



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
**Rosamond A. Tefft Council Chambers**  
**93 Narragansett Avenue**  
**Monday, January 6, 2025**  
**5:30 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/2025-meetings-minutes>

- I. ROLL CALL**
- II. CALL TO ORDER, PLEDGE OF ALLEGIANCE**
- III. ACKNOWLEDGEMENTS, ANNOUNCEMENTS PRESENTATIONS, RESOLUTIONS, AND PROCLAMATIONS**
  - A) Acknowledgements:
    - 1) Jamestown Police Department formal swearing-in of Patrol Officer Ryan Sutherland.
    - 2) Jamestown Police Life Saving Medal Awards presentation:
      - a) Lieutenant Karen A. Catlow
      - b) Officer Robert Winsor
- IV. JOINT TOWN COUNCIL AND SCHOOL COMMITTEE WORK SESSION**
  - A) Roll Call- School Committee
  - 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. 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. 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) 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) NAGE 69 and NAGE 68 Contract Negotiations
  - 2) Hazard Mitigation Assistance Program (HMAP) letter of intent request.
  - 3) Fort Getty Use Permit for Sunset Oyster Farms floating upweller system (Consent).
  - 4) RI Infrastructure Bank Grant public drinking water feasibility study.
  - 5) Senior Center Project Update.

**VIII. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Order to Advertise in the Jamestown Press; Notice of a Public Hearing to take place on February 5, 2025, at 6:30 p.m. for Proposed Amendments to the Zoning Code of Ordinances, 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

**IX. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Parks and Recreation Department Overview.
- B) Review, Discussion, and/or Action and/or Vote: At the request of Parks and Recreation Director DeFalco approval of the proposed 2025 Season Dates and Rates: (1) Fort Getty Season dates; (2) Fort Getty Pavilion rate(s), (3) Mackerel Cove Beach day pass rate(s).
  - a) Memorandum from Parks and Recreation Director DeFalco to the Town Council re: Parks and Recreation 2025 Season Rates and Dates

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

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
- 1) Jamestown Tree Warden, pursuant to RIGL§2-14-2: each city and town must appoint a licensed arborist to serve as a tree warden each year during their January Council meeting. Review, discussion, and/or potential action and/or vote:
    - a) Letter of interest for reappointment: Steve Saracino
    - b) Letters of support from Tree Preservation and Protection Committee members James Simmons, Michele S. Foster, Richard Kingsley, Tom Waddington and Beth Herman.

**XI. 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) December 2, 2024 (Regular Meeting)
  - 2) December 16, 2024 (Regular and Executive Session)
  - 3) December 26, 2024 (Special Meeting)
- B) Minutes of the Jamestown Boards/Commissions/Committees
- 1) 250<sup>th</sup> Commission, October 30, 2024
  - 2) 250<sup>th</sup> Commission, November 14, 2024
  - 3) Affordable Housing Committee 2024 Attendance
  - 4) Affordable Housing Committee, September 18, 2024
  - 5) Affordable Housing Committee, October 16, 2024
  - 6) Affordable Housing Committee, November 20, 2024
  - 7) Board of Canvassers, November 26, 2024
  - 8) Housing Authority, October 16, 2024
  - 9) Housing Authority, November 13, 2024
  - 10) Housing Authority 2025 Schedule of Regular Meetings
  - 11) Planning Commission, 2024 Attendance
  - 12) Planning Commission, November 20, 2024
  - 13) Tree Preservation and Protection, July 17, 2024
  - 14) Tree Preservation and Protection, August 21, 2024
  - 15) Tree Preservation and Protection, September 17, 2024
  - 16) Tree Preservation and Protection, October 16, 2024
- C) Tax Assessor's Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
01-0002-40	2024	NO LONGER TAX EXEMPT	\$3,094.91
01-007-52	2024	CERT OF OCCUPANCY	\$ 895.56
		<b>TOTAL ABATEMENTS TO TAX ROLL</b>	<b>-\$ 0.00</b>
		<b>TOTAL ADDENDA TO TAX ROLL</b>	<b>\$3,990.47</b>

- D) Approval of the Reappointment of Probate Judge Mark Liberati; Letter of request from Mark Liberati, for reappointment as the Town of Jamestown Probate Judge for the period January 2025-December 2027.
- E) At the recommendation of the Harbor Management Commission, approval of the Sunset Oyster Farms request for a one-year lease for a floating upweller vessel to be operated at Fort Getty Pier.
- 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: Conanicut Island Sailing Foundation (CISF)  
Event: CISF's Bay Day (ENT-24-42)  
Date: June 14, 2025 (rain date June 15<sup>th</sup>)  
Location: Fort Getty- CISF location, marsh, boat ramp.
- G) 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 December 19<sup>th</sup> and December 26<sup>th</sup> editions of the Jamestown Press; upon resolution of debts, taxes, State approval, and appropriate signatures:
- 1) STR-43, Jonathan Hough, 143 Longfellow Road
  - 2) STR-163, Susan Finn, 26 Ocean Avenue
  - 3) STR-60, Robert Settipane, 311 Seaside Drive

## **XII. 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:
- 1) Copy of Memo to: Town Council  
From: Affordable Housing Committee  
Dated: December 20, 2024  
Re: FY25/26 Budget Request- Affordable Housing
  - 2) Copy of email to: Town Council  
From: Christian Infantolino  
Dated: December 13, 2024  
Re: Proposed revision to the Jamestown Zoning Ordinance.
  - 3) Copy of letter(s) to: Town of Jamestown  
From: Coastal Resources Management Council (CRMC)  
Dated: December 2, 2024  
Re: Public Notice: Robert Jiao, 59 Seaside Drive

### **XIII. 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) Pending or Potential Litigation.

### **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](http://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](mailto:rfagan@jamestownri.net) not less than three (3) business days prior to the meeting. *Posted on the RI Secretary of State website on January 3, 2025.*





## MEMORANDUM

*From the desk of Chief James P. Campbell*

DATE: 12/30/24

TO: Roberta Fagan, Town Clerk

FROM: Chief James P. Campbell

SUBJECT: Police Department Promotion & Awards Ceremony January 6, 2025

Roberta,

I just wanted to let you know that on the evening of January 6, 2025 at the Town Council Meeting, I would like to conduct two separate ceremonies. The first ceremony will be a swearing in ceremony followed by an Awards ceremony related to a life saving medical event on October 29, 2024. The following officers will be taking part in the ceremony that evening.

Officer Ryan Sutherland who recently graduated from the RIMPA Police Academy will be Sworn in as a Patrol Officer.

Lieutenant Karen A. Catlow Recipient– Life Saving Medal

Officer Robert Winsor Recipient – Life Saving Medal

Sincerely,

A handwritten signature in black ink, appearing to read "James P. Campbell". The signature is fluid and cursive.

James P. Campbell  
Chief Of Police



# **Jamestown Schools Fiscal '26 Preview**

**Discussion Points for  
Joint Town Council/School Committee Meeting  
January 6, 2025 @ 5:30pm**

# Budget “Drivers”

## Contractual Obligations

<b>JTA - Teachers</b>	<b>+ 3%</b>
<b>JESPA - Teacher Assistants</b>	<b>Starting Negotiations</b>
<b>JFSPA - Facilities Staff</b>	<b>+ 2.5%</b>
<b>Health Insurance</b>	<b>+ 5% (estimate)</b>
<b>Transportation Costs</b>	<b>+ 4% local</b> <b>Cost of Statewide</b> <b>Transportation - Unknown</b>

# Fiscal Challenges

<b>State Aid</b>	<b>Unknown until end of June</b>
<b>Student Population</b>	<b>Unknown until August/September</b>



## Educational “Drivers” continued

2.

<b>Year</b>	<b>Total students</b>	<b>Melrose/ Lawn</b>	<b>High School</b>	<b>Out of District</b>
<b>23/24</b>	<b>593</b>	<b>405</b>	<b>180</b>	<b>8</b>
<b>24/25</b>	<b>566</b>	<b>399</b>	<b>160</b>	<b>7</b>
<b>25/26 (anticipated)</b>	<b>554</b>	<b>390</b>	<b>157</b>	<b>7</b>

## Educational “Drivers” continued

### 3. Capital Improvements as recommended by RIDE ( Maintenance of Effort) and our Stage II 5 year plan

<b>\$420,000 for:</b>	<b>Window project at Lawn ( Northwest Wing), Phase 2 of 2</b>
	<b>Ventilation Units at Melrose School, Phase 2 of 3</b>
	<b>Interior/Exterior Basic Maintenance/Refurbishments</b>

### 4. Furniture/Equipment Replacement: \$57,000

# Financial Resources

<b>Fund Balance 6/30/2024</b>	<b>\$1,182,641</b>
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# Budget Workshops

**Please attend!**

<b>February 6</b>	<b>Presentation of Full Budget to School Committee</b>
<b>February 13</b>	<b>Budget Workshop</b>
<b>February 27</b>	<b>Vote on Budget</b>
<b>Budget sent to Town Administrator following vote</b>	

**Town of Jamestown**  
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: December 30, 2024**  
**SUBJECT: Report for Town Council Meeting January 6, 2025**

**Contract Negotiations-**In the coming weeks, we will begin contract negotiations with both NAGE 69 and NAGE 68. These unions represent all union municipal employees with the exception of police officers.

**Hazard Mitigation Assistance Program (HMAP)-**RIEMA and FEMA have opened the opportunity through a notice of intent request for applications to the HMAP. I have submitted a letter of intent for two (2) projects to include planning and construction. 1) drainage on Hull Cove Street, Clark's Village Road and Grey Gull Road and 2) erosion mitigation of the north face of Taylor Point at Freebody Road. We will need to further develop scope, budget and priority for the formal applications if so accepted.

**Ft. Getty Use Permit-** The Jamestown Harbor Commission is recommending the approval of a one-year extension which would allow Sunset Oyster Farms aka Tony and Joe Pinheiro to continue to use one permitted slip for the operation of their floating upweller system. (consent agenda)

**RI Infrastructure Bank Grant-**We have received notice of a grant award in the amount of \$112,500,000 from the RIIB to conduct a feasibility study related to public drinking water. Included in the study would research the feasibility of connecting to the North Kingstown Water system and necessary systems to the north; the viability of the wells previously drilled in terms rate, quantity, permitting and treatment including the feasibility of reverse osmosis; determining the current physical and engineering limitations of our current distribution system; legal challenges related to regulating private well water usage. We will likely find it necessary to modify the scope of work based upon the reduction in the award from our original \$150,000 application.

**Senior Center Project Update-**As authorized by the Town Council, we have requested and have now received professional cost estimates for the West Street property. Option one is the major renovation of the existing building. The cost estimate for this option is reported to be \$4.7 million. Option two is the complete demolition and rebuild on the essentially the same footprint. The cost estimate is reported to \$6.1 million. I recommend that the staff develop a third budget

option to include a major repair of essential components of the building including structural flooring issues, lighting, electrical, fire alarm, kitchen appliances, and HVAC. This third option could be presented for consideration at your next meeting.



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:** Zoning Ordinance Update/Rewrite  
**DATE:** December 3, 2024

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At a meeting of the Jamestown Planning Commission held Wednesday, October 16, 2024 the Planning Commission unanimously voted to approve the Final Draft of the 2024 Update/Rewrite, as amended, and also to recommend the Town Council approve the 2024 Amendments to the Zoning Ordinance.

Please accept this Final Draft for review and to schedule the required public hearing at a subsequent Town Council meeting after proper advertising. The Town Council must hold a public hearing on these changes prior to adoption of this Zoning Ordinance for the Town of Jamestown.

The majority of changes in this amendment are mandatory due to the state law changes enacted in the 2023 and 2024 legislative sessions. The sections listed below with these mandatory changes are labeled with an \*.

A comprehensive presentation will be provided for the Town Council Public Hearing when scheduled. Please contact me if you need any clarification on any of the proposed changes. The changes proposed to *Multifamily Dwellings*, Section 82-1200, once adopted, will satisfy the existing “moratorium” that was adopted by the Town Council. This moratorium will be lifted upon the adoption of these new multifamily dwelling regulations.

These amendments are consistent with the Jamestown Comprehensive Plan, including the goals and policies stated, the implementation program, and all other applicable elements of the comprehensive plan; and demonstrates a recognition and consideration of each of the applicable purposes of zoning, as presented in R.I. General Laws § 45-24-30. The Planning Commission approval is based on the following Findings of Fact, Consistency with the Comprehensive Plan and Consistency with the Rhode Island Zoning Enabling Act:

**A. FINDINGS OF FACT**

The Planning Commission hereby finds the following evidence in support of amendments to the Jamestown Zoning Ordinance (the “Zoning Ordinance”) related to the maintenance of the rural character of Jamestown as its number one goal in the Comprehensive Community Plan.

