



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, December 16, 2024
6:00 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. 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 (2) Collective Bargaining (NAGE 69 negotiation and tentative Memorandum of Agreement).
- B) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL §42-46-5(a) Subsection (5) the acquisition and/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. (Potential acquisition of real property).

- C) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL §42-46-5(a) Subsection (5) the acquisition and/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. (Potential acquisition of real property).
- D) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL §42-46-5(a) Subsection (5) the acquisition and/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. (Potential lease of publicly held property).
- E) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL §42-46-5(a) Subsection (5) the acquisition and/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. (Potential lease of publicly held property).

IV. JOINT TOWN COUNCIL AND SCHOOL COMMITTEE WORK SESSION 6:30 P.M.

- A) Roll Call
- B) Review, Discussion, and/or Action and/or Vote of budget issues for the remainder of the current fiscal year (July 1, 2024 to June 30, 2025) and pre-budget review and discussion of issues for the next fiscal year (July 1, 2025 to June 30, 2026) pursuant to RIGL §16-2-21

V. 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 on the letter from Valorie Molloy of 70 Columbia Avenue regarding the request for sewer relief from her 10/2024 Water and Sewer bill.
- D) New Business:
- 1) Review, Discussion, and/or Action and/or Vote: APRA Funds – Resolution of the Board of Water and Sewer Commissioners authorizing Water Department acting by Public Works Director Michael Gray, to enter into an Interdepartmental/Interagency Agreement with the Town Administrator to obtain up to \$858,344 of the Town’s American Rescue Plan Act (APRA)/State and Local Fiscal Recovery Funds (SLFRF) to fund the costs of goods and services including engineering, bid preparation and procurement and installation of meters for the Jamestown Water Meter Replacement Program.
 - 2) Review, Discussion, and/or Action and/or Vote: At the recommendation of the Town Administrator Edward Mello for the approval of the agreement between the Board of Water and Sewer Commissioners and Veolia Water North America – Northeast, LLC for the Operation and Maintenance of the Jamestown Water Treatment Facility for a three-year contract for a total amount not to exceed \$1,852,839.
 - a) Memo from Town Administrator dated December 12, 2024.
 - 3) Review, Discussion, and/or Action and/or Vote: At the recommendation of the Public Works Director Michael Gray approval of the Proposal and Agreement from Pare Corporation dated November 21, 2024, for the Jamestown Water Meter Replacement Bid Assistance for an amount not to exceed \$70,800. The funding Source is ARPA funds.
 - 4) Review, Discussion, and/or Action and/or Vote on the letter from Julie Gaither c/o Gaither H Rowan III Trustee et Gaither Charlotte Canning Trust, of 93 Clarke Street regarding the appeal/request for sewer relief from her 10/2024 Water and Sewer bill and the upcoming 01/2025 bill, due to a leak that was located in November 2024.
- 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) October 21, 2024 (regular meeting)

The Town Council Adjourns from sitting as the Board of Water and Sewer Commissioners

VI. 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.

VII. ACKNOWLEDGEMENTS, ANNOUNCEMENTS PRESENTATIONS, RESOLUTIONS, AND PROCLAMATIONS

- A) Resolutions and Proclamations:
 - 1) Review, Discussion, and/or Action and/or Vote: Proclamation 2024-26, Honoring the members of the Jamestown School Committee during School Committee Recognition Month January 2025
 - 2) Review, Discussion, and/or Action and/or Vote: Resolution 2024-27, APRA Funds – Resolution of the Board of Water and Sewer Commissioners authorizing Water Department to enter into interdepartmental/interagency agreements regarding American Rescue Plan Act (APRA)/State and Local Fiscal Recovery Funds (SLFRF) for the Jamestown Water Meter Replacement Project.

VIII. 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
 - 1) Public Hearing Continued from the November 18, 2024, Town Council Meeting: A public hearing shall be available to any person so requesting to make comment or contest any short-term rental unit application pending before the licensing authority. Two requests were received regarding the Short-Term Rental license applications listed below. Review, Discussion, and/or Action and/or Vote on the following Short-Term Rental license applications:
 - a) Edward DePhillips, STR-17, 36 Cole Street

IX. 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) RT 138 Construction Project
 - 2) Beavertail Road/Mackerel Cove
 - 3) Ft. Getty CISF
 - 4) Legal Services Budget Increase Request

- B) Jamestown Police Department: Chief Jamie Campbell
 - 1) Department overview.

- C) Senior Services Committee Report: Bruce Whitehouse
 - 1) Status update of Committee activities.

X. UNFINISHED BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Proposed revision of Town Council Agenda preamble and Town Council rules.

