granted with the following restriction/condition(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

The recommended conditions of approval from the Planning Commission must be followed.

This motion is based on the following findings of fact:

1. Said property is located in a R40 zone and contains 28,800 sq. ft.
2. The subdivision is consistent with the requirements of the Jamestown Comprehensive Plan.
3. The merger of lots 67 & 70 combines to form a lot size of 28,800 feet.
4. No further bedrooms will be added.
5. There will be no significant negative environmental impact from the proposed development.
6. The impervious 7.9 % coverage is under the 9% maximum allowed.

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.

John Shekarchi, James Sisson and Robert Maccini were not seated.

Haskell

Richard Boren questioned that under the new Zoning Ordinance the application may be decided administratively under 82-800-F2. (Construction, reconstruction, or renovation of structures or other new impervious surface coverage less than 200 sq. ft. in Subdistrict A shall be reviewed under Administrative Development Plan Review)

A motion was made by Dean Wagner and seconded by James King to continue the request of Brian J. Haskell and Ada M. Haskell to the July 23, 2024 meeting.

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.

John Shekarchi, James Sisson and Robert Maccini were not seated.

ADJOURNMENT

A motion was made and seconded to adjourn at 7:30 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: August 15, 2024

SUBJECT: Budget to Actual- General Fund

A handwritten signature in blue ink, appearing to be "C. Collins", is written over the "FROM:" line of the memorandum.

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

Run: 8/16/2024 at 8:16 AM

	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	187.40	794.52	405.48	66.21
Probate Court Expenses	6,836.00	620.88	6,429.76	406.24	94.06
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	2,893.00	(1,015.00)	154.05
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	5,758.50	2,163.50	72.69
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	559.74	4,896.25	(1,646.25)	150.65
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	684.74	22,020.52	(260.52)	101.20
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	1,863.52	33,208.11	(4,208.11)	114.51
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	16,260.88	224,249.99	(725.99)	100.32
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	927.14	5,388.47	(888.47)	119.74
Planning Expenses	148,364.00	10,827.06	148,673.46	(309.46)	100.21
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	312.32	3,547.36	(1,047.36)	141.89
Zoning Expenses	10,500.00	962.32	10,903.35	(403.35)	103.84
1100 7009 70900 00 Social Security Tax	361,550.00	29,124.74	375,689.64	(14,139.64)	103.91
1100 7009 70901 00 Blue Cross/Delta Dental	702,712.00	79,947.36	593,643.95	109,068.05	84.48
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	97,151.68	373,183.00	(23,183.00)	106.62
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	25,000.00	25,000.00	0.00	100.00
1100 7009 70920 00 Police Retiree Health	104,550.00	10,191.60	116,343.00	(11,793.00)	111.28
Personnel Expenses	1,779,761.00	242,470.15	1,683,087.46	96,693.54	94.57
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	19,082.76	2,917.24	86.74
Finance Expenses	245,747.00	25,243.78	241,241.34	4,505.66	98.17
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	13,515.00	76,530.00	(16,530.00)	127.55
1100 7013 70303 00 Software	50,000.00	73.37	57,234.09	(7,234.09)	114.47