Memo to Jamestown Town Council  
 2024 Final Draft-Zoning Ordinance Update/Rewrite  
 December 3, 2024

1. The Rhode Island State Legislature implemented changes to state Zoning Act - Chapter 45-24 in both the 2023 and 2024 sessions which must be implemented on a local level to be consistent with state law.
2. The Planning Commission held 5 meetings on the Zoning Changes, since the last Zoning Ordinance adoption on March 12, 2024, and accepted public participation and input on all changes.
3. On October 16, 2024, the Planning Commission approved the Amendments to the Zoning Ordinance in the draft dated October 2024 and voted to forward the proposed amendments to the Town Council for hearing and adoption.
4. The amendments include amendment to the following Zoning Ordinance sections:
  - a. New initiatives:
    - i. \* Sec. 82-1212. Adaptive reuse projects
    - ii. Sec. 82-708. Basements
    - iii. \*Article 12. Use Performance Standards (Special Use Permit standards for all uses permitted by special use are now required by state law)
      - a) Sec. 82-1209. Underground storage tanks
      - b) Sec. 82-1213. Standards for Non-Residential Uses in Residential Zoning Districts
      - c) Sec. 82-1214. Motel or Hotel
      - d) Sec. 82-1215. School or College
      - e) Sec. 82-1216. Religious Institution; Library, museum, etc.
      - f) Sec. 82-1217. Hospital or clinic; Emergency counseling service
      - g) Sec. 82-1218. Nursing or convalescent home; Assisted living facility
      - h) Sec. 82-1219. Government-owned penal, garage or utility facility
      - i) Sec. 82-1220. Charitable or fraternal organization
      - j) Sec. 82-1221. Recreational ballfields
      - k) Sec. 82-1222. Park and recreation use, including skateboard or ice rinks and playgrounds together with buildings, ancillary to the park use, such as bathrooms, educational space, and storage
      - l) Sec. 82-1223. Seasonal off-site marina parking
      - m) Sec. 82-1224. Public and semipublic structure
      - n) Sec. 82-1225. Radio and TV studios
      - o) Sec. 82-1226. Satellite dish
      - p) Sec. 82-1227. Sale of produce raised on premise
      - q) Sec. 82-1228. Lunchroom or restaurant (no alcoholic beverages)
      - r) Sec. 82-1229. Tavern, bar or nightclub (alcoholic beverages)
      - s) Sec. 82-1230. Motor vehicle dealers, including repairs conducted in a building; Autobody or paint shop; General auto repair; Vehicle rental agency
      - t) Sec. 82-1231. Commercial recreation facilities
      - u) Sec. 82-1232. Theater or concert hall
      - v) Sec. 82-1233. Golf course
      - w) Sec. 82-1234. Tent or recreational vehicle camps
      - x) Sec. 82-1235. Riding academies

Memo to Jamestown Town Council  
 2024 Final Draft-Zoning Ordinance Update/Rewrite  
 December 3, 2024

- y) Sec. 82-1236. Marina; Yacht clubs and beach clubs; Boat and ship storage, and repair
  - z) Sec. 82-1237. Temporary real estate office or model home
  - aa) Sec. 82-1238. Boarding of animals (excluding dogs)
  - bb) Sec. 82-1239. Ship and boat building including sales
- b. Amended regulations:
- i. Definitions
  - ii. \*Article 3. Special Use Permits and Variances
    - a) \* Sec. 82-308. Modifications granted by Building Official
  - iii. \*Sec. 82-309. Unified Development Review
  - iv. Sec. 82-601. Uses and districts
  - v. Sec. 82-602. District dimensional regulations
  - vi. Sec. 82-602.1 Exceptions to height regulations
  - vii. Sec. 82-800. High groundwater table and impervious layer overlay district
  - viii. Article 9. Nonconforming Uses Buildings and Structures
  - ix. \* Sec. 82-908. Single nonconforming lots of record (Substandard lots of record)
  - x. \* Sec. 82-909. Merger of contiguous nonconforming lots of record (Substandard lots of record)
  - xi. \* Article 10. Development Plan Review (moved to Subdivision and Land Development Regulations per state law)
  - xii. \*Sec. 82-1005. Project review fees
  - xiii. Article 11. Jamestown Village Special Development District
  - xiv. \*Article 12. Use Performance Standards (Special Use Permit standards for all uses permitted by special use are now required by state law)
    - a) Sec. 82-1200. Multifamily Dwellings
    - b) \*Sec. 82-1201. Accessory Dwelling Units
    - c) Sec. 82-1204. Solar Energy Systems and Facilities
    - d) Sec. 82-1205. Wind Energy Systems
  - xv. Article 15. Conservation Developments
  - xvi. \*Article 16. Low- and Moderate-Income Housing
  - xvii. \*Sec. 82-1703. Notice and hearing requirements
- c. No zoning district boundaries are proposed for amendment.

## **B. CONSISTENCY WITH THE COMPREHENSIVE PLAN**

The Planning Commission finds that the proposed amendments are consistent with the 2015 Comprehensive Community Plan. The Comprehensive Community Plan finds the following Goals, Policies and Actions to be in support of this Zoning Ordinance Amendment:

Memo to Jamestown Town Council  
2024 Final Draft-Zoning Ordinance Update/Rewrite  
December 3, 2024

**Land Use Element**

**Policy #1:** Maintain and Update Jamestown’s Land Use Regulations to be consistent with the Comprehensive Community Plan.

**Cultural and Historical Resources Element**

**Policy #4:** Continue to focus on Narragansett Avenue streetscape to protect village character.

**Open Space, Agriculture and Recreation Element**

**Open Space Policy #1:**

d. Consider Conservation Development as a means of preserving significant open space areas as part of the subdivision development process.

**Economic Development Element**

**Policy #1:** Continue to direct commercial development into existing commercial zones.

a. Review and consider amending the Zoning Ordinance for permitted uses in non-commercial zones and the conditions for granting special use permits and variances to prevent commercialization of these zones.

**Policy #4:** Ensure that new or expanded development within the commercial zones is compatible with existing character of the community.

d. Review and amend zoning ordinance to ensure permitted uses, requirements, etc. are compatible with community character and will foster desired results.

e. Be alert to changes in technology that require updating Zoning Ordinance.

**Circulation Element**

**Policy #4:** Provide an acceptable level of service for parking in the village commercial area.

c. Consider amending Zoning Ordinance to ensure commercial parking is located within commercial zones.

**Housing Element**

**Goal # 1:** Create a Diversity of Housing Types (such as homeownership, rental, employee preference, etc.) to meet the needs of Jamestown’s low-moderate income residents, employees, and special populations while maintaining Jamestown’s unique mixture of village and rural character.

**Goal # 2:** Attain the 10% low and moderate housing goal set by the state.

**Goal # 3:** Ensure the Long-Term Affordability of Jamestown’s Housing Stock.

**Policy #2:** Revise the zoning ordinance to promote affordable housing.

e. Consider Zoning Ordinance Provisions that encourage a diversity of housing types that are affordable.

Memo to Jamestown Town Council  
 2024 Final Draft-Zoning Ordinance Update/Rewrite  
 December 3, 2024

### C. CONSISTENCY WITH ZONING

The Planning Commission finds that the proposed Zoning amendments recognize and take into account the following applicable purposes of zoning as stated in the Rhode Island Zoning Enabling Act of 1991, as amended:

- (1) Promoting the public health, safety, and general welfare.
- (2) Providing for a range of uses and intensities of use appropriate to the character of the city or town and reflecting current and expected future needs.
- (3) Providing for orderly growth and development that recognizes:
  - (i) The goals and patterns of land use contained in the comprehensive plan of the city or town adopted pursuant to chapter 22.2 of this title;
  - (ii) The natural characteristics of the land, including its suitability for use based on soil characteristics, topography, and susceptibility to surface or groundwater pollution;
  - (iii) The values and dynamic nature of coastal and freshwater ponds, the shoreline, and freshwater and coastal wetlands;
  - (iv) The values of unique or valuable natural resources and features;
  - (v) The availability and capacity of existing and planned public and/or private services and facilities;
  - (vi) The need to shape and balance urban and rural development; and
  - (vii) The use of innovative development regulations and techniques.
- (4) Providing for the control, protection, and/or abatement of air, water, groundwater, and noise pollution, and soil erosion and sedimentation.
- (5) Providing for the protection of the natural, historic, cultural, and scenic character of the city or town or areas in the municipality.
- (6) Providing for the preservation and promotion of agricultural production, forest, silviculture, aquaculture, timber resources, and open space.
- (7) Providing for the protection of public investment in transportation, water, stormwater management systems, sewage treatment and disposal, solid waste treatment and disposal, schools, recreation, public facilities, open space, and other public requirements.
- (8) Promoting a balance of housing choices, for all income levels and groups, to assure the health, safety, and welfare of all citizens and their rights to affordable, accessible, safe, and sanitary housing.
- (9) Providing opportunities for the establishment of low- and moderate-income housing.
- (10) Promoting safety from fire, flood, and other natural or unnatural disasters.
- (11) Promoting a high level of quality in design in the development of private and public facilities.

Memo to Jamestown Town Council  
2024 Final Draft-Zoning Ordinance Update/Rewrite  
December 3, 2024

- (12) Promoting implementation of the comprehensive plan of the city or town adopted pursuant to chapter 22.2 of this title.
- (13) Providing for coordination of land uses with contiguous municipalities, other municipalities, the state, and other agencies, as appropriate, especially with regard to resources and facilities that extend beyond municipal boundaries or have a direct impact on that municipality.
- (14) Providing for efficient review of development proposals, to clarify and expedite the zoning approval process.
- (15) Providing for procedures for the administration of the zoning ordinance, including, but not limited to, variances, special-use permits, and, where adopted, procedures for modifications.
- (16) Providing opportunities for reasonable accommodations in order to comply with the Rhode Island Fair Housing Practices Act, chapter 37 of title 34; the United States Fair Housing Amendments Act of 1988 (FHAA); the Rhode Island Civil Rights of Persons with Disabilities Act, chapter 87 of title 42; and the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. § 12101 et seq.

**PUBLIC HEARING NOTICE  
TOWN OF JAMESTOWN  
CHAPTER 82 – ZONING ORDINANCE  
JAMESTOWN CODE OF ORDINANCES**

Notice is hereby given that the Town Council of the Town of Jamestown will conduct a public hearing on February 3, 2025, at 6:30 p.m. at the Town of Jamestown’s Town Hall, 93 Narragansett Avenue, Jamestown, R.I. on the following proposed amendment to the Code of Ordinances regarding Chapter 82 – Zoning Ordinance. This amendment includes a repeal of the existing Chapter 82 – Zoning Ordinance; and replacement by the proposed ordinance being considered for adoption, Chapter 82 – Zoning Ordinance. An opportunity shall be given to all persons interested to be heard upon the matter at the public hearing. The following proposed ordinance amendment is under consideration and may be adopted and/or altered or amended prior to the close of the public hearing without further advertising, as a result of further study or because of the views expressed at the public hearing. Any alteration or amendment must be presented for comment in the course of the public hearing. The proposed amendment is available for review and/or purchase at the Town Clerk’s Office between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, excluding Holidays. A copy of the entire amendment as proposed is available for review at the Jamestown Library, 26 North Road; Jamestown Town Hall, 93 Narragansett Avenue; and online at: [www.jamestownri.gov](http://www.jamestownri.gov) under LATEST NEWS

**Section 1.** Be it hereby ordained by the Town Council of the Town of Jamestown that the Jamestown Code of Ordinances, Chapter 82, Zoning Ordinance, as the same may have been heretofore amended is hereby amended by changing the text of the Chapter.

See Exhibit A for a description of the proposed amendments, this amendment includes a repeal of the existing Chapter 82 – Zoning Ordinance; being replaced by the proposed ordinance for adoption, Chapter 82 – Zoning Ordinance.

**Section 2.** The Town Clerk is hereby authorized to cause said changes to be made to Chapter 82 of the Town of Jamestown’s Code of Ordinances.

**Section 3.** This Ordinance shall take effect upon its passage.

Ad Date(s): January 16, 2025 (with description), January 23 (without description), and January 30<sup>th</sup> (without description)

Publication Source: Jamestown Press

Hearing Date: February 3, 2025

Action: \_\_\_\_\_

Certified: \_\_\_\_\_

### Zoning Ordinance Amendments Description:

The majority of changes in this amendment are mandatory due to the state law changes enacted in the 2023 and 2024 legislative sessions. The sections listed below with these mandatory changes are labeled with an \*.

1. The amendments include amendment to the following Zoning Ordinance sections:
  - a. New Sections/initiatives:
    - i. Sec. 82-708. Basements (Basements and/or the bottom of any structure's slab, not including pilings/footings for any proposed new construction, or fifty percent or greater reconstruction or renovation of a structure, shall be located 12" above the seasonal high groundwater table)
    - ii. \*Article 12. Use Performance Standards (Special Use Permit standards for all uses permitted by "special use" are now required by state law. Standards have been added for the following uses:)
      - a) \* Sec. 82-1212. Adaptive reuse projects
      - b) Sec. 82-1213. Standards for Non-Residential Uses in Residential Zoning Districts
      - c) Sec. 82-1214. Motel or Hotel
      - d) Sec. 82-1215. School or College
      - e) Sec. 82-1216. Religious Institution; Library, museum, etc.
      - f) Sec. 82-1217. Hospital or clinic; Emergency counseling service
      - g) Sec. 82-1218. Nursing or convalescent home; Assisted living facility
      - h) Sec. 82-1219. Government-owned penal, garage or utility facility
      - i) Sec. 82-1220. Charitable or fraternal organization
      - j) Sec. 82-1221. Recreational ballfields
      - k) Sec. 82-1222. Park and recreation use, including skateboard or ice rinks and playgrounds together with buildings, ancillary to the park use, such as bathrooms, educational space, and storage
      - l) Sec. 82-1223. Seasonal off-site marina parking
      - m) Sec. 82-1224. Public and semipublic structure
      - n) Sec. 82-1225. Radio and TV studios
      - o) Sec. 82-1226. Satellite dish
      - p) Sec. 82-1227. Sale of produce raised on premise
      - q) Sec. 82-1228. Lunchroom or restaurant (no alcoholic beverages)
      - r) Sec. 82-1229. Tavern, bar or nightclub (alcoholic beverages)
      - s) Sec. 82-1230. Motor vehicle dealers, including repairs conducted in a building; Autobody or paint shop; General auto repair; Vehicle rental agency
      - t) Sec. 82-1231. Commercial recreation facilities
      - u) Sec. 82-1232. Theater or concert hall
      - v) Sec. 82-1233. Golf course
      - w) Sec. 82-1234. Tent or recreational vehicle camps
      - x) Sec. 82-1235. Riding academies
      - y) Sec. 82-1236. Marina; Yacht clubs and beach clubs; Boat and ship storage, and repair
      - z) Sec. 82-1237. Temporary real estate office or model home
      - aa) Sec. 82-1238. Boarding of animals (excluding dogs)

