

**TOWN COUNCIL MEETING MINUTES**  
**Monday, October 7, 2024**

**I. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council met to conduct interviews of applicants for the committee vacancies as follows:**

TIME	NAME	COMMITTEE
6:10	Joyce Hooley Bartlett	250 <sup>th</sup> Commission
6:20	Mark Carnevale	Tree Preservation & Protection

**II. ROLL CALL**

A regular meeting of the Jamestown Town Council was held on October 7, 2024. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, Randy White, and Erik Brine (arrived at 6:18 p.m.).

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Chief Jamie Campbell, 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 6:24 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: None.

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

- A) Not items at this time.

**VI. PUBLIC HEARINGS, LICENSES, AND PERMITS**

- A) No items at this time.

**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) Homeland Security Grant awards received

The town has been awarded two grants totaling \$32,000. The grants were applied for through the RI Emergency Management Agency by the police department. The funds will be used to deploy various applications related to cybersecurity.

- 2) Sustainability Coordinator position update

The town has created a job description and posted the sustainability coordinator position. This will be a project/task-based role. Numerous applications have been received in the past week.

3) New Town website

Town Administrator Mello reported researching options to replace the current town website. The process of creating a new website will take several months and will include the transfer of useful and up-to-date data. Town staff are looking for products that are more user-friendly and compatible with mobile platforms.

4) Short-Term Rental Update

In 2024, 120 Short-Term Rental (STR) permits were approved. The deadline to apply for the 2025 permit period was October 1, 2024. A total of 129 applications have been received, out of which 70 have been administratively approved. These will be advertised, including the property owner and property address, for consideration at the October 21<sup>st</sup> Town Council meeting.

No further applications will be accepted unless there is a change in property ownership.

**VIII. UNFINISHED BUSINESS**

- A) No items at this time.

**IX. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: At the request of President Beye, direct staff to conduct a survey on the impacts of Short-Term Rentals in Jamestown.

President Beye stated she would like a Short-Term Rental (STR) Ad Hoc Committee formed to study the impacts of STRs in Jamestown.

Solicitor Peter Ruggiero stated that any ad hoc committees created by the sitting Town Council would automatically expire after the sitting council's term (November 5<sup>th</sup>). He recommended that Town Administrator Mello create an outline and a charge for the ad hoc committee to be reviewed and approved by the incoming Town Council.

**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 October 7, 2024.

A motion was made by Vice President Meagher with a second by Councilor M. White to appoint Joyce Hooley Bartlett to the Jamestown 250<sup>th</sup> Commission, for a term ending December 1, 2027. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

- 2) Tree Preservation and Protection Committee, One (1) member vacancy with an unexpired term ending December 31, 2024:
  - a) Interested Applicant(s)
    - i) Richard Steinbach
      - Re-applied on August 30, 2024
      - Previously Interviewed on August 7, 2023
    - ii) Mark Carnevale
      - Application received, August 29, 2024
      - Interview scheduled for October 7, 2024.

A motion was made by Councilor Brine with a second by Councilor M. White to appoint Mark Carnevale to the Tree Preservation and Protection Committee, One (1) member vacancy with an unexpired term ending December 31, 2024. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

**XI. CONSENT AGENDA**

- A) Adoption of Town Council Meeting Minutes
  - 1) September 16, 2024 (Regular Meeting and Executive Session)
  
- B) Minutes of Boards/Commissions/Committees
  - 1) Board of Canvassers (May 13, 2024)
  - 2) Board of Canvassers (May 20, 2024)
  - 3) Board of Canvassers (July 10, 2024)
  - 4) Board of Canvassers (July 17, 2024)
  - 5) Board of Canvassers (August 15, 2024)
  - 6) Board of Canvassers (August 22, 2024)
  - 7) Board of Canvassers (September 10, 2024)
  - 8) Elections Training and Advisory Ad Hoc (June 25, 2024)
  - 9) Elections Training and Advisory Ad Hoc (July 17, 2024)
  - 10) Jamestown Housing Authority, (June 27, 2024)
  - 11) Library Board of Trustees (June 11, 2024)
  - 12) Library Board of Trustees (August 13, 2024)
  - 13) Planning Commission (August 21, 2024)
  
- C) Tax Assessor’s Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
02-1135-00	2024	UPDATED PROPERTY INFORMATION	-\$ 479.94
13-0946-00	2024	CERT OF OCCUPANCY	\$ 1753.79
03-0594-80	2024	CERT OF OCCUPANCY	\$ 494.90
13-1640-00	2024	CERT OF OCCUPANCY	\$ 554.34
<b>TOTAL ABATEMENTS TO TAX ROLL</b>			<b>-\$ 479.94</b>
<b>TOTAL ADDENDA TO TAX ROLL</b>			<b>\$ 2,803.09</b>

- D) At the recommendation of Parks and Recreation Director DeFalco approval of the Jamestown Community Group Application submitted by Jamestown Ukraine Relief Project.
- E) Ratification of the Administratively approved Short-Term Rental application for the period of October 7, 2024, through December 31, 2024:
  - 1) STR-87 Nicholas Neagoy, 59 Coronado Street
  - 2) STR-88 Nicholas Neagoy, 24 Cole Street
  - 3) STR-150 Matthew Thompson 120 Bay View Drive
- F) 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: Save the Bay  
Event: International Coastal Cleanup – Potter Cove (ENT-24-27)  
Date: October 20, 2024  
Location: Potter Cove
  - 2) Applicant: Save the Bay  
Event: International Coastal Cleanup- Hull Cove (ENT-24-28)  
Date: October 19, 2024  
Location: Hull Cove
  - 3) Applicant: Jamestown Shores Association  
Event: Fall Fest (ENT-24-29)  
Date: October 20, 2024  
Location: Head’s Beach
  - 4) Applicant: St. Mark Church  
Event: Annual Christmas Bazaar (ENT-24-30)  
Date: December 7, 2024  
Location: St. Mark Church, 60 Narragansett 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.

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

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

Communications were acknowledged.

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

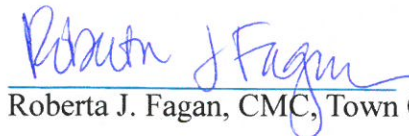
A) Communications Received:

- 1) Copy of article to: Town Council  
From: Marian Falla  
Dated: September 19, 2024  
Re: Newport Approves Short-Term Rental Ban, but Another Vote Needed.
  
- 2) Copy of public notice  
From: CRMC  
Dated: September 12, 2024  
Re: Liberati, LLC, 40 Seaview Avenue, 122ft long hybrid shoreline protection facility. The toe of the existing failed non-structural shoreline protection facility is proposed to be fortified with riprap and the remainder of the bluff above 3.5ft is proposed to be vegetated. No variances are required.

**XIII. ADJOURNMENT**

A motion was made by Councilor Brine with a second by Councilor M. White to adjourn at 6:43 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, CMC, Town Clerk