- B) Review, Discussion, and/or Action and/or Vote: New Town Employees Exemption – Qualifying and eligible current Full-Time Town Employee(s) Tax Credit of \$1,000 annually of Jamestown primary residence home property tax bill.

- C) Review, Discussion, and/or Action and/or Vote: New Homestead Primary Residence Exemption (abatement) equal to 30% of the currently assessed median value of a home in Jamestown, Rhode Island, for qualifying, eligible property owners.

- D) Review, Discussion, and/or Action and/or Vote: New Homestead Long-Term Rental Exemption (abatement) equal to 20% of the currently assessed median value of a home in Jamestown, Rhode Island, for qualifying, eligible property owners.

- E) New Tax Stabilization Program enabling qualifying, eligible fixed-income residents to defer taxes that are more than 5% of their current income.

XI. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Town Council Liaison positions; review, discussion and/or potential action and/or vote
 - 1) Jamestown School Committee Liaison
 - 2) Jamestown Harbor Management Commission Liaison

- B) Review, Discussion, and/or Action and/or Vote: Jamestown Zoning Ordinance Amendments, as approved by the Jamestown Planning Commission on October 16, 2024:
 - 1) Memo from Town Planner dated December 3, 2024
 - 2) Proposed Zoning Ordinance Amendments dated October 16, 2024
 - 3) Discussion and Possible Action to Proposed Amendments to the Zoning Code of Ordinances. The amendments must be advertised for 3 consecutive weeks in the Jamestown Press, which may include the week in which the hearing is to be held.

- C) Review, Discussion, and/or Action and/or Vote: Conanicut Island Sailing Foundation Request for Temporary Relocation of Program Operations and Equipment for the duration of construction.
 - 1) Communication from Conanicut Island Sailing Foundation with relocation diagram.

XII. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) Request to the Town Council for authorization to begin the appointment process for One (1) Board of Canvassers Member, for One (1) Six-year unexpired term ending March 2028, pursuant to RIGL § 17-8-1 and RIGL § 17-8-2; review, discussion and/or potential action and/or vote.
 - 1) Memorandum of the request of Board of Canvassers Clerk Keith Ford to contact the Jamestown Republican and Democratic Town Committee(s) to solicit a list of qualified individuals for Town Council consideration to fill the Board of Canvassers Member vacancy.
 - a) RIGL § 17-8-1 and § 17-8-2
 - b) Copy of letter of resignation from Carol Nelson-Lee

- B) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote, duly advertised in the October 3rd and 10th editions of the Jamestown Press, **the appointment of and or request to schedule interviews:**
 - 1) Beavertail State Park Advisory Committee, One (1) member vacancy; with a three-year term ending 12/31/2027:
 - a) Interested Applicant(s):
 - i) Linda Warner- 2 terms and seeking reappointment
 - ii) Richard J. Smith, Jr.
 - i. Application received October 24, 2024.
 - iii) Andrew Wade
 - i. Application received October 11, 2024.

- 2) Conservation Commission, Two (2) member vacancy(s); with a three year-term ending 12/31/2027:
 - a) Letter of Resignation
 - i) Leo Orsi- not seeking reappointment
 - a) Interested Applicant(s):
 - i) Jeff Boal, completed unexpired term (R. Shein), seeking reappointment.

- 3) Harbor Management Commission, Three (3) member vacancy(s); with a three-year term ending 12/31/2027:
 - a) Interested Applicant(s):
 - i) Wayne Banks, 3 terms, seeking reappointment.
 - ii) Jim Archibald, completed unexpired term, seeking reappointment.
 - i. Letter of recommendation for reappointment from Chair Wayne Banks.
 - iii) Robert Laman, completed unexpired term, seeking reappointment.
 - i. Letter of recommendation for reappointment from Chair Wayne Banks
 - iv) Andrew Williams
 - i. Application received October 11, 2024.
 - v) Nicholas Insana
 - i. Application received October 11, 2024.
 - vi) Paul Sprague
 - i. Applications received November 29, 2021, and October 2, 2023.
 - ii. Interviewed on January 10, 2022.
 - iii. Confirmed continued interest on November 26, 2024.
 - iv. Interviewed on May 29, 2024.
 - vii) Antonio DaRosa Pinheiro
 - i. Initial application received on April 11, 2024.
 - ii. Confirmed continued interest on November 30, 2024.
 - iii. Interviewed on May 29, 2024.

- 4) Jamestown Housing Authority, One (1) member vacancy(s); with a five year-term ending 12/31/2029:
 - a) Interested Applicant(s):
 - i) Lisa Rafferty, completed unexpired term, seeking reappointment.