- bb) Sec. 82-1239. Ship and boat building including sales
- cc) Sec. 82-1240. Environmental Criteria for Industrial Uses

- b. Amended regulations:
  - i. Definitions
  - ii. \*Article 3. Special Use Permits and Variances (amendments to proposed use determinations, expiration and extensions, hearing requirements, unified development, dimensional variance hardship clarification)
    - a) \* Sec. 82-308. Modifications granted by Building Official (application of such)
  - iii. \*Sec. 82-309. Unified Development Review (Establishment, hearing requirements, appeals)
  - iv. Sec. 82-601. Uses and districts (changes to the Table of Uses)
  - v. Sec. 82-602. District dimensional regulations (Multi-family and Duplex requirements, and CD District setbacks)
  - vi. Sec. 82-800. High groundwater table and impervious layer overlay district (clarification on Planning Commission recommendation, \*200 sq.ft. one-time exemption, prohibition clarification, procedure clarification)
  - vii. Article 9. Nonconforming Uses Buildings and Structures
    - a) Sec. 82-904. Alteration of a nonconforming use (Village Special Development Overlay District)
    - b) \* Sec. 82-908. Single nonconforming lots of record (Substandard Lots of Record) (building setbacks and lot coverage requirements)
    - c) \* Sec. 82-909. Merger of contiguous nonconforming lots of record (Substandard Lots of Record) (standards for merger)
  - viii. \* Article 10. Development Plan Review (moved to Subdivision and Land Development Regulations per state law)
  - ix. \*Sec. 82-1005. Project review fees (include Unified Development Review)
  - x. Article 11. Jamestown Village Special Development District (clarify Development Plan Review Procedure, landscape design requirements)
  - xi. \*Article 12. Use Performance Standards (Special Use Permit standards for all uses permitted by special use are now required by state law)
    - a) Sec. 82-1200. Multifamily Dwellings (clarify procedure, dimensional requirements, density requirements, and site design)
    - b) \*Sec. 82-1201. Accessory Dwelling Units (size and siting requirements)
    - c) Sec. 82-1204. Solar Energy Systems and Facilities (regulations for Major Solar Energy Systems)
    - d) \*Sec. 82-1205. Wind Energy Systems (clarify procedure)
    - e) Sec. 82-1209. Underground storage tanks (Underground tanks must be placed at least 12 inches above the high groundwater table)
  - xii. Article 15. Conservation Developments (clarify applicability based on new State law definition of Major and Minor, number of multi-family units per structure,
  - xiii. \*Article 16. Low- and Moderate-Income Housing (application fee, municipal subsidy, incentives, In-lieu fee option)
  - xiv. \*Article 17, Amendment. Sec. 82-1703. Notice and hearing requirements

- c. No zoning district boundaries are proposed for amendment.

JAMESTOWN TOWN CHARTER AMENDMENTS  
ADOPTED BY THE VOTERS ON NOVEMBER 5, 2024

The following amendments to the Charter have been approved.

**PREAMBLE**

The people of the Town of Jamestown, in order to secure the right of self-government in all local matters, pursuant to the provisions of the constitution of the State of Rhode Island and Providence Plantations, do adopt and establish this Charter.

**Sec. 216. - Procedure for adopting ordinance.**

An ordinance or amendment to an existing ordinance may be introduced by any member at any regular or special meetings of the town council. Upon introduction of any ordinance or amendment to an existing ordinance, the town clerk shall distribute a copy to each town council member and to the town administrator, shall file a reasonable number of copies in the office of the town clerk and shall publish the ordinance or amendment. It shall not be necessary for the full text of an ordinance or amendment to an ordinance to be published. The Council may approve a digest or description which substantially expresses the purpose or identifies the subject matter. Following the publication by at least seven days, the town council may adopt the ordinance with or without amendment or reject it, but if it is amended as to any matter of substance, the town council may not adopt it until the ordinance or its amended sections have been subjected to all the procedures hereinbefore required in the case of a newly introduced ordinance. As soon as practicable after adoption of any ordinance, the town clerk shall have sufficient printed copies of the ordinance or amendment available at the town hall.

As used in this section, the term "publish" means to print in one or more newspapers of general circulation in the town. The full ordinance or amendment shall be posted and to post on the town's website: (1) the complete ordinance or amendment and (2) the places where copies of it have been filed and the times when they are and shall be made available at the Town Clerk's office for public inspection.

**Sec. 301. - Appointment and qualifications.**

The town council shall appoint a town administrator for an indefinite period of time, based solely upon the executive and administrative qualifications of the applicant, as outlined by generally accepted professional standards. The town administrator need not be a resident of the town or state at the time of appointment, but must

become and remain a qualified elector and resident of the state within six twelve months after appointment, unless an extension is approved by town council. The relationship between the town and the town administrator shall be contractual and not that between a municipality and a civil officer.

**Sec. 409. - Building.**

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 zoning enforcement officer and 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.

#### Sec 503 – Vacancies.

~~Any vacancy in the membership of the school committee shall be filled by the town council by the next highest vote getter from the most recent election and so on until someone fills the vacancy until the next regular town election, when the office shall be filled for the unexpired term thereof. Should there be no next higher vote getter or if none of the vote getters be willing to serve then the council shall appoint a member, pursuant to the laws of the State of Rhode Island.~~

If a vacancy occurs in the membership of the school committee, for other than the expiration of the member's term, the town council shall select a qualified person to fill the vacancy to serve until the next regularly scheduled state or town election, at which time the electors shall select a qualified person to complete the unexpired portion of the term.

#### Sec. 1104. Public notice.

The recommended budget (section 223 1102) and capital budget as provided in section 224 1103 shall be printed and available to the public at least 14 days preceding the annual financial town meeting.

#### Sec. 1201. - Charter revision committee.

~~The town council shall appoint a charter review committee to review this Charter whenever it is deemed necessary but not longer than six years from the previous review. The town council shall appoint a special charter review committee whenever it is deemed necessary. The council shall appoint a full charter review committee beginning September 1, 2029, and every six years from that date. The Town Clerk shall inform the Council no less than six months before the next Full Review to begin the process of review committee selection.~~ Said full review committee shall within nine months of its appointment submit to the town council a report with its recommendations for amendments, additions or deletions.



## Town of Jamestown

CANVASSING AUTHORITY  
Town Hall, 93 Narragansett Avenue  
Jamestown, Rhode Island 02835-1199  
www.jamestownri.gov

The Board of Canvassers for the Town of Jamestown, Rhode Island certifies that the foregoing document is the Official Local Results for the voting of the November 5, 2024 Election for the Town of Jamestown.

*Carol Nelson-Lee*

Carol Nelson-Lee, Chair

*Hugh Murphy*

Hugh Murphy, Member

*Keith Ford*

Keith Ford, Clerk

WITNESS my hand and the official seal of the Town of Jamestown, County of Newport, State of Rhode Island this 26<sup>nd</sup> day of November, A.D. 2024.



*Roberta J. Fagan*

Roberta J. Fagan, CMC

Town Clerk





## Town of Jamestown

### Town Clerk's Office

Town Hall, 93 Narragansett Avenue  
 Jamestown, Rhode Island 02835-1199  
 401-423-9800 • Fax 423-7230  
 email: rfagan@jamestownri.net

Roberta J. Fagan  
 Town Clerk  
 Probate Clerk

The following are the Official Local Results as voted by the Electors of Jamestown for the November 5th Election and Certified by the Jamestown Board of Canvassers on November 26, 2024.

#### TOWN MODERATOR

**Dennis H. Webster (DEM) 2903**

#### TOWN COUNCIL

**Nancy Ann Beye (DEM) 2243**  
**Erik G. Brine (DEM) 2195**  
**Mary E. Meagher (DEM) 2086**  
**Mary G. Glackin (DEM) 1931**  
**Ernest Edward Ross (DEM) 1902**  
 Richard J. Smith (IND) 1709  
 Michael T. DiMeglio Jr (IND) 1474  
 Nicola Kouttab (IND) 1010

#### SCHOOL COMMITTEE

**Lisa Tuttle (DEM) 2719**  
**Joshua D. Furtado (DEM) 2457**  
**Andrew Allsopp (DEM) 2309**

#### LOCAL QUESTIONS

##### QUESTION 6. OFFICIAL NAME OF THE STATE OF RHODE ISLAND

(Charter Preamble) Shall the Charter be amended to list the official name of the State of Rhode Island?

**Approve 2322**  
**Reject 1306**

**QUESTION 7. COUNCIL VACANCIES**

(Article II - The Town Council - § 212 - Vacancies)

Shall the Charter be amended to modify the procedure to fill a vacancy on the Town Council by authorizing the membership of the Town Council to select a qualified person to fill the vacancy for the remainder of the term?

**Reject** 1937

Approve 1712

**QUESTION 8. ORDINANCE ADOPTION PROCEDURE**

(Article II - The Town Council § 216 - Procedure for adopting ordinance)

Shall the Charter be amended to provide that only a digest or description of a proposed ordinance or amendment of an ordinance need be published in a newspaper of general circulation?

**Approve** 1782

Reject 1768

**QUESTION 9. TOWN ADMINISTRATOR RESIDENCY REQUIREMENT**

(Article III - The Town Administrator - § 301 - Appointment and qualifications)

Shall the Charter be amended to allow a person appointed as Town Administrator up to twelve (12) months to become a resident of the State?

**Approve** 2471

Reject 1171

**QUESTION 10. BUILDING OFFICIAL SERVE AS ZONING ENFORCEMENT OFFICER**

(Article IV - Administrative Departments - § 409 - Building official)

Shall the Charter be revised to allow the Building Official to also serve as the Zoning Enforcement Officer?

**Approve** 2077

Reject 1502

**QUESTION 11. SCHOOL COMMITTEE VACANCIES**

(Article V - The School Committee - § 503 - Vacancies)

Shall the Charter be amended to modify the procedure to fill a vacancy on the School Committee by authorizing the membership of the Town Council to select a qualified person to fill the vacancy for the remainder of the term?

**Approve** 1997

Reject 1636

**QUESTION 12. CHARTER REFERENCE CONSISTENCY**

(Article XI - Financial Provisions - § 1104 - Public notice)

Shall the Charter be amended to revise internal section references for consistency?

**Approve** 2564

Reject 856

**QUESTION 13. FULL CHARTER REVIEW FREQUENCY**

(Article XII - Amendment of Charter - § 1201 - Charter revision committee)

Shall the Charter be amended to require a full review of the Charter beginning in September 2029 and thereafter at no less than six (6) year intervals thereafter and that special reviews can take place as needed?

<b>Approve</b>	<b>2648</b>
<b>Reject</b>	<b>845</b>

Attest:

  
\_\_\_\_\_  
Roberta J. Fagan, CMC, Town Clerk



## 2024 General Election

## Votes by municipality: Jamestown

View votes by precinct

Official results: Updated November 22, 2024 05:31 PM

Show ballot breakout

**Presidential Electors For:** ([View votes statewide](#))

Candidate	Total votes	Pct
Kamala D. Harris (DEM)	<b>2657</b>	<b>67.3%</b>
Donald J. Trump (REP)	<b>1171</b>	<b>29.7%</b>
Robert F. Kennedy, Jr. (Ken)	<b>43</b>	<b>1.1%</b>
Write-in	<b>25</b>	<b>0.6%</b>
Jill Stein (Gm)	<b>24</b>	<b>0.6%</b>
Chase Oliver (Lib)	<b>22</b>	<b>0.6%</b>
Robert "Robby" Wells (Par)	<b>2</b>	<b>0.1%</b>
Claudia De la Cruz (S&L)	<b>2</b>	<b>0.1%</b>

**Senator in Congress** ([View votes statewide](#))

Candidate	Total votes	Pct
DEM Sheldon Whitehouse (DEM)	<b>2659</b>	<b>68.4%</b>
REP Patricia Morgan (REP)	<b>1221</b>	<b>31.4%</b>
Write-in	<b>6</b>	<b>0.2%</b>

**Representative in Congress District 1** ([View votes statewide](#))

Candidate	Total votes	Pct
DEM Gabriel Arno (DEM)	<b>2635</b>	<b>68.4%</b>
REP Allen R. Waters (REP)	<b>1053</b>	<b>27.4%</b>
Ind C. D. Reynolds (Ind)	<b>158</b>	<b>4.1%</b>
Write-in	<b>4</b>	<b>0.1%</b>

**Senator in General Assembly District 13** ([View votes statewide](#))

Candidate	Total votes	Pct
DEM Dawn Euer (DEM)	<b>2581</b>	<b>68.2%</b>
REP David A. Quiroa (REP)	<b>1198</b>	<b>31.7%</b>
Write-in	<b>6</b>	<b>0.2%</b>

**Representative in General Assembly District 74** ([View votes statewide](#))

Candidate	Total votes	Pct
DEM Alex S. Finkelman (DEM)	<b>2927</b>	<b>96.9%</b>
Write-in	<b>93</b>	<b>3.1%</b>

### Town Moderator TOWN OF JAMESTOWN

Candidate	Total votes	Pct
DEM Dennis H. Webster (DEM)	<b>2903</b>	<b>97.4%</b>
Write-in	<b>78</b>	<b>2.6%</b>