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

Run: 8/16/2024 at 8:16 AM

	<u>Annual Budget</u>	<u>P-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Remaining \$</u>	<u>% of Budget</u>
Total Expenses	110,000.00	13,588.37	133,764.09	(23,764.09)	121.60
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	1,823.40	15,115.28	5,884.72	71.98
1100 7031 70303 00 Computer Software	24,200.00	735.00	30,502.07	(6,302.07)	126.04
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	1,390.72	9,361.86	3,138.14	74.89
1100 7031 70310 00 Personal Equipment	2,500.00	1,746.44	13,953.27	(11,453.27)	558.13
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	1,687.91	28,947.96	(5,947.96)	125.86
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	2,436.15	4,456.63	(956.63)	127.33
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	297,900.94	2,146,800.41	(16,854.41)	100.79
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	19,300.00	68,672.45	6,327.55	91.56
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	587.13	16,445.12	(7,245.12)	178.75
1100 7032 70308 00 Vehicle Insurance	68,000.00	2,750.00	66,631.42	1,368.58	97.99
1100 7032 70309 00 Telephone	10,000.00	1,866.85	9,849.39	150.61	98.49
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	2,305.94	19,700.59	(6,700.59)	151.54
1100 7032 70315 00 Training Of Members	7,000.00	1,379.00	6,030.83	969.17	86.15
1100 7032 70321 00 Electricity	18,000.00	4,570.74	22,317.40	(4,317.40)	123.99
1100 7032 70322 00 Maintenance Of Radio System	5,500.00	0.00	4,882.10	617.90	88.77
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	353.90	1,549.84	50.16	96.87
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	6,597.53	23,615.99	(10,115.99)	174.93
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	43,774.58	476,948.22	(3,653.22)	100.77
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	21,673.50	61,863.50	15,936.50	79.52
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	1,022.39	11,130.94	(4,330.94)	163.69
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	(3,587.75)	38,982.55	(7,522.55)	123.91
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	368.08	3,313.53	2,686.47	55.23
1100 7033 70333 00 Ambulance Medical	20,000.00	20,158.94	39,914.49	(19,914.49)	199.57
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	39,688.74	585,588.54	29,973.46	95.13
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: 8/16/2024 at 8:16 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	499.93	2,379.99	2,870.01	45.33
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	181,221.40	318,392.59	24,596.41	92.83
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	18,333.00	119,249.17	(19,249.17)	119.25
1100 7043 70314 00 Oil And Gas	75,000.00	2,092.54	54,962.86	20,037.14	73.28
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	2,141.40	6,844.60	6,655.40	50.70
1100 7043 70333 00 Other Road Supplies	14,000.00	6,184.40	16,027.75	(2,027.75)	114.48
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	5,910.00	5,910.00	90.00	98.50
1100 7043 70399 00 Safety And Licensing	5,500.00	961.98	5,075.18	424.82	92.28
Highway Expenses	1,141,179.00	103,325.59	1,053,156.74	88,022.26	92.29
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	141.33	898.70	(98.70)	112.34
1100 7045 70321 00 Electricity	1,400.00	149.03	2,206.86	(806.86)	157.63
1100 7045 70340 00 Maintenance And Testing	44,000.00	918.80	46,905.59	(2,905.59)	106.60
1100 7045 70341 00 Transfer And Trucking	410,000.00	62,433.38	415,876.02	(5,876.02)	101.43
1100 7045 70350 00 Hazardous Waste Recycling	300.00	0.00	0.00	300.00	0.00
Waste Removal Expenses	534,072.00	69,059.90	542,430.90	(8,358.90)	101.57
1100 7046 70321 00 Electricity	64,000.00	2,437.22	9,379.33	54,620.67	14.66
Street Lighting Expenses	64,000.00	2,437.22	9,379.33	54,620.67	14.66
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	852.97	6,317.93	9,682.07	39.49
1100 7049 70321 00 Electricity	65,000.00	15,091.06	83,885.92	(18,885.92)	129.06
1100 7049 70324 00 Water	11,000.00	2,817.47	10,835.85	164.15	98.51
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	6,386.16	80,184.60	(15,184.60)	123.36
1100 7049 70375 00 Landscape	9,000.00	3,837.35	9,367.10	(367.10)	104.08
Public Buildings Expenses	284,000.00	35,343.03	282,131.35	1,868.65	99.34
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: 8/16/2024 at 8:16 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	2,637.50	14,562.50	(4,562.50)	145.63
1100 7065 70302 00 Fees, Supplies & Dues	4,000.00	389.46	4,986.32	(986.32)	124.66
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	14,204.48	146,575.15	2,418.85	98.38
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	426.91	10,136.24	(1,636.24)	119.25
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	13,377.55	25,214.32	(14,714.32)	240.14
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	1,425.09	17,297.22	(2,297.22)	115.31
1100 7070 70345 00 Computer Repairs And Maintenance	10,000.00	322.49	13,892.87	(3,892.87)	138.93
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	17,896.12	126,142.11	(5,361.11)	104.44
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	549.89	(7,547.49)	7,547.49	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	53,621.12	506,099.30	(16,040.30)	103.27
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	864.92	5,932.67	267.33	95.69
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	2,500.00	12,500.00	(2,500.00)	125.00
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	2,463.98	6,349.73	(1,849.73)	141.11
1100 7080 70314 00 Gas And Oil	11,000.00	1,168.12	9,996.26	1,003.74	90.88
1100 7080 70321 00 Electricity	31,000.00	9,338.55	33,379.50	(2,379.50)	107.68
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 Faciliti	5,000.00	125.00	5,125.00	(125.00)	102.50
1100 7080 70324 00 Water	13,000.00	88.14	16,327.84	(3,327.84)	125.60
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	6,076.72	31,500.23	(7,500.23)	131.25
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	83,079.51	643,869.93	6,105.07	99.06
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	2,999.90	47,000.10	6.00
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	15,613.79	42,586.21	26.83
Total Department Expenses	12,211,735.00	1,436,944.60	11,862,134.34	349,600.66	97.14

Town of Jamestown as an abutter.