- 5) Juvenile Hearing Board, Two (2) full-member vacancy(s); with a three-year term ending 12/31/2027; and Two (2) alternate member vacancy(s) with a two-year unexpired term ending 12/21/2026:
 - a) Letter of resignation
 - i) Joseph Cannon, not seeking reappointment.
 - ii) Andrew Wade, not seeking reappointment.
 - b) Interested Applicant(s):
 - i) Nancy Ventrone, alternate seeking full member appointment.
 - ii) Marianne Kirby
 - i. Application received November 25, 2024.
 - iii) Laura Clarke
 - i. Application received November 26, 2024.
 - iv) Sandra Reynolds
 - i. Application received December 3, 2024.

- 6) Library Board of Trustees, Two (2) member vacancy, with a three-year term ending 12/31/2027:
 - a) Interested Applicant(s):
 - i) Eugene Mihaly, 2 term(s), seeking reappointment.
 - ii) Marla Romash, 1 term, seeking reappointment.
 - iii) Ourida Mostefai
 - i. Application received October 11, 2024.

- 7) Planning Commission, Two (2) member vacancy(s), with a four-year term ending December 31, 2028;(***staggered terms in compliance with RIGL 45-22-3(a)**):
 - a) Letter of Resignation
 - i) Rosemary Enright – not seeking reappointment.
 - b) Letter of Interest
 - i) Diane Harrison, 1 term, seeking reappointment.
 - ii) Nicholas Insana
 - i. Application received October 11, 2024.

- 8) Tax Assessment Board of Review, One (1) alternate member vacancy(s) with a three year term ending 12/21/2027:
 - a) Interested Applicant(s): No applications at this time.

- 9) Tree Preservation and Protection Committee, Three (3) member vacancy(s); with a three year-term ending 12/31/2027:
 - a) Interested Applicant(s):
 - i) James Simmons, 1 term, seeking reappointment.
 - ii) Michele S. Foster, completed unexpired term, seeking reappointment.
 - iii) Mark Carneval, completed unexpired term, seeking reappointment.

- 10) Zoning Board of Review, One (1) full member*, five-year term ending 12/31/2029, and three (3) alternate members*, one year-term ending 12/31/2025:
 - a) Letter of resignation
 - i) Richard Boren- not seeking reappointment.
 - b) Letter of Interest
 - i) John Shekarchi, seeking reappointment.
 - ii) James Sisson- seeking reappointment.
 - iii) Robert Macini – seeking reappointment.
 - iv) Nicholas Insana
 - i. Application received October 11, 2024

*Must designate which applicant for full member, 1st alternate, 2nd alternate, and 3rd alternate.

XIII. 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) Minutes of Boards/Commissions/Committees
 - 1) Board of Canvassers, October 15, 2024
 - 2) Board of Canvassers, October 18, 2024
 - 3) Board of Canvassers, October 31, 2024
 - 4) Board of Canvassers, November 5, 2024
 - 5) Board of Canvassers, November 6, 2024
 - 6) Elections Training and Advisory Ad Hoc, August 8, 2024
 - 7) Elections Training and Advisory Ad Hoc, September 4, 2024
 - 8) Elections Training and Advisory Ad Hoc, September 18, 2024
 - 9) Planning Commission, October 16, 2024
 - 10) Zoning Board of Review, October 22, 2024

- B) Tax Assessor’s Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
02-0992-00	2024	REMOVED EXEMPTION- SOLD	\$ 375.00
03-1007-44	2024	REMOVED EXEPTION NO LONGER OWNER	\$ 125.00
TOTAL ABATEMENTS TO TAX ROLL			-\$0.00000
TOTAL ADDENDA TO TAX ROLL			\$ 500.00

- C) Ratification of the administratively approved One-Day Event/Entertainment License: JAC, Gaucho/Gaucho (ENT-24-41), 18 Valley Street, December 5, 2024.

- D) 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: Jennifer Frechette, Children’s Wellness & Dev. Center
Event: Chill for a Cause: Family Polar Plunge for local charities (ENT-24-40)
Date: January 1, 2025
Location: Mackerel Cove Beach
- E) Ratification of the Administratively approved Short-Term Rental application(s) for the period of January 1, 2025, through December 31, 2025, duly advertised in the November 27th and December 5th editions of the Jamestown Press; upon resolution of debts, taxes, State approval, and appropriate signatures:
- 1) STR-121, John Potter, 2 Westwood Road
- F) Ratification of Legal Services Budget Request
- 1) Legal Counsel Monthly Retainer and Non-Retainer Hourly fee

XIV. 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: None

XV. 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 December 12, 2024.*