### Town Council TOWN OF JAMESTOWN

5 to elect

Candidate	Total votes	Pct
DEM Nancy Ann Beye (DEM)	<b>2243</b>	<b>15.3%</b>
DEM Erik G. Brine (DEM)	<b>2195</b>	<b>15.0%</b>
DEM Mary E. Meagher (DEM)	<b>2086</b>	<b>14.3%</b>
DEM Mary G. Glackin (DEM)	<b>1931</b>	<b>13.2%</b>
DEM Ernest Edward Ross (DEM)	<b>1902</b>	<b>13.0%</b>
Ind Richard J. Smith (Ind)	<b>1709</b>	<b>11.7%</b>
Ind Michael T. DiMeglio, Jr. (Ind)	<b>1474</b>	<b>10.1%</b>
Ind Nicola Kouttab (Ind)	<b>1010</b>	<b>6.9%</b>
Write-in	<b>76</b>	<b>0.5%</b>

### School Committee TOWN OF JAMESTOWN

3 to elect

Candidate	Total votes	Pct
DEM Lisa Tuttle (DEM)	<b>2719</b>	<b>36.0%</b>
DEM Joshua D. Furtado (DEM)	<b>2457</b>	<b>32.5%</b>
DEM Andrew Allsopp (DEM)	<b>2309</b>	<b>30.5%</b>
Write-in	<b>78</b>	<b>1.0%</b>

### 1. CONSTITUTIONAL CONVENTION ([View votes statewide](#))

Candidate	Total votes	Pct
Reject	<b>2383</b>	<b>65.0%</b>
Approve	<b>1282</b>	<b>35.0%</b>

### 2. HIGHER EDUCATION FACILITIES - \$160,500,000 ([View votes statewide](#))

Candidate	Total votes	Pct
Approve	<b>2542</b>	<b>67.5%</b>
Reject	<b>1224</b>	<b>32.5%</b>

**3. HOUSING AND COMMUNITY OPPORTUNITY - \$120,000,000** ([View votes statewide](#))

Candidate	Total votes	Pct
Approve	<b>2558</b>	<b>68.2%</b>
Reject	<b>1194</b>	<b>31.8%</b>

**4. GREEN ECONOMY BONDS - \$53,000,000** ([View votes statewide](#))

Candidate	Total votes	Pct
Approve	<b>2769</b>	<b>73.4%</b>
Reject	<b>1004</b>	<b>26.6%</b>

**5. CULTURAL ARTS AND ECONOMY GRANT PROGRAM - \$10,000,000** ([View votes statewide](#))

Candidate	Total votes	Pct
Approve	<b>2200</b>	<b>59.0%</b>
Reject	<b>1526</b>	<b>41.0%</b>

**6. OFFICIAL NAME OF THE STATE OF RHODE ISLAND**

Candidate	Total votes	Pct
Approve	<b>2322</b>	<b>64.0%</b>
Reject	<b>1306</b>	<b>36.0%</b>

**7. COUNCIL VACANCIES**

Candidate	Total votes	Pct
Reject	<b>1937</b>	<b>53.1%</b>
Approve	<b>1712</b>	<b>46.9%</b>

**ORDINANCE ADOPTION PROCEDURE**

Candidate	Total votes	Pct
Approve	<b>1782</b>	<b>50.2%</b>
Reject	<b>1768</b>	<b>49.8%</b>

**9. TOWN ADMINISTRATOR RESIDENCY REQUIREMENT**

Candidate	Total votes	Pct
Approve	<b>2471</b>	<b>67.8%</b>
Reject	<b>1171</b>	<b>32.2%</b>

**10. BUILDING OFFICIAL SERVE AS ZONING ENFORCEMENT OFFICE**

Candidate	Total votes	Pct
Approve	<b>2077</b>	<b>58.0%</b>
Reject	<b>1502</b>	<b>42.0%</b>

**11. SCHOOL COMMITTEE VACANCIES**

Candidate	Total votes	Pct
Approve	<b>1997</b>	<b>55.0%</b>
Reject	<b>1636</b>	<b>45.0%</b>

**12. CHARTER REFERENCE CONSISTENCY**

Candidate	Total votes	Pct
Approve	<b>2564</b>	<b>75.0%</b>
Reject	<b>856</b>	<b>25.0%</b>

**13. FULL CHARTER REVIEW FREQUENCY**

Candidate	Total votes	Pct
Approve	<b>2648</b>	<b>75.8%</b>
Reject	<b>845</b>	<b>24.2%</b>

\*\* Polling places with more than one ballot scanner may display as 100% reported despite results only being received from one scanner. Results will be updated when the results from any additional scanner(s) in that precinct are received.

A TRUE COPY

ATTEST:

*Robert J. Engle*  
Signature



**TOWN OF JAMESTOWN**  
Parks & Recreation Office  
P.O. Box 377  
41 Conanicus Ave.  
JAMESTOWN, RHODE ISLAND 02835

Recreation Office (401) 423-7260  
Teen Center (401) 423-7261  
Fort Getty (401) 423-7211  
Fax (401) 423-7229

**To:** Town Council

**From:** Ray DeFalco; Parks and Recreation Director

**cc:** Roberta Fagan; Town Clerk  
Ed Mello; Town Administrator

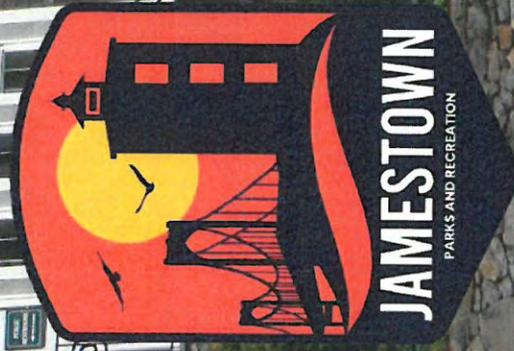
**Date:** 12/30/2024

**Re:** Parks and Recreation Department Overview

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Attached is a brief department overview for the Parks and Recreation Department. This presentation reviews current facilities, programs, and events.

DEPARTMENT  
OVERVIEW



TOWN OF JAMESTOWN

RECREATION CENTER

# PARKS AND RECREATION

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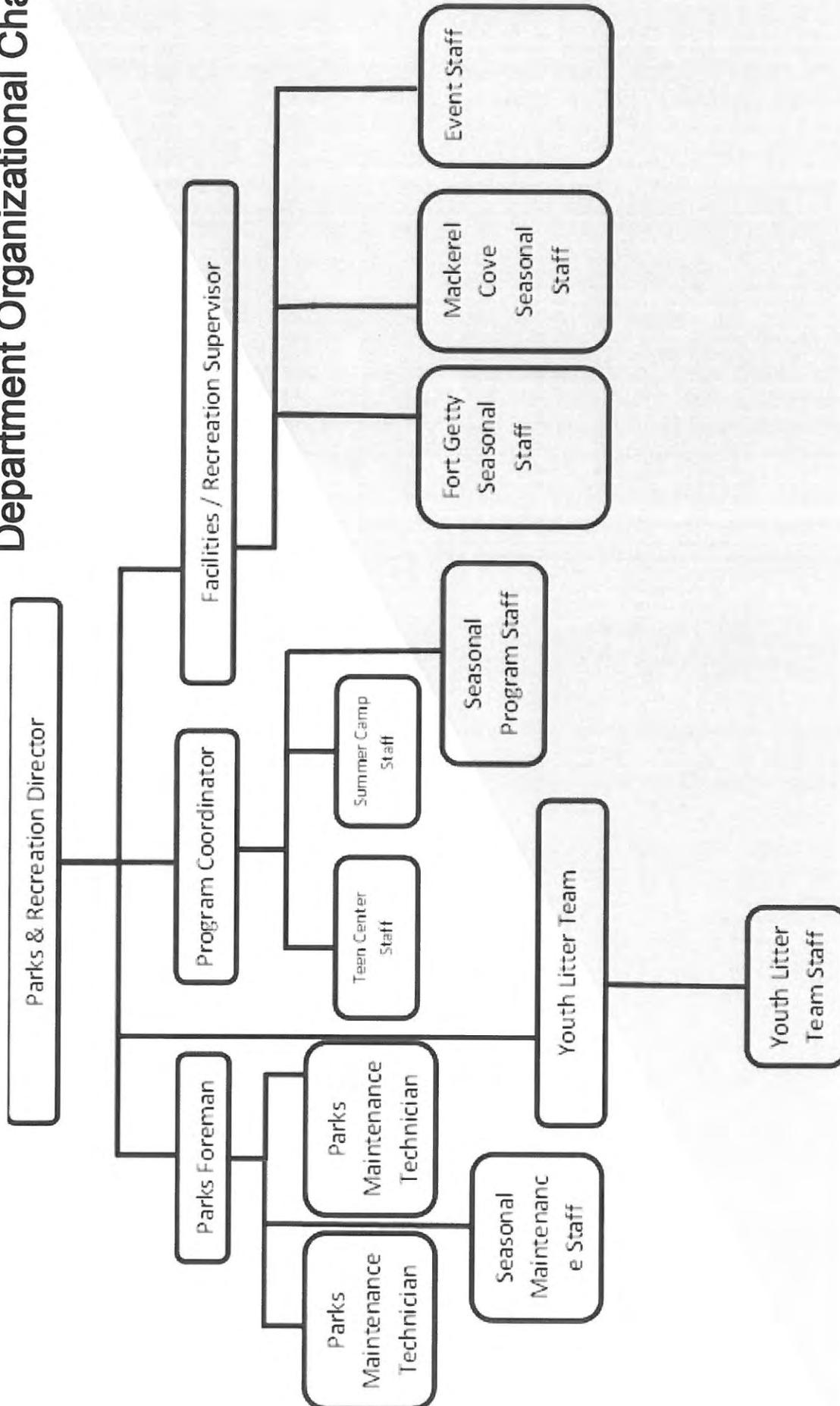
# *OUR MISSION*



"It is the mission of the Jamestown Parks and Recreation Department to provide residents and visitors of Jamestown with safe and accessible recreational opportunities. Our goal is to enhance the quality of life in Jamestown by offering active and passive recreation programs in a clean, safe and appealing environment. This is accomplished through cooperation between the Parks & Recreation Department and various local community groups and individual volunteers."



# Department Organizational Chart



# KEY PEOPLE



Ray DeFalco, CPRP  
**Director**



Lealah O'Neill, CPSI  
Facility / Recreation  
**Supervisor**



Cody Clarkin  
**Program Coordinator**



Ronnie Parfitt  
**Parks Foreman**

Adisa Samuel  
Matt Swistak  
**Parks Maintenance Technicians**

# Fort Getty Park

Managed By - Lealah O'Neill, Facilities / Recreation Supervisor

## Tent & RV Campground

- 26 Tent Sites
- 75 RV Sites
- 26 Boat Sites

## Rembijas Pavilion

- Hosted 60 private and special events in 2024

## Staffing

- 14 Part and full time seasonal staff
- Collaboration with the Jamestown Police to have Community Service Officers as security on busy weekend nights (6:00 pm - 2:00 am)

## Grounds Maintenance

- Maintained by 3 full time Parks Maintenance Crew
  - Landscaping
  - Cleaning of bathrooms
  - Other maintenance and repairs



# Mackerel Cove Beach

Managed by Facilities/ Recreation  
Supervisor Lealah O'Neill

## Staff

- 12 Lifeguards
- 2 Beach Managers

Open 3rd week in June - Labor day  
9am - 5pm daily

Parking Fees collected by T2  
Mobile Pay using automated  
parking signs via smart phones



# Recreation Center

## Home to

- Recreation Office
- Gym
- Teen Center
- Community Theatre

## Hosts

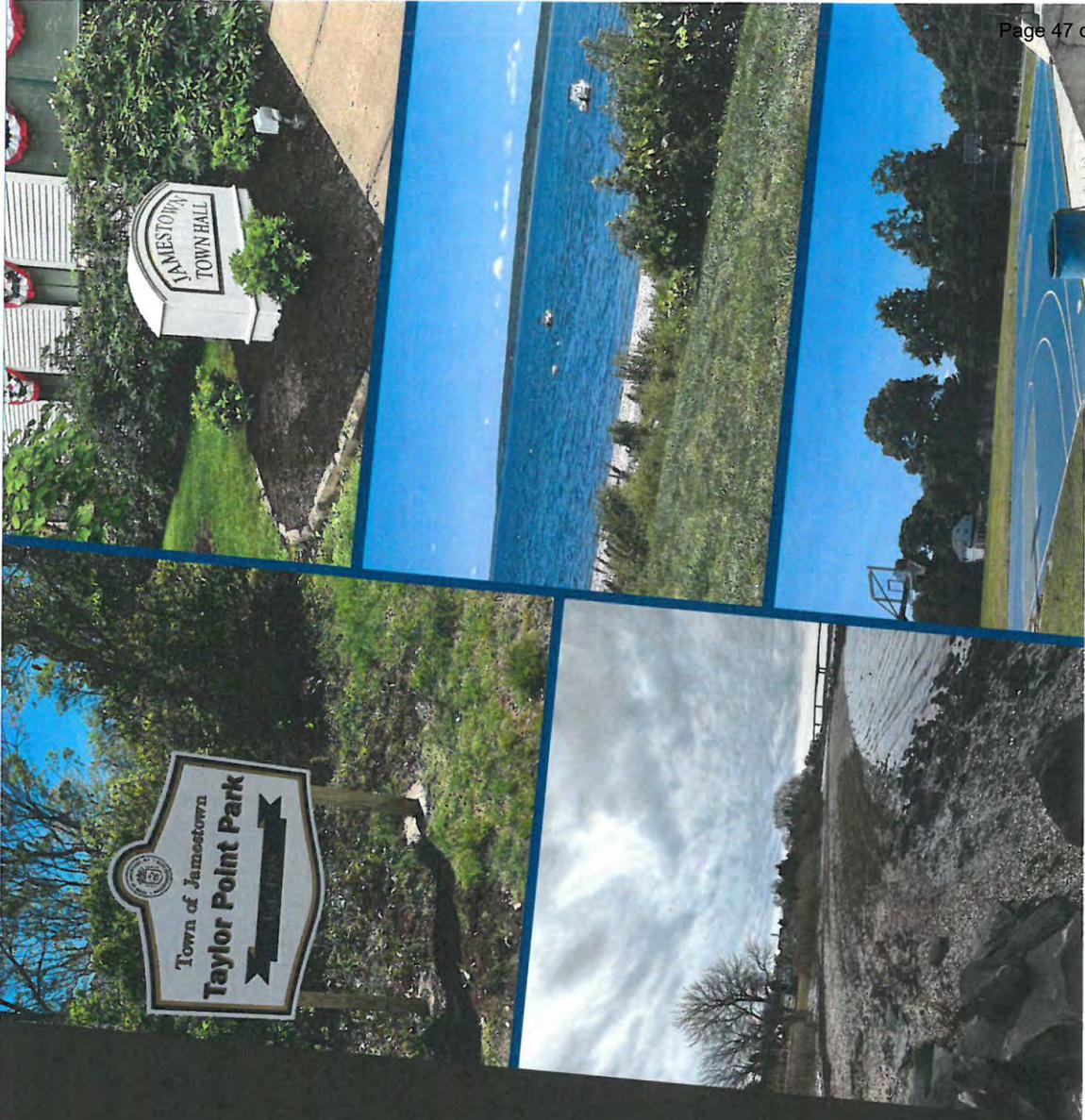
- Recreation Programs
- 2-3 Theatre Productions per year
- Community Band Concerts
- Community Chorus Concerts
- Blood Drives
- Serves as a Polling Location
- Public / Private Events