TOWN OF JAMESTOWN
ZONING BOARD OF REVIEW
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING AUGUST 27, 2024, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT 7:00 P.M. UPON THE FOLLOWING:

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.

BY ORDER OF THE ZONING BOARD OF REVIEW
RICHARD BOREN, CHAIRMAN
PETER MEDEIROS, ZONING OFFICER

THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.

The public is invited to observe and participate in the deliberations of this meeting, in person @ Town Hall.

TO VIEW THE 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 Board to consider on any of the above matters must be received by the Zoning Office no later than Aug. 14, 2024. Email to pwestall@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.

This 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.

MURPHY PRIOR & INFANTOLINO
ATTORNEYS AT LAW

77 NARRAGANSETT AVENUE
JAMESTOWN, RI 02835-1149
(401) 423-0400 TELEPHONE
(401) 423-7059 FACSIMILE

EMILY J. MURPHY PRIOR*
CHRISTIAN S. INFANTOLINO**

*ALSO ADMITTED IN CONNECTICUT
**ALSO ADMITTED IN MASSACHUSETTS

JOHN AUSTIN MURPHY, of counsel
NEALE D. MURPHY
1904-2003

August 9, 2024

Jamestown Town Zoning Board
c/o Peter Medeiros, Zoning Officer
93 Narragansett Avenue
Jamestown, RI 02835

Re: Appeal of Zoning Officers Decision by Steve and Jamie Munger

Dear Zoning Board:

My Clients, Steve and Jamie Munger, hereby withdraw their application of Appeal of a decision made by the Town's zoning officer received 6/28/24.

Thanks for your time and consideration with this matter.

Best,



Christian S. Infantolino

Town of Jamestown as an abutter.

TOWN OF JAMESTOWN
ZONING BOARD OF REVIEW
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING AUGUST 27, 2024, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT 7:00 P.M. UPON THE FOLLOWING:

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.

BY ORDER OF THE ZONING BOARD OF REVIEW
RICHARD BOREN, CHAIRMAN
PETER MEDEIROS, ZONING OFFICER

THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.

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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: August 13, 2024

SUBJECT: Building and Zoning Official

As you know, Peter Medeiros has indicated that he wishes to retire from the position of building and zoning official. For the past several weeks, we have advertised this position throughout the building industry and conducted several interviews of candidates.

I recommend Dennis Begin to be appointed as the Building Official per Article IV, Section 409 of the Town Charter

"There shall be a building official who shall be nominated by the town administrator with the approval of the town council and shall be responsible for the supervision and enforcement of ordinances relating to buildings, zoning, trailer parks and other matters assigned to the building official pursuant to law. The building official may also serve as the minimum housing inspector. In the absence of a town engineer, the building official shall be responsible for the custody and proper maintenance of engineering records including surveys, plans, maps and the like, pertaining to town property and projects."

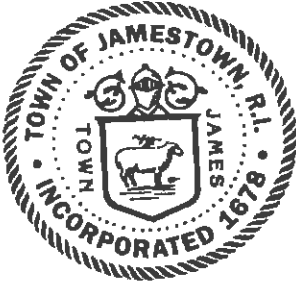
Dennis is certified by the State of Rhode Island as a building official and is also certified through the International Code Council. He previously owned and operated his own commercial and residential building company for more than 20 years. Dennis has served as a building in official in both Massachusetts and Rhode Island.

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: August 13, 2024
SUBJECT: Executive Director Harbor Division

As you know, Steven Bois resigned from the position of Executive Director of the Harbor Division earlier this summer.

The growing responsibilities related to water front activity, permitting, water front infrastructure projects, Gould and Dutch Island projects are examples of areas that need the attention of a dedicated position. In his short tenure, Steven brought value and focus to these needs and further convinced me of the need to maintain this position independent of the police chief.

As such, we advertised for the position through the local Jamestown Press, the Town website, social media and various associations related to the field.

