



Jamestown Harbor Commission Meeting
Wednesday, September 11, 2024 at 5:00 p.m.
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI 02835

AGENDA

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>

- I. Call to Order and Roll Call
- II. Approval of Meeting Minutes – Review, discussion, and/or potential action and/or vote;
A. July 10, 2024
- III. Executive Director’s Report – F. Pease
- IV. Harbormaster’s Report – B. Totten
 - A. New Boat at East Ferry
 - B. New Kayak/Dinghy Rack at Park Dock
 - C. Radar Installed on both boats
 - D. Training Police Officers on boat use
 - E. Events since last meeting
 - F. Upcoming Events
 - G. Usage Reports
 - H. Boat Registrations in Online Mooring
- V. Year-to-Date Financial Report
- VI. Sub-Committee Reports
 - A. Budget – S. Romano and T. Alexander – Review, discussion, and/or potential action and/or vote;
 - B. Facilities – W. Banks and J. Archibald – Review, discussion, and/or potential action and/or vote;
 - C. Gould Island Restoration – W. Banks, M. Campbell, and B. Laman – Review, discussion, and/or potential action and/or vote;
- VII. Liaison Reports
 - A. Conservation Commission – B. Laman – Review, discussion, and/or potential action and/or vote;
 - B. Town Council – R. White – Review, discussion, and/or potential action and/or vote;
- VIII. Old Business – None at this time;

- IX. Correspondence
 - A. Email from Michael Pinksaw regarding the Park Dock Kayak Rack

- X. New Business
 - A. Letter recognizing the Public Works Department personnel who repaired the Ft. Getty Pier – Review, discussion, and/or potential action and/or vote;
 - B. Proposed Budget for FY 26 – Review, discussion, and/or potential action and/or vote;
 - C. Proposed 2025 Harbor Rates – Review, discussion, and/or potential action and/or vote;

- XI. Open Forum
 - A. Scheduled Requests to Address – None scheduled at this time;
 - B. Non-Scheduled Requests to Address

- XII. Adjournment

Pursuant to RIGL § 42-46-6(c) Notice of this meeting shall be posted on the Secretary of State's website, at the Town Hall, and at the Jamestown Police Station. Notice is also posted at the Jamestown Philomenian Library and on the Internet at www.jamestownri.gov.

ALL NOTE: If communications assistance or other accommodations are needed 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 (s) business days prior to the meeting.

Posted on the RI Secretary of State website on September 6, 2024.

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Approved:

A meeting of the Jamestown Harbor Commission (JHC) was held Wednesday, July 10, 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

Chairman Wayne Banks called the meeting to order at 5:04 p.m. and welcomed the new Commissioner, Bob Laman.

Present:

Wayne Banks, Chairman
Jessica McCarthy, Commissioner
Sue Romano, Commissioner
Mark Campbell, Commissioner
Jim Archibald, Commissioner
Bob Laman, Commissioner

Absent:

Tom Alexander, Vice-Chairman

Also in Attendance:

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. June 12, 2024

Commissioner Romano moved to approve the minutes with corrections. There was discussion about the time period Gould Island could be used and the wishes of the Conservation Commission for the use of Gould Island. Chairman Banks seconded the motion. So voted: 5 aye, 1 abstain, and the minutes were approved as amended.

III. Open Forum

A. Scheduled Requests to Address

There were no scheduled requests to address.

B. Non-Scheduled Requests to Address

Chairman Banks stated that Open Forum would be moved to the end of the meeting tonight, and stated he wanted to move Open Forum to the end of all the meetings, so people would be

able to comment on that meeting's business, and it would streamline the agenda. None of the other Commissioners had any objection to this.

Chairman Banks stated that he, the Town Administrator, Ed Mello, and the Harbormaster, Bart Totten, had interviewed two candidates for the Executive Director position, and they would be interviewing a third on Monday. There was some discussion.

IV. Executive Director's Report – F. Pease

Interim Executive Director Pease went over the costs to repair the Ft. Getty Pier, which totaled \$90,477.00. The biggest expense was the engineering report, and because Public Works personnel performed the repairs, there was a big savings in labor. Commissioner Romano thanked Commissioner Archibald for taking the time to oversee the repairs, and Commissioner Campbell asked if the Harbor Commission could send a letter of thanks or appreciation to the Town Manager, recognizing the Public Works personnel for their efforts in repairing the Ft. Getty pier. There was some discussion. Commissioner Archibald will draft the letter and it will be on the agenda for next month's meeting.