# Other Properties

Maintained by Parks Crew

- Potters Cove / Taylor Point
- Heads Beach
- Lawn Ave Athletic Complex
- Ryan J Bourque Community Playground
- Park Dock
- Eldred Soccer Field
- Hulls Cove
- East Ferry Memorial Park
- Watson Park
- Golf Course Clubhouse 2nd Floor
- Various other smaller properties



# Community Support

## Community Groups Supported

- Jamestown Ukraine Relief Project
- VFW / American Legion
- Community Chorus
- Rotary Club
- Jamestown Chamber of Commerce
- PTO
- Jamestown Little League
- Jamestown Youth Soccer
- Garden Club
- Jamestown Yacht Club
- Striper Club
- Coast
- Historical Society
- CIAA
- Women's Club
- Boy Scouts
- CISF
- Shores Association
- Beavertail Lighthouse Association
- Jamestown Farmers Market
- Community Farm
- JAC



## Department Run Events

- Fright Night at Fort Getty
- Summer Concert Series at East Ferry
- Tree Lighting
- Fort Getty Movie Night
- Job Fair
- Jamestown Educational Summit
- Teen Center Movie Nights



## Department Supported Events

- 4th of July Fireworks
- Halloween Parade
- Striper Club Fishing Fair
- Sunflower Festival
- Shores Association Picnic
- Senior Picnic
- Senior Resource Fair
- Garden Club Plant Sale
- Veterans Day
- Memorial Day
- Jamestown Chamber of Commerce Weenie Roast
- Fools Rules Regatta
- Windmill Day
- Battery Day

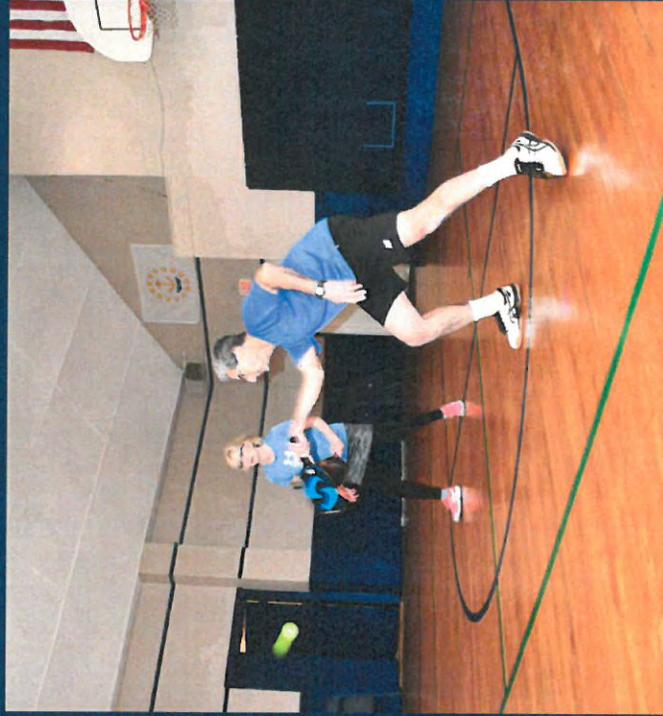
# YOUTH PROGRAMS

- Summer Camp
- Instructional Basketball
- Teen Center
- Dungeons and Dragons
- Crochet
- Film Making
- Futsal
- Pickup Basketball
- Pickleball
- TOG Soccer Camp
- Surf and Paddle Camp
- Tennis
- Ukulele Club
- Magic the Gathering Club
- Flag Football Camp
- Multisport Camp
- Book Club



# ADULT PROGRAMS

- Pickup Basketball
- Tennis
- Boot Camp
- Yoga
- Pickleball
- Tai Chi
- Walking Club
- Indoor Soccer
- Guitar Circle
- Floorball
- BoxFit Workout





# Thank You





**TOWN OF JAMESTOWN**  
Parks & Recreation Office  
P.O. Box 377  
41 Conanicus Ave.  
JAMESTOWN, RHODE ISLAND 02835

Recreation Office (401) 423-7260  
Teen Center (401) 423-7261  
Fort Getty (401) 423-7211  
Fax (401) 423-7229

**To:** Town Council

**CC:** Ed Mello; Town Administrator

**From:** Ray DeFalco; Parks and Recreation Director

**Date:** 12/2/2024

**Subject:** 2025 Season Rates and Dates

I am writing to seek your approval for the proposed open/closing dates for Fort Getty Park, Pavilion rates and Mackerel Cove beach day pass rates for the 2025 season. I am proposing a change to the Mackerel Cove Day pass rate from \$15.00 to \$20.00. There are no other requested fee changes.

**Fort Getty**

**Season Dates**

**Start Date:**

- Friday, May 16th, 2025

**End Date:**

- Tent Sites, Transient RV and Park Closing Date – Monday, September 8<sup>th</sup>, 2025 (115 Days)
- Seasonal RV Season close - Monday, September 22<sup>rd</sup>, 2025 (129 Days)

**Proposed Seasonal RV Rates:**

**Non-Residents:** \$6250.00

**Jamestown Residents:** \$5,750.00

**Proposed Transient RV Rates:** \$70.00 per night

**Proposed Tent Site Rates:** \$35.00 per night

**Mackerel Cove Day Pass**

**Proposed Day Pass Rate -** \$20 per day

This is an increase of \$5.00 per day over the 2024 rate. We could expect to see an additional \$12,000 in revenue next season.

### 2025 Fort Getty & Pavilion - Proposed Fee Schedule

Facility	Type	Description	2024 Rate	2025 - Proposed Rate	Increase
Campground	Non-Resident	Seasonal RV	\$6,250.00	\$6,250.00	\$0.00
Campground	Resident	Seasonal RV	\$5,750.00	\$5,750.00	\$0.00
Campground	N/A	Transient RV (Per Night)	\$70.00	\$70.00	\$0.00
Campground	N/A	Tenting	\$35.00	\$35.00	\$0.00
Campground	N/A	Seasonal Boat Trailer	\$750.00	\$750.00	\$0.00
Campground - Tent	N/A	Folk Fest (4-nights)	\$250.00	\$250.00	\$0.00
Campground - Tent	N/A	Holiday Rate (2/3-nights)	\$50.00	\$50.00	\$0.00
Campground - Tent	N/A	Jazz Fest (4-nights)	\$250.00	\$250.00	\$0.00
Fort Getty Park	Non-Resident	Season Pass	\$125.00	\$125.00	\$0.00
Fort Getty Park	Non-Resident	Daily Entry	\$20.00	\$20.00	\$0.00
Fort Getty Park	Non-Resident	Entry Fee with Trailer	\$30.00	\$30.00	\$0.00
Pavilion	Resident	Off-Peak Weekday Rental M-Th	\$325.00	\$325.00	\$0.00
Pavilion	Resident	Peak Weekday Rental M-Th	\$500.00	\$500.00	\$0.00
Pavilion	Resident	Friday & Sunday Rental Off Peak	\$500.00	\$500.00	\$0.00
Pavilion	Resident	Friday & Sunday Rental Peak	\$750.00	\$750.00	\$0.00
Pavilion	Resident	Saturday Off Peak	\$500.00	\$500.00	\$0.00
Pavilion	Resident	Saturday Peak	\$1,000.00	\$1,000.00	\$0.00
Pavilion	Non-Resident	Off-Peak Weekday Rental M-Th	\$800.00	\$800.00	\$0.00
Pavilion	Non-Resident	Peak Weekday Rental M-Th	\$1,000.00	\$1,000.00	\$0.00
Pavilion	Non-Resident	Friday & Sunday Rental Off Peak	\$1,000.00	\$1,000.00	\$0.00
Pavilion	Non-Resident	Friday & Sunday Rental Peak	\$1,500.00	\$1,500.00	\$0.00
Pavilion	Non-Resident	Saturday Off Peak	\$1,000.00	\$1,000.00	\$0.00
Pavilion	Non-Resident	Saturday Peak	\$2,000.00	\$2,000.00	\$0.00
Pavilion	Non-Profit	Off-Peak Weekday Rental M-Th	\$325.00	\$325.00	\$0.00
Pavilion	Non-Profit	Peak Weekday Rental M-Th	\$600.00	\$600.00	\$0.00
Pavilion	Non-Profit	Friday & Sunday Rental Off Peak	\$500.00	\$500.00	\$0.00
Pavilion	Non-Profit	Friday & Sunday Rental Peak	\$800.00	\$800.00	\$0.00
Pavilion	Non-Profit	Saturday Off Peak	\$500.00	\$500.00	\$0.00
Pavilion	Non-Profit	Saturday Peak	\$1,000.00	\$1,000.00	\$0.00
Pavilion	Private Org.	Large Scale Public Event for Profit	\$2,500.00	\$2,500.00	\$0.00

**Pavilion Peak Season runs from the 3rd Saturday in June through the 3rd Sunday in September**

December 11, 2024

Roberta Fagan  
93 Narragansett Avenue  
Jamestown RI, 02835

RE: TREE WARDEN REAPPOINTMENT

Dear Roberta,

At this time, I would like to respectfully request to be reappointed as Tree Warden for the Town of Jamestown, Rhode Island for 2025. For the past 18 years I have enjoyed my duties and responsibilities as Tree Warden, and look forward to having the opportunity to continue.

The health and sustainability of Jamestown's Tree's are very important to its community, and having future opportunities to continue to improve Jamestown's Tree Management Program is extremely important and rewarding to me.

Working with the Tree Preservation and Protection Committee, and Jamestown's Department of Public Works on a yearly basis, has assisted me in continuing to identify and complete important projects that have benefited the Town of Jamestown and its residents.

During my tenure as Tree Warden, we have been consistently successful in receiving grant assistance that have helped fund many of our completed projects to date, and continue to be recognized as a Tree City USA Community.

New projects identified for 2025 and the continuation and completion of others from 2024 are the following:

- 1) Design and implementation of new plantings along areas of the Bike Path and Reservoir.
- 2) Continuation of upgrades and expansion of our Town Tree Nursery, which provides sustainable tree planting throughout our community.

- 3) Town-wide tree planting projects that contribute to our community tree canopy, and relevant tree management educational seminars/lectures for community members to participate in.

In closing, I would like to thank the Town Administrator, Director of Public Works and DPW, Town Council, and all other Town employees who have assisted and supported me in this position over the years.

I enthusiastically look forward to being reappointed as Jamestown's Tree Warden and continue to meet the Town of Jamestown's high expectations.

Sincerely,  
Steven Saracino  
Tree Warden  
Jamestown, RI 02835

**Roberta Fagan**

---

**From:** Michele Foste [REDACTED]  
**It:** Saturday, December 7, 2024 7:34 AM  
**To:** Roberta Fagan  
**Cc:** James Simmons  
**Subject:** Steve Sarancino

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.

Roberta

I would like Steve to continue as the tree warden for Jamestown. He is engaged, smart and had the towns interests at heart. He makes himself available to meet with us whenever possible.

Sincerely  
Michele Foster  
Foster Associates

Mobile [REDACTED]

**Roberta Fagan**

---

**From:** Richard Kingsley [REDACTED]  
**At:** Saturday, December 7, 2024 9:04 AM  
**To:** Roberta Fagan  
**Cc:** James Simmons  
**Subject:** tree warden position

Roberta,

As a member of the Tree Committee, I vote for continuing Steve Saracen as tree warden of Jamestown.

Richard Kingsley  
[REDACTED]  
Jamestown, RI  
[REDACTED]

## Roberta Fagan

---

**From:** Tom Waddington <[REDACTED]>  
**It:** Friday, December 6, 2024 4:38 PM  
**To:** Roberta Fagan  
**Subject:** Tree Warden

**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 - In response to a recent request from Jim Simmons, I'm letting you know that I am in favor of having Steve Saracino remain the Jamestown Tree Warden for another term. Let me know if you need anything else from me.