I asked Chairman Banks and Harbor Master Bart Totten to assist in the process to screen and interview potential candidates resulting in a recommendation.

I recommend James Heagney to be appointed per Jamestown Ordinance 78-29

“Executive director. An executive director may be appointed by the town council to supervise the harbor staff and to administer the provisions of this article and any additional regulations subsequently required for the implementation of the article.”

Jim had previously served on the Jamestown Harbor Commission and more recently served as an assistant harbor master. Jim had retired from the private sector work where he was responsible for multi-million dollar and global operations in the jewelry industry.

Roberta Fagan

From: marian falla [REDACTED]
It: Wednesday, July 10, 2024 4:12 PM
To: Roberta Fagan
Subject: Newport TC requests report regarding STR and seasonal rentals
Attachments: Newport Town Council - STR Data.pdf; Newport requests report on seasonal rentals.pdf; Rentals.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 Roberta, good afternoon. Please share these articles with TC and TA.

Thanks in advance

Marian Falla

[REDACTED]

Jamestown RI

[REDACTED]

“The council also unanimously approved a resolution directing city administration to provide a report by July 24 and make recommendations to the council regarding shortterm rentals. The report must include seasonal rental data, the municipal cost of managing seasonal rentals, building and fire code inspections results of short-term rental properties, annual registration updates and information on enforcement, taxation and fee structures. The city must 'so start using short-term rental data software and incorporate seasonal rentals. “

https://whatsupnewp.com/2024/06/newport-city-council-asks-city-administration-to-provide-recommendations-on-short-term-rentals/?utm_source=substack&utm_medium=email

CITY & GOVERNMENT

Newport City Council asks City administration to provide recommendations on short-term rentals

Newport City Council unanimously approved a Wednesday night resolution asking the City administration to make recommendations on expanding its past and current work on short-term rentals to include seasonal rentals (rentals of nine months or less but for more than thirty days).

by [Ryan Belmore](#) 13 hours ago
Newport City Hall.

Newport City Council unanimously approved a Wednesday night resolution asking the City administration to make recommendations on expanding its past and current work on short-term rentals to include seasonal rentals (rentals of nine months or less but for more than thirty days).

Per the resolution, “the city council has effectively focused on policies directed towards short-term rentals that are occupied for less than 30 days, implementing stricter fees, upgrades in software systems, and monetary investments to create a department to regulate and oversee the increase in our transients guest facilities; AND WHEREAS limited data is known about rental dwelling units of nine months or less but for more than thirty days; NOW; THEREFORE BE IT”.

Per the resolve, “City administration will provide a report and make recommendations to the council by July 24, 2024, to include seasonal rental data, the cost of managing seasonal rentals from a municipal

standpoint, building/fire code inspections results, registration, annual registration updates, enforcement, taxation, and fee structure; AND BE IT FURTHER RESOLVES The city shall begin using our short-term rental data software and incorporate with seasonal rentals.”

Councilor Angela Lima introduced the resolution, which was sponsored by Councilor Angela Lima, Charlie Holder, Lynn Underwood Ceglie, and Jeanne-Marie Napolitano.

Resolution – Seasonal Rentals

See rentals.pdf

<https://www.newportthisweek.com/articles/council-requests-short-term-rental-data-new-rogers-up-to-145m/>

Newport Town Council:

The council also unanimously approved a resolution directing city administration to provide a report by July 24 and make recommendations to the council regarding short-term rentals. The report must include seasonal rental data, the municipal cost of managing seasonal rentals, building and fire code inspections results of short-term rental properties, annual registration updates and information on enforcement, taxation and fee structures. The city must also start using short-term rental data software and incorporate seasonal rentals.

Lima called it a "beginning step."

"Quite frankly, renters cannot compete with visitors," she said. "What's more damaging is that if families want to live here and be a part of a community, they're also having to compete with investors. This is a beginning way to continue building our community and thinking about things more systemically for us to impose stricter regulations on behalf of our residents.

We want to promote year- round residency."

Mary Ellen Atkins, of Lucas Avenue, thanked the council for considering the resolution and urged its passage.

"This is a good first step to collecting the data we need to assess how seasonal rentals are affecting our housing stock," she said. "In order to stop the displacement of our families, we need to have places where people can live . . . Every time I see a home get sold to an out-of-town investor, that's one less place for people to live."