Interim Executive Director Pease also reported that the new harbormaster boat has been put through the manufacturer's sea trials, and one of the assistant Harbormasters, Larry Goss, and one of the interns, Ben Klossner, will be going up to Ribcraft tomorrow to pick it up.

Commissioner Romano asked Harbormaster Totten to report on his role in rescuing a person who had jumped off the Jamestown Bridge, and he stated that on June 18, he and Shannon Brecher, who is another Harbor intern, were patrolling on the Dutch Harbor side of the island, when they heard a call over the police radio that a person had jumped off the Jamestown Bridge. They responded and were on scene in a few minutes. Harbormaster Totten described how they rescued the person, and the communications with the police and fire departments. The person was transported to a private dock on Seaside Drive, where fire department personnel took the person and transported them to the hospital. Harbormaster Totten was especially thankful to the police and fire departments for their assistance, and also to Ms. Brecher for her assistance. There was some discussion.

Harbormaster Totten also reported that they assisted with the start of the Newport/Bermuda Race, and they patrolled in the area of the fireworks barge for the town fireworks display. They will be assisting in the upcoming Save the Bay swim.

Harbormaster Totten also recognized the Assistant Harbormasters, Larry Goss and Jim Heagney, and the Interns, Shannon Brecher and Ben Klossner. There is a harbormaster on duty 7 days a week, and with the interns, there are usually two staff members on the boat.

V. Year-To-Date Financial Report

Commissioner Romano discussed the overages in the FY 2024 budget, which were due to staffing, as the Executive Director had been the Police Chief and did not draw a salary, and the expenses to repair the Ft. Getty pier. A separate line item has been created for the repairs, and

it will be reimbursed. The other overage in the budget was for channel markers and buoys. The FY 2025 budget started July 1 and goes to June 30, 2025. The FY 2026 budget must be presented to the Town Council, and Commissioners Romano and Alexander will meet to prepare the new budget. There was some discussion.

VI. Sub-Committee Reports

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

Commissioner Romano discussed the process for developing the FY 2026 budget. There was some discussion about upcoming repairs at Dutch Harbor and the closure and subsequent repair of the pier at Ft. Wetherill.

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

Chairman Banks 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;

Commissioner Campbell reported that the next meeting of the Restoration Advisory Board will take place in October.

VII. Liaison Reports

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

Commissioner Laman reported the Conservation Commission is trying to get funding to make a portion, if not all, of the Kit Wright Trail at Ft. Getty handicapped accessible. Commissioner Romano asked what the status was of Hull Cove, and Commissioner Laman stated that it is still in litigation, and the grant money that was allocated is in jeopardy of expiring. The commission was attempting to have those funds reallocated so they could be used for the Kit Wright Trail, but there are some conditions that may affect the reallocation. There was some discussion.

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

Councilor White was not in attendance.

VIII. Old Business – None

IX. Correspondence – None

X. New Business

A. Review of Sub-Committee Assignments – Review, discussion, and/or potential action and/or vote;

Commissioner Archibald has expressed interest in being assigned to the Facilities Sub-Committee, and Commissioner McCarthy is willing to be reassigned. Commissioner Romano

made a motion to assign Commissioner Archibald to the Facilities Sub-Committee in place of Commissioner McCarthy, and was seconded by Chairman Banks. So voted: 6 aye, 0 nay.

Discussion ensued about the Mooring Implementation Sub-Committee, and Commissioner Campbell stated he thought that it should be a function of the Harbormaster and the Harbor Clerk, as they have the information readily available. There was some discussion, including a question on the status of the kayak rack at Park Dock, which is under construction, and should be ready in a few weeks. Commissioner Campbell made a motion to move the reporting of mooring implementation to the Harbormaster, and it was seconded by Chairman Banks. So voted: 6 aye, 0 nay.

Chairman Banks moved to have Commissioner Laman assigned to the Gould Island Restoration Sub-Committee and was seconded by Commissioner Campbell. So voted: 6 aye, 0 nay.

XI. Open Forum – Continued (If Necessary)

Russ Paskoski of Clarkes Village Road addressed an earlier comment regarding funds potentially being reallocated from a Hull Cove project and wanted to know what was supposed to be done there. The project would have improved the access to the cove by installing raised decking but one of the abutting property owners has filed a lawsuit over the right of way access. There was some discussion.

Dave Leonard of Clarkes Village Road has an outhaul at Ft. Getty and asked who would be in charge of cleaning up the area around the outhauls. He stated that there is brush and debris from storms accumulating and asked if someone can clean it up and create better access to the outhauls. There was some discussion.