Thanks - Tom Waddington

**Roberta Fagan**

---

**From:** James Simmons [REDACTED]  
**it:** Friday, December 6, 2024 12:50 PM  
**To:** Roberta Fagan  
**Subject:** Town Tree Warden

Hi Roberta,

This note is in favor of retaining Steve Saraceno as our Tree Warden for the next term. Steve has been a valuable asset to the town and to our committee.

Thank You,

James Simmons, Chairperson  
Jamestown Tree Committee

## Roberta Fagan

---

**From:** Beth Herman [REDACTED]  
**it:** Friday, December 6, 2024 1:00 PM  
**To:** Roberta Fagan  
**Cc:** James Simmons; James Simmons  
**Subject:** Steve Saracino renewal

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.

Hello Roberta,

I emphatically support continuing with Steve Saracino as our tree Warden! He has been a great help to us.

Best wishes,  
Beth



## TOWN COUNCIL MEETING MINUTES Monday, December 2, 2024

### I. ROLL CALL

A regular meeting of the Jamestown Town Council was held on December 2, 2024. Newly Elected Town Council Members present: Mary Meagher, Nancy A. Beye, Erik G. Brine, Mary G. Glackin, and E. Edward Ross. Newly elected School Committee members present: Lisa Tuttle, Joshua Furtado, and Andrew Allsopp. Newly elected Town Moderator Dennis H. Webster. Also present Town Administrator Edward Mello, Finance Director Christina D. Collins, Town Planner Lisa Bryer, Town Solicitor Peter D. Ruggiero, Chief of Police Jamie Campbell, Superintendent of Schools David Raleigh, Town Sergeant Fred Pease, and Town Clerk Roberta J. Fagan.

### II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Clerk Roberta J. Fagan called the meeting of the Jamestown Town Council to order at 6:02 p.m. and led the Pledge of Allegiance.

### III. ADMINISTRATION OF THE OATH OF OFFICE TO NEWLY ELECTED TOWN COUNCIL MEMBERS, SCHOOL COMMITTEE MEMBERS, AND TOWN MODERATOR: **Honorable Francis J. Darigan, Jr.**

Town Clerk Fagan introduced the Honorable Judge Francis J. Darigan, Jr.

Judge Darigan congratulated the newly elected officials for both Town and State offices and expressed his honor in participating in the evening's ceremony. He stated that he feels privileged to administer the important task of swearing in the newly elected officials, as it represents the significance of free and fair elections, which we uphold every two to four years.

Judge Darigan extended his gratitude to the Council, School Committee, and Town Moderator for their dedicated service. He remarked on the warmth and welcoming nature of the community, highlighting the good people of Jamestown who are committed to serving others. He also thanked all the candidates who ran for office, acknowledging their vital role in strengthening our democracy through their participation.

Special thanks went to Attorney General Peter Neronha. Concluding his remarks, Judge Darigan once again expressed his appreciation for the warm welcome and proceeded with the swearing-in ceremony.

- A) Town Council:
  - 1) Nancy Ann Beye
  - 2) Mary E. Meagher
  - 3) Erik G. Brine
  - 4) Mary G. Glackin
  - 5) Ernest Edward Ross

The Oath of Office was administered to the newly-elected Town Council Members by Judge Darigan. [Applause]

- B) School Committee:
- 1) Andrew Allsopp
  - 2) Lisa Tuttle
  - 3) Joshua D. Furtado

The Oath of Office was administered to the newly-elected School Committee Members by Judge Darigan. [Applause]

- C) Town Moderator
- 1) Dennis H. Webster

The Oath of Office was administered to the newly-elected Town Moderator by Judge Darigan. [Applause]

#### **IV. NOMINATION AND SELECTION OF TOWN COUNCIL PRESIDENT AND VICE PRESIDENT**

Town Clerk Fagan thanked Judge Darigan and asked the newly elected Town Council to the dais.

The Clerk called for nominations for Town Council President.

Councilor Meagher welcomed new Town Council members E. Edward Ross and Mary Glackin. She expressed her pleasure in nominating Nancy Beye for a second term. Councilor Meagher highlighted Nancy's exceptional ability to listen and connect with her constituents. Nancy is known for reaching out to individuals who might not otherwise communicate with Town government—those who are hesitant to voice their concerns, curious but unsure whom to ask, or simply shy. This quality reflects her background as a teacher, and it is a lesson we should all strive to embrace. Vice President Meagher officially nominated Nancy Beye to serve as Town Council President.

Back to the vote on the motion. Councilor Brine, Aye; Councilor Meagher, Aye; Councilor Beye, Aye; Councilor E. Edward Ross and Councilor Mary G. Glackin. [Applause]

The Clerk turned the meeting over to President Beye.

President Beye called for nominations for Town Council Vice President.

Councilor Meagher expressed her joy in nominating Erik Brine for the position of Town Council Vice President. Erik brings a great deal of energy and determination to all his endeavors. He is an exemplary public servant who has dedicated his life to serving his country through his service in the Air Force, as well as his community through his work on the Jamestown Town Council.

A motion was made by Councilor Meagher with a second by President Beye to nominate Erik G. Brine for Town Council Vice President. President Beye, Aye; Councilor Meagher, Aye; Councilor Brine, Aye; Councilor Ross, and Councilor Glackin, Aye. [Applause]

## V. INTRODUCTION OF DISTINGUISHED GUESTS

President Beye gave thanks to Judge Darigan, Attorney General Peter Neronha, Democratic Town Committee Chair Ann Livingston, School Superintendent David Raleigh, Chief of Police Jamie Campbell, Town Sergeant Fred Pease, Town Administrator Edward Mello, Solicitor Peter Ruggiero, all Town department heads including Finance Director Tina Collins, Town Planner Lisa Bryer, and Town Clerk Roberta Fagan.

## VI. OPEN FORUM

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

None

## VII. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, PRESENTATIONS, RESOLUTIONS, AND PROCLAMATIONS

- A) Erin Donovan-Boyle, Executive Director & CEO of the Greater Newport Chamber of Commerce, will present the benefits for Jamestown residents and businesses. This organization is an independent, non-profit, and business advocacy organization.

Erin Donovan-Boyle, Executive Director and CEO of the Greater Newport Chamber of Commerce (GNCC), thanked the Town Council for the opportunity to present on the Chamber's economic and policy initiatives that benefit the region. GNCC has a municipal liaison program that holds three meetings annually, offering insights into local town and city developments. *Connect Greater Newport*, a 501(c)(3) regional economic development organization, was officially established in 2019. It is funded separately from GNCC, with specific funding from municipalities as well as the private and philanthropic sectors. There are many opportunities and differences between the Jamestown Chamber of Commerce, Discover Newport, and GNCC. GNCC's purpose is to leverage the region's core assets to find solutions in the areas that matter most to the businesses and community, quality jobs, quality growth, and quality of life. GNCC has a wide variety of programs, publications, events, and business resources that directly improve members' bottom line.

A motion was made by Councilor Meagher with a second by Vice President Brine to convene as the Town Council sitting as the Alcohol Beverage Licensing Board and to open the public hearing. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

## VIII. PUBLIC HEARINGS, LICENSES, AND PERMITS

- A) Public Hearing: Town Council Sitting as the Alcoholic Beverage Licensing Board Notice is hereby given by the Town Council of the Town 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, that the following has been received: for a RENEWAL CLASS BV LIQUOR LICENSE for the period December 2, 2024, to November 30, 2025, as advertised in the November 7<sup>th</sup> and 14<sup>th</sup> editions of the Jamestown Press and noticed to abutters as follows:

### CLASS BV

The Whitebread Company, LLC  
 dba: Standards  
 40 Narragansett Avenue  
 Jamestown, RI 02835

- 1) Approval of the of the CLASS BV Liquor License, upon resolution of debts, taxes, State approval, and appropriate signatures for the period of November December 2, 2024, to November 30, 2025; Review, Discussion, and or Action and or Vote.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve the Renewal Class BV Liquor License for the period December 2, 2024, to November 30, 2025, for The Whitebread Company, LLC, dba: Standards. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- B) Public Hearing: Town Council Sitting as the Alcoholic Beverage Licensing Board Notice is hereby given by the Town Council of the Town 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, that the following has been received: for a NEW CLASS BV LIQUOR LICENSE for the period December 2, 2024, to November 30, 2025, as advertised in the November 7<sup>th</sup> and 14<sup>th</sup> editions of the Jamestown Press and noticed to abutters as follows:

**FROM:    CLASS BV- Limited**  
 Our Table LLC.  
 dba: Our Table  
 53 Narragansett Avenue  
 Jamestown, RI 02835

**TO:        CLASS BV**  
 Our Table LLC.  
 dba: Our Table  
 53 Narragansett Avenue  
 Jamestown, RI 02835

- 1) Approval of the of the CLASS BV Liquor License, upon resolution of debts, taxes, State approval, and appropriate signatures for the period of November December 2, 2024, to November 30, 2025; Review, Discussion, and or Action and or Vote.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve the New Class BV Liquor License for the period December 2, 2024, to November 30, 2025, for Our Table LLC, dba: Our Table. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- C) Set the Class B Victualer Liquor License Cap at Eight.

A motion was made by Councilor Meagher with a second by Vice President Brine to set the Class B Victualer Liquor License cap at Eight. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

A motion was made by Councilor Meagher with a second by Vice President Brine to adjourn from sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- D) Licenses and Permits: Approval of Application that has been received by the Town Council for a VICTUALING license, upon resolution of debts, taxes, State approval, and appropriate signatures for the year December 2, 2024-November 30, 2025; Review, Discussion, and/or Action and/or Vote:
- 1) The Whitebread Company, LLC dba: Standards, 40 Narragansett Avenue.

A motion was made by Councilor Meagher with a second by Councilor Ross to approve the Whitebread Company LLC, dba: Standards VICTUALING license, upon resolution of debts, taxes, State approval, and appropriate signatures for the year December 2, 2024-November 30, 2025. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

## **IX. COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS**

- A) Town Administrator's Report: Edward A. Mello

- 1) Town Departments and Staffing Overview

Town Administrator Mello stated various department heads will present an overview of their respective departments over the next several meetings. The first will be the police department on December 16. A facilities tour will be scheduled in the future.

- 2) 2025 Legislative Matters

The General Assembly will begin work in 2025. In the past, the Town Council invited the General Assembly members to appear before the Council. A date can be scheduled if the Town Council desires to do so again. Town Administrator Mello will ask for a summary of legislative matters of concern.

The Rhode Island League of Cities and Towns is currently working on developing its priorities. Current issues from this perspective include:

- Education Funding
- Funding for Infrastructure utilities and broadband
- Housing
- Land Use and Zoning
- Property Tax-modifications of cap exemptions and tangible tax reform
- Labor Issues-binding arbitration reform and contract continuation
- State Aid-PILOT and Distressed Communities
- Short-term rental regulations
- Houseboat Regulations
- Reduce Early Voting period for primary elections

- 3) Town email accounts and Office 365

Town Council members were sent directions for setting up Office 365 and their town email accounts. Once established the Town Council will be able to receive documents through SharePoint.

**X. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: No items at this time.

**XI. NEW BUSINESS**

- A) Review of the Open Meetings Act, Access to Public Records Act, and Code of Ethics by Town Solicitor Peter D. Ruggiero

Solicitor Ruggiero explained the Open Meetings Act including:

- What is a quorum
- Conducting business outside of a duly called meeting
- Consensus the same as a vote
- Emails and what is allowed
- Use of electronic media
- Subcommittees
- Meeting postings and what is required

Solicitor Ruggiero referenced Title 42 Chapter 46 of the RI General Laws, Open Meetings (provided in the meeting packet), guidebooks available on the Attorney General's website, and Open Government Forums each year. Notice of the sessions will be forwarded to Council by the Clerk. The Solicitor and Town Clerk are available to assist with any questions on Open Meetings.

Solicitor Ruggiero referenced Title 36 Chapter 14 of the RI General Laws, Code of Ethics. The RI Ethics Commission has publications on its website. The Ethics Commission will conduct a training on January 29<sup>th</sup> at Town Hall for the Council and/or board/commission/committee members. OMA and APRA training will also be provided immediately following.

- B) Review, Discussion, and/or Action and/or Vote: Upcoming meetings, work sessions, budget work sessions, workshops, and other sessions; review and discussion and/or potential action and/or vote
- 1) Town Council Meeting/Board of Water and Sewer Commissioner(s) setting of Annual Meeting Schedule (see attached).

Discussion ensued.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve the 2025 Annual Meeting Schedule as amended. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- 2) Jamestown Town Council Budget Process review and meeting date(s) preview.
- 3) Annual Budget Work Session with Jamestown School Committee and School Department, pursuant to RIGL §16-2-21, to be scheduled on Thursday, December 12, 2024 or Monday, December 16, 2024.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve scheduling the Joint Annual Budget Work Session with the School Committee on December 16, 2024. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- 4) Rhode Island Ethics Commission Staff Attorney/Education Coordinator Lynne M. Radiches will conduct Ethics training for Elected and Appointed Municipal Officials on Wednesday, January 26 29, 2025, at 6:00 p.m. in the Town Council Chambers.
- C) Review, Discussion, and/or Action and/or Vote: Town Council Rules and Procedures.

The Town Council Rules and Procedures review was tabled for a future meeting.

