

**TOWN COUNCIL MEETING MINUTES**  
**Tuesday, September 3, 2024**  
**6:15 P.M.**

**I. TOWN COUNCIL INTERVIEW SCHEDULE:**

TIME	NAME	COMMITTEE
6:15	Joyce Hooley Bartlett	250 <sup>th</sup> Commission

Due to a scheduling conflict, Joyce Hooley Bartlett was not able to attend the Town Council Interview.

**II. ROLL CALL**

A regular meeting of the Jamestown Town Council was held on September 3, 2024. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, Randy White, and Erik Brine

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

**III. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:15 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

**IV. OPEN FORUM**

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

Marian Falla, 75 Green Lane, stated that Senator Dawn Euer secured funding for the Department of Business Regulation to enforce Short-Term Rental (STR) regulations. She enquired if the STR program was breaking even. Additionally, she questioned whether the Conanicut Island Sailing Foundation (CISF) proposal would be funded solely by CISF or if taxpayer funding would be used as well.

A motion was made by Vice President Meagher with a second by Councilor M. White to open the Public Hearing. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

**V. 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: Review, Discussion, and/or Action and/or Vote: 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 15<sup>th</sup> 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.
- 1) Memorandum from Town Planner Lisa Bryer to the Town Council regarding the Program Year 2023 Community Development Block Grant Program

Vice President Meagher gave a brief overview of the proposed Community Development Block Grant application for improved housing opportunities for low and moderate-income families and individuals and how the grant funds could be utilized. Town Planner Lisa Bryer explained there are funding limitations for any one (1) project for the Jamestown Housing Authority.

There were no public comments.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the priority of projects and to submit the Community Development Block Grant. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

**VI. ACKNOWLEDGEMENTS, ANNOUNCEMENTS PRESENTATIONS, RESOLUTIONS, AND PROCLAMATIONS**

- A) Review, Discussion, and/or Action and/or Vote: Resolution 2024-19: PY 2023 Community Development Block Grant Town Council Authorizing Resolution  
Councilor M. White read Resolution 2024-19 aloud.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve Resolution 2024-19: PY 2023 Community Development Block Grant Town Council Authorizing Resolution. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor M. White to close the Public Hearing. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

## VII. 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) Conanicut Island Sailing Foundation (CISF) Lease Amendment. (Consent).

After reviewing the plans for the new building at Ft. Getty, it was discovered that the proposed required rain garden would be located in Area B, which is designated as a shared flex space in the current lease. The rain garden is not expected to affect public or Town use of the area. Town staff are requesting approval to amend the lease to officially include this plan.

A motion was made by Vice President Meagher with a second by Councilor M. White to move Consent Agenda item C) up on the agenda: At the recommendation of Town Administrator Mello approval of the amended Lease Agreement between the Town of Jamestown and Conanicut Island Sailing Foundation (CISF) upon final review of the amended lease agreement by the Solicitor Peter Ruggiero. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Meg Miles, Felucca Avenue representing CISF addressed the Town Council. The proposed amendments to the CISF lease and project will be paid by CISF, at no cost or burden to taxpayers.

A motion was made by Vice President Meagher with a second by Councilor Brine to approve the amended Lease Agreement between the Town of Jamestown and Conanicut Island Sailing Foundation (CISF) upon final review of the amended lease agreement by the Solicitor Peter Ruggiero. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

2) Road Paving update.

The public works department is getting ready to start road paving in the next few months. They are currently working on several drainage repair and water line projects before the paving begins. The paving contractor is scheduling projects in numerous communities across Rhode Island. Additionally, the DPW is repairing and replacing sidewalks along a section of North Road. The Town Council requested the list of the roads to be paved (reclamation and paving and/or pavement overlay) posted on the Town website.

3) Short-Term Rentals compliance and non-compliance update.

The staff has identified approximately eighteen (18) properties that we believe are currently operating in violation of their license as short-term rentals. The building official has issued a notice of violation to each property.

4) Business License renewals on the OpenGov portal.

The Town Clerk's office will be moving all business license renewals to the OpenGov Portal. Businesses must submit renewals for all licenses through the portal. Roberta hosted two information sessions to guide businesses through the process.



## VIII. 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.

Discussion ensued.

Vice President Meagher expressed concern about the conflicting Code of Ordinance and Zoning Ordinance. Granting an extension for the temporary trailer permit to the Cinquegranas could set a precedent. Vice President Meagher requested to place the repeal of Section 34-42 on the September 16<sup>th</sup> Town Council agenda.

Town Administrator Mello stated abutters were notified of the application for a Temporary Trailer Permit by the Cinquegranas. No response from the abutters has been received.

Vice President Meagher made a motion to deny the request for an extension.

Mr. Cinquegrana, 50 Prospect Avenue, addressed the Town Council asking if a written complaint has been received. The Cinquegrana's have worked to clean up the property, remove hazardous material, and debris; and strive to be good neighbors. Their legal residence is in Florida. They were issued a building permit in May or June 2024. Vandalism and theft took place before the Cinquegrana's moved into their recreational vehicle located on the property.

Chief Campbell confirmed there has been no reported theft or vandalism recently.