There being no further business, Commissioner Archibald made a motion to adjourn and was seconded by Commissioner Romano. So voted: 6 aye, 0 nay, and the meeting adjourned at 5:45 p.m.

Attest,

Joan Rich, Harbor Clerk





2024 Permits			
Moorings	Issued	New (Reassigned)	Wait List
Beavertail (Zone A)	4		
Dutch Harbor (Zone C)	154	5	100
Mackerel Cove (Zone CMC)	44	2	6
East Ferry (Zone D)	218	2	194
Head's Beach (Zone E)	79	1	13
Cranston/Potter's Cove (Zone F)	105		14
Northwest End (Zone G)	16		2
Park Dock (Zone H)	53		5
Kayak/SUP/Dinghy			
East Ferry	40	4	17
Ft. Getty	60	8	5
Head's Beach	32	2	25
Maple Ave.	70	7	42
Park Dock	3		3
W. Ferry Dinghy Dock			
	14	3	8
Outhauls			
West Ferry	19	1	37
Ft. Getty	19	1	21

Fort Getty Kayak Rack

46 Kayaks/Dinghies total



Maple Ave Kayak Rack

44 total Kayaks/dinghies



Heads Beach Kayak Rack

24 Kayaks/Dinghies



Joan Rich

From: [REDACTED]
Sent: Friday, August 23, 2024 9:06 PM
To: Joan Rich
Cc: [REDACTED]
Subject: Re: Park Dock Kayak Rack

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, Joan.

Why am I being asked to pay for a beach permit for my dinghy? \$60+ for a permit? If such if the case, I will figure out some other arrangements.

The boat won't be used this year, but if the town finds it necessary to charge me and other boaters to leave our dinghies on the beach after never being charged a fee, I object.

I never asked for a dinghy rack. Others did and now I'm "required" to use it.

Also, the racks location is an invitation for fishermen and their families to tamper with and/or use our vessels as tables.

Please feel free to forward this communication to the harbor commission.
I will make every attempt to make the next meeting.

Michael Pinksaw
[REDACTED]

Jamestown RI 02835

On Fri, Aug 23, 2024 at 16:19, Joan Rich
<jrich@jamestownri.net> wrote:

Good Afternoon Michael,

The new kayak/paddleboard/dinghy rack at Park Dock has been completed, and as a mooring permit holder in the Park Dock mooring field, you have priority for a spot on the rack. If you would like a kayak permit, you can go to Online Mooring and apply in the "Beach Permit" section. With the availability of the new rack, people will no longer be allowed to store their vessels on the beach or along the tree line.

If you have any questions, please do not hesitate to contact me.

Joan

Joan Rich

From: [REDACTED]
Sent: Monday, August 26, 2024 8:59 AM
To: Joan Rich
Subject: RE: Park Dock Kayak Rack

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.

Good morning, Joan.

Thanks for your reply.

Just to clarify, I'm not opposed to the rack being there. It's great that the town has made some improvements at Park Dock.

My opposition is to the fee attached, being required to use said rack, and where it was positioned.

Mike

[REDACTED]

On Mon, Aug 26, 2024 at 8:36, Joan Rich
<jrich@jamestownri.net> wrote:

Good Morning Michael,

The Harbor Commission voted last year to construct another kayak/paddleboard/dinghy rack at Park Dock. I will forward your objection to the new rack to the Harbor Commission members, and I thank you for your input.

Joan

Joan Rich

Administrative Assistant/Harbor Clerk

Jamestown Police Department

250 Conanicus Avenue

Jamestown, RI 02835

(401) 423-1212 x4339



Jamestown Harbor Office

250 Conanicut Avenue

Jamestown, RI 02835

401-423-7190

September 4, 2024

Mr. Michael Gray, Director of Public Works
Town of Jamestown
93 Narragansett Avenue
Jamestown, Rhode Island 02835

Hi Mike,

At our last monthly meeting I was charged with writing you a letter commending you for your great guidance and collaboration to assist the Harbor Commission in accomplishing the multiple projects maintaining and repairing the island's waterfront.

I have had the opportunity to work with you for multiple years during my previous time on the Harbor Commission as the chairman, through Jamestown Boat Yard, and now again as a Harbor Commissioner. During this time, I have always considered your assistance was timely, questioned with good options, and truly professional.

The latest project at Fort Getty pier, with your guidance, the town workers stepped up and assumed the cost for all the labor to complete the project in a professional and timely manner. This was a huge saving for our budget which will help us prepare for cost for future projects.

The entire Harbor Commission cannot thank you enough and look forward to your continued support.