## XII. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) No items at this time.

## XIII. CONSENT AGENDA

- A) Adoption of Town Council Meeting Minutes  
1) November 18, 2024 (Regular Meeting)
- B) Minutes of Boards/Commissions/Committees  
1) Harbor Management Commission October 9, 2024.
- C) Certification of the November 5, 2024 General Election.
- D) Tax Assessor's Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
01-0571-00	2024	REMOVED EXEMPTION – SOLD	\$ 125.00
03-1125-00	2024	REMOVED EXEMPTION – SECOND HOME	\$ 250.00
19-0546-30	2024	TOWN COUNCIL AGREEMENT 11/4/2024	-\$ 2,054.62
04-0082-85	2024	CERT. OF OCCUPANCY	\$ 3,790.50
10-0053-01	2024	CERT OF OCCUPANCY	\$1,695.38
TOTAL ABATEMENTS TO TAX ROLL			-\$2,054.62
TOTAL ADDENDA TO TAX ROLL			\$5,860.88

- E) Abutter Notifications: Notice is hereby given that the Jamestown Zoning Board of Review will hold a public hearing on *December 17, 2024*, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following:  
1) Application of Susan S. Gorelick, Trustee, whose property is located at 20 Bark Avenue, and further identified as Tax Assessor's Plat 16, Lot 38 for a special use permit to construct a 12x16 foot garden-high tunnel in the backyard. The property is in R-40 zone with 30,720 sq ft and falls under sub-district A requirements of the High Groundwater Table and Impervious Overlay District.
- F) Ratification of the Administratively approved One-Day Event/Entertainment License Applications: Jamestown Art Center, (ENT-24-38) 18 Valley Street, November 22, 2024.

- G) 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: RIPBS (ENT-24-36)  
Date: December 3, 2024  
Location: JAC, 18 Valley Street
  - 2) Applicant: Jamestown Arts Center (JAC)  
Event: Holiday Arts Market (ENT-24-37)  
Date: December 13-14, 2024  
Location: JAC, 18 Valley Street
  - 3) Applicant: Central Baptist Church  
Event: Christmas Fair (ENT-24-39)  
Date: December 7, 2024  
Location: ~~JAC, 18 Valley Street~~ 99 Narragansett Avenue
  - 4) Applicant: Rhode Races & Events, Inc.  
Event: Jamestown Rhode Races (ENT-24-34)  
Date: September 27, 2025  
Location: Fort Getty & various roads in Jamestown
- H) 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 14<sup>th</sup> and 21<sup>st</sup> editions of the Jamestown Press; upon resolution of debts, taxes, State approval, and appropriate signatures:
- 1) STR-98 Greg Vanasse 41 Top O The Mark Drive
  - 2) STR-122 Merrill Allen 46 Steamboat Street
  - 3) STR-156 Andrea Colognese 78 Frigate Street

Councilor 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 Councilor Meagher with a second by Vice President Brine to approve the Short-Term Rental applications for licensing as listed on the Consent Agenda. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor M. Glackin, Aye; and Councilor E. Ross, Aye.

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

Communications were acknowledged.

**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.*

I) Communications Received:

- 1) Copy of letter to: Town Council  
From: Connie Slick  
Dated: October 30, 2024  
Re: How many liquor licenses should a small island distribute?
- 2) Copy of letter to: Town Council  
From: John and Quaker Case  
Dated: October 3, 2024  
Re: In support of Our Table liquor license request
- 3) Copy of letter to: Town Council  
From: Nancy Sall  
Dated: October 3, 2024  
Re: In support of Our Table liquor license request
- 4) Copy of email to: Town Council  
From: Mary Jo Roberts-Braisted  
Dated: October 2, 2024  
Re: In support of Our Table liquor license request
- 5) Copy of email to: Town Council  
From: Christine Heenan  
Dated: October 3, 2024  
Re: In support of Our Table liquor license request
- 6) Copy of email to: Town Council  
From: Ross Harris  
Dated: October 2, 2024  
Re: In support of Our Table liquor license request
- 7) Copy of email to: Town Council  
From: Tara Villanova  
Dated: October 3, 2024  
Re: In support of Our Table liquor license request
- 8) Copy of email to: Town Council  
From: Sandy Sorlien  
Dated: October 4, 2024  
Re: In support of Our Table liquor license request

- 9) Copy of email to: Town Council  
From: Paul Morse  
Dated: October 6, 2024  
Re: In support of Our Table liquor license request
- 10) Copy of email to: Town Council  
From: Michelle Estaphan Owen  
Dated: October 6, 2024  
Re: In support of Our Table liquor license request
- 11) Copy of email to: Town Council  
From: Win Reed  
Dated: October 7, 2024  
Re: In support of Our Table liquor license request
- 12) Copy of letter to: Town Council  
From: Mark Baker  
Dated: November 3, 2024  
Re: Environmental Study Group/Gould Island Restoration
- 13) Copy of email/letter: Town Council  
From: Jill Harrison  
Dated: November 12, 2024  
Re: Correspondence with Clarke Moody regarding boat lift and deck.

**XV. ADJOURNMENT**

A motion was made by Councilor Ross with a second by Councilor Glackin to adjourn at 7:23 p.m. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

Attest:

Roberta J. Fagan, CMC, Town Clerk

**TOWN COUNCIL MEETING MINUTES**  
**Monday, December 16, 2024**  
**6:00 P.M.**

A motion was made by Vice President Brine to move into Executive Session at 6:01 p.m. with a second by Councilor Ross. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye. President Beye was absent.

**I. 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).

A motion was made by Vice President Brine to recess from Executive Session at 6:31 p.m. with a second by Councilor Ross. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

It was announced that one vote was taken. Councilor Meagher made a motion, which was seconded by Councilor Glackin to proceed with Veola for professional services related to the Jamestown Water Treatment Facility. It was emphasized that this agreement does not involve the privatization of the facility, which will remain under the ownership of the Town. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

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

**II. ROLL CALL**

A regular meeting of the Jamestown Town Council was held on December 16, 2024. Town Council Members present were as follows: Erik Brine, Mary Meagher, E. Edward Ross, and Mary G. Glackin. Nancy A. Beye was absent.

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

Vice President Brine called the meeting of the Jamestown Town Council to order at 6:39 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

The Joint Town Council / School Committee meeting was postponed to January 6, 2025.

**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~~

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

See Board of Water and Sewer Commissioners Meeting Minutes.

## **V. TOWN COUNCIL SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS**

### **A) Open Forum – Water & Sewer Matters**

President Beye noted that this open forum would be for water and sewer matters only.

- 1) Scheduled request to address – None.
- 2) Non-scheduled request to address.

Paul Sprague, 11 Mast Street, stated he has a petition with signatures in opposition to the privatization of the Jamestown Water Treatment Plant.

Richard Smith has questions regarding the Water Treatment Plant contract.

Brian Coleman, Beacon Avenue, stated the contractor Veolia is part of the Flint Michigan \$25 million class action suit and proceeded to hand out an article to the Commission members.

### **B) Report of Town Officials: Review, Discussion, and/or Action and/or Vote:**

#### **1) Pumping Report**

Public Works Director Michael Gray reported the following:

- JR-1 well is in service
- No water has been transferred from South Pond.
- Pumping was down for the month of November and also compared to last year.
- Rainfall was down for the month of November and down compared to the previous year.
- North Reservoir is @ 49 MG, usable storage- 60 MG
- South Pond is @ capacity, usable storage- 6 MG
- 2) Town Project Reports – (See attached Project Update Report dated November 2024).
  - a) Town Wells
  - b) Water Treatment Plant
- The Water Treatment Plant continues to operate with two staff members.
- Pare Corporation has provided the Director with a second draft of the rules and regulations for review.
- Public Works Director Michael Gray and several municipal water suppliers attended a meeting of the Rhode Island Water Resources Board (WRB) to discuss the process for updating the Water System Supply Management Plan. The WRB is seeking input from water suppliers to improve the plan's revision process. During the meeting, all attendees agreed that there is a lot of redundant information in the plan, and preparing the updates every five years can be costly. The meeting was productive, and the staff will work on making changes to streamline the plan, ultimately reducing both the time and cost associated with its preparation.

- The Town has finally received feedback from the Rhode Island Department of Health (RIDOH) on the corrosion study submitted in December 2021 regarding the emergency interconnection with North Kingstown. The Rhode Island Department of Health (RIDOH) requested a study on NK water to assess whether its usage would affect the water quality in Jamestown if the interconnection were activated. The study concluded that there would be no impact on the Jamestown system. The Town's consultant has completed a response to the comments and submitted it to RIDOH.

c) Transfer Pumping/Reservoir

No water has been transferred from South Pond.

d) Distribution System

- Over the past several months Jean Lambert and Public Works Director Michael Gray have been working on the service line inventory that was due on October 16<sup>th</sup>. RIDOH prepared a notice that had to be sent by November 15th to customers who had steel service or had an "unknown" service because it was not verified for the initial inventory. A copy of the notice that was sent to the customers was provided. Hundreds of service pipes in the Town's system have been identified but there are still many homes that must be inspected to verify the pipe material. In 2025, a comprehensive meter replacement program will be completed. Water department staff will visit each home to install new meters. During this project, staff will verify the material of all service pipes and update our inventory accordingly.

- RIDOH rules define any service that is galvanized steel or iron as having likely lead connections. There are 1583 service lines in the system. Based on services that could be verified there are 26 steel and 621 non-lead as copper or plastic piping material. 936 services are unknown for this initial inventory. In 1987 lead was banned so houses constructed after that date will not have services or connections with lead. Of the 936 unknowns, there are 414 houses constructed after 1987. In Jamestown, it is common to find houses that were constructed pre-1950 have steel piping. Many of those services were replaced over the years due to leaks or loss of water pressure and flow from corrosion of the steel piping. After 1950 copper was used for water service installation in Jamestown. There are 330 houses constructed before 1950 of the unknown in the inventory.

- Customers have been responding to the notices that were sent asking questions about the program and getting lead information. Unfortunately, there is misinformation being circulated that there is lead in the water. Jamestown Water does not have lead. Lead gets introduced when water comes in contact with lead connections or plumbing in individual homes. Public Works Director Michael Gray provided information that the EPA prepared about the lead and copper rule and the requirements for water suppliers.

Jamestown Water is also required to provide a water pitcher with a filter that removes lead to any customer who receives a notice and makes a request. To date, 65 customers have received water pitchers and filters.

e) Wastewater Treatment Facility

- The monthly average daily flow at the treatment plant for November was 0.120 million gallons per day. The monthly average allowed by our discharge permit is 0.73 million gallons per day. The peak daily flow was 0.238 million gallons.

- Weston and Sampson started the design of improvements to the wastewater treatment facility and pump stations based on the scope presented to the Commission in August. Over the next several months W & S will be preparing design drawings, technical specifications, and

construction estimates for the two projects. Their goal is to develop the plans and specifications for a detailed estimate in time for our 2025/2026 budget process for a potential bond authorization. Plans will also need to be submitted to the RIDEM as a facility plan update review and approval.

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.

The Public Works Director stated that this was an unfortunate situation, although historically relief is not given on the water side, as it takes money to treat that excess water.

Commissioner Meagher stated that typically relief can only be given on the sewer side of the bill. The Finance Director stated that historically, an average of water usage is taken over a three-year period and the sewer relief will be given on the difference.

A motion was made by Commissioner Meagher with a second by Commissioner Glackin to grant sewer relief, as reported by the Public Works Director and the Finance Director, to Valorie Molloy of 70 Columbia Avenue for sewer relief from her 10/2024 Water and Sewer bill. Vote: Commission Vice President Brine, Commissioner Meagher, Commissioner Ross, and Commissioner Glackin.

A motion was made by Commissioner Meagher with a second by Commissioner Glackin to move New Business 2) up on agenda for consideration. Vote: Commission Vice President Brine, Commissioner Meagher, Commissioner Ross, and Commissioner Glackin.

D) New Business:

- 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

Commissioner Ross stated the Town is in a critical situation and risks exposure. The Veolia contract is a bridge.

Councilor Meagher commended Water Treatment Facility/Town employees for their extraordinary work, specifically Mark and Jim for keeping the plant operational.

Town Administrator Mello stated the MOA allows the Town to enter into a contract with Veolia and will take the pressure off the staff.

A motion was made by Commissioner Meagher with a second by Commissioner Ross to approve the proposed 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. Vote: Commission Vice President Brine, Commissioner Meagher, Commissioner Ross, and Commissioner Glackin.

- 1) Review, Discussion, and/or Action and/or Vote: ~~APRA~~ ARPA 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~~ARPA)/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.

A motion was made by Commissioner Meagher with a second by Commissioner Ross to approve Resolution 2024-27, ARPA 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~~ARPA)/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. Vote: Commission Vice President Brine, Commissioner Meagher, Commissioner Ross, and Commissioner Glackin.

- 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.

A motion was made by Commissioner Meagher with a second by Commissioner Ross to approve 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. Vote: Commission Vice President Brine, Commissioner Meagher, Commissioner Ross, and Commissioner Glackin.

- 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.

A motion was made by Commissioner Meagher with a second by Commissioner Ross to grant sewer relief to Julie Gaither c/o Gaither H Rowan III Trustee et Gaither Charlotte Canning Trust, of 93 Clarke Street, adjusted appropriately as recommended by Public Works Director Michael Gray. Vote: Commission Vice President Brine, Commissioner Meagher, Commissioner Ross, and Commissioner Glackin.

#### E) Consent Agenda

- 1) Adoption of Minutes:  
a) October 21, 2024 (regular meeting)

A motion was made by Commissioner Meagher with a second by Commissioner Glackin to accept the Consent Agenda. Vote: Commission Vice President Brine, Aye; Commissioner Meagher, Aye; Commissioner Ross, Aye; Commissioner Glackin, Aye.

A motion was made by Commissioner Meagher with a second by Commissioner Glackin to adjourn from sitting as the Board of Water and Sewer Commissioners. Vote: Commission Vice President Brine, Aye; Commissioner Meagher, Aye; Commissioner E. Ross, Aye; Commissioner M. Glackin, Aye.