THE CITY OF NEWPORT

RESOLUTION**OF THE****COUNCIL****No.**

- WHEREAS:** Under 15.16.040 of the municipal zoning code titled Rental Dwelling Units-Registration states "All rental dwelling units which are let, leased, or otherwise occupied, in whole or in part, by a tenant for residential and/or dwelling purposes for a period of nine months or less but for more than thirty (30) days, shall be registered by the record property owner thereof with the city clerk." For the purposes of this Resolution, such rentals shall be referred to as "Seasonal Rentals."; AND
- WHEREAS:** Seasonal Rentals can be lucrative, with more and more investors buying properties to use solely as seasonal rentals. This is having a detrimental effect on communities across the country because it reduces the number of permanent residents in neighborhoods; AND
- WHEREAS:** Seasonal Rentals are subject to property taxes; however, hosts often avoid paying taxes on their rental income. This means that local communities miss out on tax revenue that they would have received if those guests had stayed at hotels instead. This reduces a city's ability to invest in schools, critical infrastructure, first responders, and other services; AND
- WHEREAS:** In neighborhoods that are close to tourist destinations, residents who do not own their homes often face inflated rental prices that force them to move when landlords convert their long-term rentals into Seasonal Rentals and Short-Term Rentals. This treatment of residential homes as investment properties drives up property values making it more difficult for people to buy a home in these areas; AND
- WHEREAS:** The city council has effectively focused on policies directed towards short term rentals that are occupied for less than 30 days, implementing stricter fees, upgrades in software systems, and monetary investments to create a department to regulate and oversee the increase in our transient guest facilities; AND
- WHEREAS:** Limited data is known about rental dwelling units of nine months or less but for more than thirty days; NOW, THEREFORE BE IT

RESOLVED: City administration will provide a report and make recommendations to the council by July 24, 2024 to include seasonal rental data, the cost of managing seasonal rentals from a municipal standpoint. building/fire code inspections results, registration, annual registration updates, enforcement. taxation and fee structure; AND BE IT FURTHER

RESOLVED: The city shall begin using our short-term rental data software and incorporate with seasonal rentals.

ANGELA LIMA
CHARLIE HOLDER
LYNN UNDERWOOD CEGLIE
JEANNE-MARIE NAPOLITANO

IN COUNCIL
READ AND PASSED

LAURA C. SWISTAK, CMC
CITY CLERK

June 24, 2024

RECEIVED
 JUL 15, 2024 01:13 PM
 Roberta J. Fuson
 TOWN OF JAMESTOWN Town Clerk

Dear Town Council Members:

Hello, I am Nathan from 5th grade at Lawn Ave School, Jamestown and I have a concern about invasive species. Have you ever heard about invasive species destroying our native plants and animals? Some thoughts I have to stop invasive species is that there can be some signs put by some paths saying, "Have you seen these invasive species;" and then a few pictures "If you have will you please scan this QR code and then the town can come get them" or a native species day where a lot of people get a bag and get some pages with invasive species and then they can pick up a bag of them. If you have that every year that will definitely help or you can raise the salary that you get for stopping invasive species.

Invasive species aren't helping us and they are destroying native species. In *Prevention and Management of Invasive Alien Species* it states "Invasive Species are considered the second largest threat to biodiversity after habitat loss." These species are proved to be the 2nd largest threat to biodiversity

Non-native species outcompete native species as it says in *Prevention and Management of Invasive Alien Species*. In *Prevention and Management of Invasive Alien Species* it states "Non-native species do extremely well and outcompete native species." We do not want invasive species to overrun native species, we want our plants and animals, and to keep them we have to keep out invasive species.

We want native species because our native plants and animals keep our country healthy. In *Prevention and Management of Invasive Alien Species* It states "They can cause environmental and economic harm." We do not want our native plants and animals to be harmed or our economy for volunteer work.

If we raise the salary, more people will want to work, and more invasive species will get taken out. If we do not we might not get a good amount of invasive species out.

Some ideas for Jamestown is that you can put some signs put up by some paths saying "Have you seen these invasive species" and then a few pictures "If you will please scan this QR code and then the town can come get them" or a native species day were a lot of people get a bag and get some pages with invasive species and then they can pick up a bag of them. If you have that every year that will definitely help or you can raise the salary that you get for stopping invasive species so more people will want the job.