A motion was made by Councilor M. White with a second by Councilor Brine to grant the extension request from the Cinquegranas for a Temporary Trailer Permit from August 19, 2024, to November 15, 2024. Vote: President Beye, Aye; Vice President Meagher, Nay; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

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

**Discussion ensued.**

A motion was made by Vice President Meagher with a second by Councilor Brine to accept and approve the Jamestown Bicycle and Pedestrian Master Plan as a policy and project plan to guide future road improvements, and bicycle and pedestrian projects. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- C) Review, Discussion, and/or Action and/or Vote: Approval to extend the term(s) of the Jamestown Elections Training and Advisory Ad hoc Committee by six months, until March 8, 2025.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve extending the term(s) of the Jamestown Elections Training and Advisory Ad hoc Committee until November 12, 2024. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

**IX. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: At the request of Parks and Recreation Director DeFalco approval of the proposed Fort Getty Off-Season Dry Boat Storage:
  - 1) Memorandum from Parks and Recreation Director DeFalco regarding Fort Getty Off-Season Dry Boat Storage Proposal

Parks and Recreation Director DeFalco gave a brief overview of the proposed Fort Getty Off-Season Dry Boat Storage. May 1<sup>st</sup> would be the deadline for the removal of the winter storage boats in advance of the 2025 Fort Getty Seasonal Camping and Boat storage begins. The boats and trailers would be required valid registrations.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the proposed Fort Getty Off-Season Dry Boat Storage. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye

- B) Review, Discussion, and/or Action and/or Vote: At the request of Parks and Recreation Director DeFalco approval to move forward with the Fireplace at the Fort Getty Rembijas Pavilion:
  - 1) Memorandum from Parks and Recreation Director DeFalco regarding the installation of a fireplace at the west end of the Fort Getty Rembijas Pavilion.

Parks and Recreation Director DeFalco explained the next steps to move forward on the design, costs, and timeline for a fireplace at the west end of the Fort Getty Rembijas Pavilion.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the request of Parks and Recreation Director DeFalco to move forward with the planned Fireplace at the Fort Getty Rembijas Pavilion. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye

**X. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS**

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
  - 1) Jamestown 250<sup>th</sup> Commission, Five to Seven (5-7) member vacancy, for a term ending December 1, 2027, duly advertised in the February 15<sup>th</sup> and 22<sup>nd</sup> editions of the Jamestown Press:
    - a) Interested Applicant(s)
      - i) Joyce Hooley Bartlett
        - Application received June 12, 2024.
        - Interview scheduled for September 3, 2024.

**XI. CONSENT AGENDA**

- A) Adoption of Town Council Meeting Minutes
  - 1) August 19, 2024 (Regular Meeting)
- B) Minutes of Boards/Commissions/Committees
  - 1) Planning Commission (July 17, 2024)
  - 2) Planning Commission (August 7, 2024)
  - 3) Zoning Board of Review (July 23, 2024)
- C) At the recommendation of Town Administrator Mello approval of the amended Lease Agreement between the Town of Jamestown and Conanicut Island Sailing Foundation (CISF) upon final review of the amended lease agreement by the Solicitor Peter Ruggiero.
- D) At the recommendation of Parks and Recreation Director DeFalco authorization to award the Recreation Software to the highest and only bidder Xplor Recreation for an amount not to exceed \$12,000 per year, upon final review of the contract by the Solicitor Peter Ruggiero.
- E) At the request of Town Planner Lisa Bryer and the Jamestown Planning Commission, approval of the request to the Town Council to extend the Multi-Family Moratorium for an additional 6 months, to expire on March 18, 2025.
- F) Ratification of the Administratively approved Short-Term Rental application for the period of August 19, 2024, through December 31, 2024:
  - 1) STR-130, Christina Ardente, 76 Battery Lane
- G) Ratification of the Administratively approved One-Day Vendor/Peddler/MFE License Application: Mumsey's Ice Cream Delights, sub-applicant to Sunflower Festival (ODVP-24-7), August 24, 2024, Jamestown School/Lawn Avenue.
- H) 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 Recreation Department  
 Event: Fright Night IV (ENT-24-22)  
 Date: October ~~18~~ 19, 2024 (rain date October 20<sup>th</sup>)  
 Location: Fort Getty Park
  - 2) Applicant: Jamestown Arts Center (JAC)  
 Event: MATERiAL MATTERS(ENT-24-23)  
 Date: September 20, 2024  
 Location: JAC, 18 Valley Street

Vice President Meagher read aloud each Short-Term Rental host application name and address, asking those in attendance for any objections or comments to be known.

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the Short-Term Rental applications for licensing as listed on the Consent Agenda. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor R. White, Aye; and



Councilor M. White, Aye.

A motion was made by Vice President Meagher with a second by Councilor M. White to accept the Consent Agenda as amended. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; Councilor R. White, Aye; and Councilor Brine, Aye.

Communications were acknowledged.

## **XII. COMMUNICATIONS, PETITIONS, AND PROCLAMATIONS AND RESOLUTIONS FROM OTHER RHODE ISLAND CITIES AND TOWNS**

- A) Communications Received:
- 1) Copy of article to: Town Council  
From: Marian Falla  
Dated: August 15, 2024  
Re: Taxes Forcing Out Middletown Families
  - 2) Copy of notice to: Town Council  
From: Coastal Resource Management Council  
Dated: August 23, 2024  
Re: Meeting Notice
- B) Proclamations and Resolutions from other Rhode Island Cities and Towns
- 1) Resolution of the Town of Charlestown in Support of Funding for Emergency Temporary Repair of the Charlestown Breachway West Wall.

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

## **XIII. EXECUTIVE SESSION**

*The Town Council may seek to enter into Executive Session and/or Open Session for review, discussion, and/or potential action and/or vote on the following:*

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

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

It was announced that no votes were taken.

**The Town Council reconvenes the regular meeting.**

**XIV. ADJOURNMENT**

A motion was made by Vice President Meagher with a second by Councilor Brine to adjourn at 7:45 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Attest:



Roberta J. Fagan, Town Clerk