All the best,

James Archibald
Jamestown Harbor Commissioner
Facilities Committee

C.C Jamestown Harbor Commission
C.C. Edward Mello, Town Administrator

Harbor Division Operating Budget 2025/2026

Description	Current Rates	5% Increase
Revenues		
Resident Moorings	\$ 97,277.00	\$ 102,140.00
Commercial Moorings	\$ 154,250.00	\$ 161,963.00
Non-Resident Moorings	\$ 7,140.00	\$ 7,497.00
West Ferry Outhauls	\$ 14,300.00	\$ 15,015.00
Ft. Getty Outhauls	\$ 14,300.00	\$ 15,015.00
Beach Permits	\$ 16,000.00	\$ 16,800.00
Ft. Getty Dock	\$ 5,500.00	\$ 5,775.00
Wait List Fees	\$ 7,200.00	\$ 7,560.00
Club Moorings	\$ 8,000.00	\$ 8,400.00
West Ferry Dinghy Dock	\$ 7,500.00	\$ 7,875.00
TOTAL REVENUES	\$ 331,467.00	\$ 348,040.00
FUND BALANCE TRANSFER	\$ -	
TOTAL	\$ 331,467.00	\$ 348,040.00
Expenses		
Harbor Director	\$ 24,000.00	
Harbormaster Salary	\$ 31,000.00	
Harbor Clerk Salary (75%)	\$ 36,652.00	
Harbormaster Asst. Salary	\$ 17,000.00	
Harbor Summer Intern	\$ 12,000.00	
Total Harbor Staff		\$ 120,652.00
Administrative Fees to Town	\$ 32,000.00	
Office Equipment Purchase	\$ 2,800.00	
Mileage	\$ 450.00	
Boat Maintenance/Repairs	\$ 9,000.00	
Maintenance-Docks & Harbor	\$ 18,000.00	
Floating Docks	\$ 6,000.00	
Pumpout Maintenance	\$ 7,000.00	
Patrol Craft Purchase/Fixtures	\$ 2,000.00	
Data Package	\$ 1,000.00	
Fees/Dues/Supplies	\$ 3,120.00	
Printing & Mailing	\$ 3,125.00	
Telephone	\$ 2,500.00	
Maintenance of Uniforms	\$ 800.00	
Maintenance of Vehicles	\$ 525.00	
Boat-Patrol Gas	\$ 4,000.00	
Training of Members		
Equipment	\$ 2,000.00	
Boat Capitalization		
Channel Markers and Buoys	\$ 15,000.00	
Inspection Services		
Social Security Tax	\$ 9,258.00	
Blue Cross/Delta Dental	\$ 15,000.00	
Worker's Compensation	\$ 5,320.00	
Life Insurance	\$ 175.00	
General Liability Insurance	\$ 10,000.00	
Utilities	\$ 3,315.00	
TOTAL OPERATING EXPENSES	\$ 273,040.00	
CAPITAL	\$ 75,000.00	
TOTAL	\$ 348,040.00	

2025 HARBOR PERMIT RATES

DRAFT

plus5%

Permit Type	2024 Rate	2025 Rate
Resident Mooring (per foot)	\$5.06	\$5.31
Non-Resident Mooring (per foot)	\$10.12	\$10.63
Commercial Mooring (per foot)	\$10.12	\$10.63
Yacht Club Mooring (flat rate)	\$1,501.50	\$1,577.00
Recreational Outhaul (flat rate)		
West Ferry Recreational Outhaul Rate	\$660.00	\$693.00
Ft. Getty Recreational Outhaul Rate	\$605.00	\$635.00
Commercial Outhaul (flat rate)		
West Ferry Commercial Outhaul Rate	\$660.00	\$693.00
Ft. Getty Commercial Outhaul Rate	\$605.00	\$635.00
Recreational Pier (per foot)	\$88.00	\$92.40
Commercial Pier (per foot)	\$44.00	\$46.20
Concrete Ferry Dock-East Ferry-RIPUC Ferry	\$0.00	\$0.00
Concrete Ferry Dock-East Ferry-Charter-Non Profit	\$50.00	\$50.00
Concrete Ferry Dock-East Ferry-Charter 50 pax or less	\$750.00	\$750.00
Concrete Ferry Dock-East Ferry-Charter 51 pax or more	\$1,000.00	\$1,000.00
Beach - Under 12' (flat rate)	\$69.30	\$73.00
Beach - Over 12' (per foot of beam)	\$27.50	\$29.00
Wait List Fees (flat rate)	\$12.10	\$12.70
West Ferry Dinghy Dock	\$495.00	\$515.00