The invasive species are destroying our native species. If we create mechanisms that prevent their introduction, that will help Jamestown. Invasive Species are causing harm to native species and are outcompeting them, and we should do something about it. In my research in *Prevention and Management of Invasive Alien Species*, *Invasive Species*, and in *finding a solution*, I found out how and why we should stop invasive species. What will you do to make Jamestown an invasive free Island?

Sincerely,

Nathan David Verkuijlen


 Jamestown RI 02835

RECEIVED
JUN 30 2023
TOWN OF JAMESTOWN
TOWN CLERK

To Whom This May Concern on the Town Council,

We are writing a letter in support of Maryse Poirier. We met Maryse over a year ago at the Jamestown Farmers Market. We love the market as it reminds us of all the good things that being a resident of Jamestown provides. We enjoy all of the vendors and their wares but were especially impressed by how passionate Maryse was about her pies. She told us the story of how she had learned to bake from her mother, and how she wanted to carry on the tradition of baking pies to make her mother proud.

Recently, we learned that Maryse had been asked not to return to sell her pies at the Farmers Market due to a dispute with the manager of the Market. We are disheartened to think that a resident of Jamestown has been asked to leave the Market. The Market should showcase the best of what the town has to offer, and Maryse and her pie making certainly fits that criteria.

We are writing to ask that the council assist in addressing this dispute and allow Maryse Poirier back into the Farmers Market.

Hopefully, the Farmers Market can continue to be welcoming to all, both residents and vendors, as it provides a great way for residents to meet and share all the good that Jamestown has to offer.

Thank you for your consideration in this matter

Bob & Dawn Laman

[Redacted]

[Redacted]

[Redacted]

RECEIVED
AUG 22 2024 01:20 PM
Robert L. Fagan
TOWN OF JAMESTOWN Town Clerk

17 July 2024

Jamestown Town Council

Our family has been on the island since 1896. We usually keep to ourselves and enjoy the beautiful quiet island life but an issue has come to our attention that we feel deserves a voice. We are writing in support of Maryse's Pies. We attended the council meeting on 16 July to express our support, but the subject did not get raised. She is a local pie artist from Jamestown who has been selling pies at the farmers market.

We have been buying Maryse's pies for 4 years. She is a big reason we go to the market. We have even stopped at the market on our way home from the airport to be sure to get her delicious pies as she often sells out early.

At times it's been hard to find Maryse because her booth has been in a different spot week to week/year to year. She has been told to change spots repeatedly unlike other vendors who get the same spot every week and aren't even from Jamestown.

We have always known Maryse as a very kind and generous person. We would like to see her treated fairly and stay at the Jamestown farmers market in a consistent and permanent location.

Kind Regards,

Jennifer Knollmeyer
Pete Knollmeyer
Becky Sterner
Steve Clark





RECEIVED:
AUG 02, 2024 01:20 PM
Roberta J. Fasan
TOWN OF JAMESTOWN Town Clerk

From: maryseparuta@gmail.com

Fwd: Pies

----- Forwarded message -----

[Redacted] com

Date: Wed, Jul 31, 2024 at 10:21

Subject: Pies

[Redacted]

Hi Maryse: You were not at farmers market in Jamestown on Monday!? Why? I hope you will be back there..... Can I order pies from you if you are not there? It is the only reason I go to that Farmers Market. Sincerely,

Kathy Silvestri and Arthur Grover
Sent from my iPad



Roberta Fagan

From: Jan Goodland [REDACTED]
Sent: Monday, July 15, 2024 8:17 PM
To: Alexandra Kent; Roberta Fagan
Subject: Letters for the council pertaining to the Farmers Market

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 Roberta, We met on last Thursday when Alexandra Kent and I dropped off a packet of documents fir the Council pertaining to the Jamestown Farmers Market.

We have received a couple more letters from Vendors. If you could distribute copies to the council that would be great.

Both letters are from Jamestown businesses. The first one is from Out of the box, the second from Windmist Farm.

Thanks for help,
Jan Goodland-Metz
Goodlands Garden, Tiverton, RI
Co-Director Jamestown Farmers Market

----- Forwarded message -----

From: casey weibust [REDACTED]
Date: Mon, Jul 15, 2024 at 1:06 PM
Subject: Re: Letter to the Town Council
To: Jamestown Market <jamestownfarmersmarket@gmail.com>
CC: Alexandra Kent [REDACTED]

To whom this may concern:

Out of the Box Studio & Gallery has participated in the Jamestown Farmers Market for the past two summers. The market coordinators are always extremely accommodating to our needs and are prompt to answer questions and assist us as necessary. We enjoy being part of the market and hope it is available for us to participate for many years to come. There is a wonderful sense of community and diverse vendors who all support each other. We hope that the market will continue to be an opportunity for our artist members to sell their work and network within their community.

Sincerely,
Casey Weibust
Art Director at Out of the Box

Roberta Fagan

From: Jan Goodland [REDACTED]
Sent: Monday, July 15, 2024 8:25 PM
To: Alexandra Kent; Roberta Fagan
Subject: second letter for Jamestown Farmers market

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 Roberta, here is the second letter, this one is from Windmist, as before please add to the packet for the council members,
 Thank you so much for your help.
 Jan Goodland-Metz

----- Forwarded message -----

From: chandler [REDACTED]
Date: Sat, Jul 13, 2024 at 11:14 AM
Subject: Re: Letter to the Town Council
To: Jamestown Market <jamestownfarmersmarket@gmail.com>

Hi Jan and Alex, I was unaware that there were any issues with the market and I would love to write a letter in your favor. When do you speak with the town council? Cooper and I would like to go in support if that would be ok.

Dear Jamestown Town Council,

I am more than satisfied with the current operation of the Jamestown Farmers Market. As someone who has attended the Jamestown Farmers Market from the very beginning of the first ever market at Fort Getty, and even co-managed the market myself the summer of 2014, I can say that Jan and Alex have done a fantastic job.

The market has grown significantly, there is always wonderful music, and the location right in town couldn't be better. Jan and Alex do a fantastic job of checking in with each vendor, directing them where to set up, and immediately addressing any problems that might arise each market day. They give every vendor clear instructions of the market rules and make themselves available for any questions or concerns. They ensure that each vendor has the proper licensing and certifications to sell their goods before allowing them in the market and they have done an excellent job of finding new and awesome vendors to fill any gaps that the market may have had in the past.

This year's market has been more well attended than past markets already and I think Jan and Alex are to thank for that. They have been great at advertising and updating the market's social media page and bringing in new potential customers. Market manager is a thankless job that they do for no salary and only for the benefit of the community and the farmers and artists and small businesses that come to sell on Monday afternoons. I strongly believe that not only should we allow Jan and Alex to continue managing the market for as long as they wish to remain in charge, but that we also encourage and thank them for the service that they provide because there are few (or more likely none) who could do it as well or for as long as they have.

Sincerely,
 Chandler Neale
 Co-owner/Manager of Windmist Farm, Jamestown RI

**State of Rhode Island
Coastal Resources Management Council
Public Notice
CRMC File 2024-07-047**

The Rhode Island Coastal Resources Management Council (CRMC) is in receipt of a regional federal consistency certification filed on June 18, 2024, by the National Oceanic and Atmospheric Administration's (NOAA) National Marine Fisheries Service (NMFS) Office of Protected Species for the proposed amendments to the North Atlantic Right Whale Vessel Strike Reduction Rule ("speed rule") pursuant to the Coastal Zone Management Act (CZMA), 16 U.S.C. § 1451 *et. seq.* and 15 CFR part 930, subpart C. The proposed amendments to the existing North Atlantic right whale (NARW) vessel speed rule are intended to further reduce the likelihood of mortalities and serious injuries to endangered right whales from vessel strikes which are the leading cause of the species' decline and primary factor in an ongoing "Unusual Mortality Event."

To achieve a reduction in vessel strikes to NARW, the proposed rule amendments would make the following changes in U.S. Waters:

1. Modify the boundaries and timing seasonal speed restrictions (renamed Seasonal Speed Zones or SSZs) to better align with areas characterized by elevated collision related mortality risk;
2. Create a Dynamic Speed Zone (DSZ) program to implement temporary mandatory speed restrictions when whales are known to be present outside acted SSZs;
3. Extend the size threshold of regulated vessels to include most vessels 35 ft (10.7 m) or greater in length;
4. Update the speed rule's safety deviation provision (See <https://www.federalregister.gov/documents/2022/08/01/2022-16211/amendments-to-the-north-atlantic-right-whale-vessel-strike-reduction-rule>)

The proposed annual effective dates of the proposed SSZs are summarized as follows:

- Atlantic Zone November 1 – May 30
- Great South Channel Zone April 1 – June 30
- North Carolina Zone November 1 – April 30
- South Carolina Zone November 1 – April 15
- Southeast zone November 15 – April 15

The amendments were informed by a coastwide collision mortality risk assessment, and updated information on NARW distribution, vessel traffic patterns, and vessel strike mortality and serious injury events.

The R.I. CRMC is providing this public notice concerning the regional federal consistency certification in accordance with 15 C.F.R. § 930.42. All interested parties are invited to submit written comments concerning the proposed amendments to the North Atlantic Right Whale Vessel Strike Reduction Rule on or before **August 9, 2024**. Comments should be specifically directed as to whether the proposed amended rules are consistent with the enforceable policies of the Rhode Island Coastal Resources Management Program. (See <https://rules.sos.ri.gov/organizations/subchapter/650-20-05>)

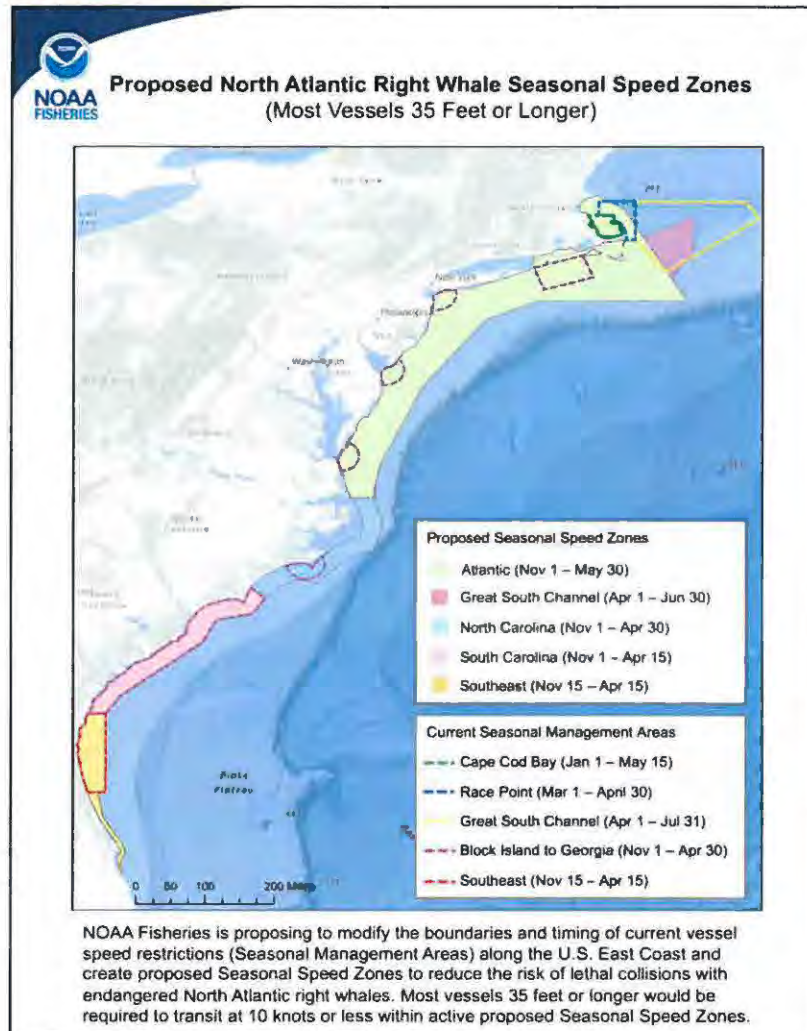
Additional information:

Regional federal consistency certification: <http://www.crmc.ri.gov/>

Proposed amendments to the NARW Vessel Strike Reduction Rule:

<https://www.fisheries.noaa.gov/action/amendments-north-atlantic-right-whale-vessel-strike-reduction-rule>

Unusual Mortality Event information can be found here: <https://www.fisheries.noaa.gov/national/marine-life-distress/2017-2024-north-atlantic-right-whale-unusual-mortality-event>



Mailing Address for Public Comment Submissions:

Coastal Resources Management Council
 Stedman Government Center
 4808 Tower Hill Road
 Wakefield, RI 02879
 Attn. Jeffrey Willis, CRMC Executive Director

Written comments may be emailed to the CRMC at: estaff1@crmc.ri.gov

Signed this 26th day of July, 2024.

Jeffrey M. Willis
 Jeffrey M. Willis, Executive Director
 R.I. Coastal Resources Management Council