## **VI. OPEN FORUM**

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

Christian Infantolino, Narragansett Avenue, made a request to the Town Council to place his Zoning Ordinance Amendment suggestion on the next agenda.

Brian Coleman, 195 Beacon Avenue, stated the Town should provide hearing assistance devices to be ADA compliant.

Anthony Pinheiro, Beacon Avenue, suggested the Town could install a water tower at the North Reservoir to capture all the spillover when the reservoir is at or over capacity. It could be used for a cell tower as well.

## **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.

Councilor Meagher read aloud Proclamation 2024-26, Honoring the members of the Jamestown School Committee during School Committee Recognition Month January 2025.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve Proclamation 2024-26, Honoring the members of the Jamestown School Committee during School Committee Recognition Month January 2025. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- 2) Review, Discussion, and/or Action and/or Vote: Resolution 2024-27, ~~APRA~~ ARPA 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~~ ARPA)/State and Local Fiscal Recovery Funds (SLFRF) for the Jamestown Water Meter Replacement Project.

A motion was made by Councilor Meagher with a second by Vice President Brine to waive the reading of Resolution 2024-27, ARPA Funds – Resolution of the Board of Water and Sewer Commissioners authorizing Water Department to enter into interdepartmental/interagency agreements regarding American Rescue Plan Act (ARPA)/State and Local Fiscal Recovery Funds (SLFRF) for the Jamestown Water Meter Replacement Project. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

Councilor Ross recused himself from Public Hearings 1) and left the dais.

## **VIII. PUBLIC HEARINGS, LICENSES, AND PERMITS**

A motion was made by Councilor Meagher with a second by Councilor Glackin to open the public hearing. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; and Councilor Glackin, Aye.

### 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

Ernie Savastano, 37 Cole Street addressed the Town Council. There is a parking lot in the front yard of 36 Cole Street. He would like the Town Council to do a study on the number of permissible cars at a residence.

Christian Infantolino, representing the applicant Edward DePhillips, stated there are no records of complaints or evidence of Mr. Savastano's claims

Heather Lopes, property manager for 36 Cole Street, stated one of her employees accidentally backed into Mr. Savastano's vehicle parked on Cole Street directly across from the 36 Cole Street driveway. She has offered to pay for damages, but the vehicle has many scratches and dents.

The Town Council agreed there was no reason to deny the Short-Term Rental application.

A motion was made by Councilor Meagher with a second Councilor Glackin to approve the 2025 Short-Term Rental application submitted by Edward DePhillips, STR-17, 36 Cole Street. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; and Councilor Glackin, Aye.

Councilor Ross rejoined the meeting at 7:56 and returned to the dais.

## 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

Chief Campbell and Town Administrator Mello spoke with Lori Caron Silveira, Executive Director of the RIBTA to address continuing concerns surrounding both the entrance and exit from RT 138 in the area of the former toll plaza. The RITBA has notified Town staff of the following updates: Adjustments were made and additional signage was installed on December 3. The westbound lanes, which include a designated lane for exiting traffic, are expected to be completed by December 25. The eastbound lanes, which will feature a designated lane for merging traffic, are scheduled to be completed in February.

- 2) Beavertail Road/Mackerel Cove

Town staff met with the planning division of RIDOT about Beavertail Road. They indicated plans to apply for a significant grant to fund two planning projects, including design work for Beavertail Road at Mackerel Cove.

## 3) Ft. Getty CISF

CISF is seeking approval to temporarily relocate tents and trailers during the anticipated construction period from August 2025 to August 2026. This relocation is expected to lead to traffic and parking congestion around the construction site, as well as in the pier and boat ramp parking areas. Town staff have already met with CISF staff and will continue to engage with them to effectively address these concerns.

## 4) Legal Services Budget Increase Request

Town Administrator Mello stated he is requesting the Council to consider my recommendation to adjust legal service retainer services and hourly rate fees. (consent agenda)

## B) Jamestown Police Department: Chief Jamie Campbell

## 1) Department overview.

Chief Jamie Campbell made a presentation to the Town Council. He also announced there will be a Life Saving Award ceremony in January 2025.

## C) Senior Services Committee Report: Bruce Whitehouse

## 1) Status update of Committee activities.

Bruce Whitehouse provided a status update to the Town Council and sought further direction for the Committee. Town Administrator Mello mentioned that an update on the design consultant for the Senior Center, Union Studios, will be available in late January or early February. Once the update is ready for review, the Senior Services Committee may provide feedback.

**X. UNFINISHED BUSINESS**

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

Councilor Meagher proposed scheduling a workshop to review the agenda preamble, Town Council Rules, and to discuss goals and priorities.

The agenda item was continued to the January 2, 2025 Special Meeting Workshop.

## 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.

A lengthy discussion ensued.

Town Administrator Mello announced that contract negotiations will begin with two of the Town's unions. From the perspective of fairness and employee morale, this program is not favorable.

The Town Council will not move forward with this tax relief policy proposal.

## 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.

Resident Sav Rebecchi addressed the Town Council regarding his preliminary research and financial analysis on the proposed New Homestead Primary Residence Exemption. He questioned the eligibility qualifications and the potential impact on residents compared to non-residents.

Councilor Meagher acknowledged that Sav made valid points. What is the objective? The current tax rate is effective. Why alter something that is not “bad”?

Discussion on who qualifies as a resident.

Maureen Walsh, 16 Clinton Avenue, recommended staff research the impacts of a Homestead Primary Residence Exemption.

Town staff were instructed to define a qualifying resident for the Homestead Exemption and to determine the number of primary residents compared to non-primary residents by cross-referencing the voter registration list.

- 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.

Discussion ensued. Held for further study.

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

Discussion ensued. Held for further study.

## **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

Town Council liaison positions will be determined at a later date.

- 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.

Discussion ensued.

Town Planner Lisa Bryer addressed the Town Council on the proposed Jamestown Zoning Ordinance Amendments.

The Town Council deferred the agenda item to a future meeting.

- 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.

Discussion ensued. Meg Myles, 7 Felucca, representing Conanicut Island Sailing Foundation explained the need for the request.

A motion was made by Councilor Meagher with a second by Councilor Glackin to approve the Conanicut Island Sailing Foundation Request for Temporary Relocation of Program Operations and Equipment for the duration of construction. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

## 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

The Town Council extended its appreciation to Carol Nelson-Lee for her service as a member of the Board of Canvasser and extended her best wishes.

A motion was made by Councilor Meagher with a second by Vice President Brine to authorize beginning 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 Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- B) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote, duly advertised in the October 3<sup>rd</sup> and 10<sup>th</sup> 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.

A motion was made by Councilor Meagher with a second by Vice President Brine to schedule interviews with the applicants. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- 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.

The Town Council extended its appreciation to Leo Orsi for his service as a member of the Conservation Commission and extended him best wishes.

A motion was made by Councilor Meagher with a second by Councilor Ross to appoint Jeff Boal to the Conservation Commission for a three-year term ending 12/31/2027. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- 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.

A motion was made by Councilor Meagher with a second by Vice President Brine to schedule interviews with the applicants. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- 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.

A motion was made by Councilor Meagher with a second by Councilor Ross to appoint Lisa Rafferty to the Jamestown Housing Authority for a five-year term ending 12/31/2029. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- 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.

A motion was made by Councilor Meagher with a second by Vice President Brine to schedule interviews with the applicants. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- 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.

A motion was made by Councilor Meagher with a second by Vice President Brine to schedule interviews with the applicants. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- 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.

The Town Council expressed its heartfelt gratitude to Rosemary Enright for her years of dedicated service on the Planning Commission and extended their best wishes.

A motion was made by Councilor Meagher with a second by Vice President Brine to reappoint Diane Harrison to the Planning Commission for a four-year term ending 12/31/2028. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

A motion was made by Councilor Meagher with a second by Vice President Brine to schedule interviews with Nicholas Insana. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- 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.

A motion was made by Councilor Meagher with a second by Vice President Brine to appoint James Simmons, Michele S. Foster and Mark Carneval to the Tree Preservation and Protection Committee, with a three year-term ending 12/31/2027. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- 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, 1<sup>st</sup> alternate, 2<sup>nd</sup> alternate, and 3<sup>rd</sup> alternate.

A motion was made by Councilor Meagher with a second by Councilor Glackin to appoint James Sisson as a full member of the Zoning Board of Review with a five-year term ending 12/31/2029, and to appoint John Shekarchi as the 1<sup>st</sup> alternate and Robert Macini as the 2<sup>nd</sup> alternate to the Zoning Board of Review with a one-year term ending 12/31/2025.

A motion was made by Councilor Meagher with a second by Vice President Brine to schedule interviews with Nicholas Insana. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

**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 27<sup>th</sup> and December 5<sup>th</sup> 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.

Vice President Brine 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 Brine with a second by Councilor Ross to approve the Short-Term Rental applications for licensing as listed on the Consent Agenda. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Glackin, Aye; and Councilor Ross, Aye.

A motion was made by Vice President Brine with a second by Councilor Ross to accept the Consent Agenda. Vote: Vice President Brine, Aye; Councilor Ross, Aye; Councilor Glackin, Aye; and Councilor Brine, Aye.

#### **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

A motion was made by Vice President Brine to reconvene Executive Session with a second by Councilor E. Ross. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

#### **XV. RECONVENE EXECUTIVE SESSION**

- 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).

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

It was announced that 2 votes were taken.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve the purchase of 73 Pemberton Avenue, Jamestown, RI with the following stipulations:

- 1) Approval of the purchase of the house and sub-divided lot for \$475,000.
  - a) Subject to a home inspection and appraisal of no less than \$475,000.
  - b) Subject to approved sub-division
  - c) The Town will pay for all expenses related to the sub-division process.
  - d) The Town will allow the current owner to remain in the home rent-free for a period not to exceed one year.
  - e) The house and land shall be deed-restricted as an affordable housing unit.
  - f) Property owner to assume all tax liability.
  - g) House shall be owner occupied.
- 2) Approval of an adjustment to the Community Development Block Grant application for this project. The previous amount approved was \$375,000. The amount to be reduced to \$245,000.
- 3) Approval of up to \$150,00 from the Jamestown Affordable Housing Trust Fund to be allocated to the 73 Pemberton Avenue Project.

Back to the Vote. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; E. Edward Ross, Aye; Councilor Glackin, Aye.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve the purchase of 15 West Street, Jamestown, RI with the following stipulations:

- 1) Approval of the purchase of the land only for \$350,000.
  - a) Subject to an appraisal of no less than \$350,000.
  - b) Subject to verifying the current owner (s) meet the 80%-2-person income for FY 2024 RI Income Limits
  - c) The Town will pay for all expenses related to the property transfer.
  - d) Property owner to assume all tax liability.
  - e) Payment of existing mortgage (\$250,000) by owner at closing.
  - f) The house and land shall be deed-restricted as an affordable housing unit.
  - g) Subject to award of CDBG funds of \$250,000
- 2) Approval of no more than \$150,000 from the Jamestown Affordable Housing Trust Fund to be allocated to this project.
- 3) Approval for the transfer of the land ownership to CCHC to be placed in CCHC land trust program with deed restrictions as shown in example lease.

Back to the Vote: Vote: Vice President Brine, Aye; Councilor Meagher, Aye; E. Edward Ross, Aye; Councilor Glackin, Aye.

**XVI. ADJOURNMENT**

A motion was made by Councilor Meagher with a second by Councilor Glackin to adjourn at 10:18 p.m. Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

Attest:

Roberta J. Fagan, CMC, Town Clerk



**TOWN COUNCIL SPECIAL MEETING**  
**Thursday, December 26, 2024**

**I. ROLL CALL**

A special meeting of the Jamestown Town Council was held on December 26, 2024. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, and Erik Brine. E. Edward Ross, and Mary G. Glackin were absent..

Also, in attendance: Town Administrator Edward A. Mello, Assistant Solicitor David Petrarca , Public Works Director Michael Gray and Town Clerk Roberta Fagan.

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

Town Council President Beye called the meeting of the Jamestown Town Council to order at 3:19 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

**III. NEW BUSINESS**

- A) Review, Discussion, and or Action and or Vote: At the request of William Hutchinson and Victoria Valentine, permission to establish a family burial plot on their private property, located at 79 Hamilton Avenue, Plat 9 Lot 859, with specific requirements as detailed in the memorandum from Public Works Director Michael Gray.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve the request of William Hutchinson and Victoria Valentine to establish a family burial plot on their private property, located at 79 Hamilton Avenue, Plat 9, Lot 859 with the following requirements:

1. As requested, the applicant provided a site plan illustrating the family burial plot. This is consistent with the Town of Jamestown guidelines established for burials on private properties, which include the following:
  - a. The site plan must indicate the burial plot dimensions, setbacks from property lines, and the required twenty-five (25) foot protection zone.
2. The applicant shall provide the Town with a copy of the Burial Transit Permit from the Rhode Island Department of Health and the Rhode Island Vital Events Registration System (RIVERS). This permit will specify that the method of disposition is "Burial." The cemetery location will be listed as "Other," with the exact address specified as "79 Hamilton Avenue, Jamestown, RI 02835." This information is provided as directed by William Lyons, the Death Registration Manager at the Rhode Island Department of Health, Vital Records.

3. Conditions of approval:

- a. A family burial plot must be maintained by the property owner in a manner that promotes public safety, health, and environmental preservation.
- b. The owner of the burial plot must keep the site free of hazards, such as unstable ground, improperly sealed graves, or overgrown vegetation, and maintain it in a respectful and aesthetically pleasing manner.
- c. The applicant shall obtain all State and local approvals as may be required for a burial plot on private property in Rhode Island.
- d. A surveyed site plan of the burial plot must be recorded in the Jamestown Land Evidence Records within 90 days of Town Council approval.

Bake to the Vote. Vote: President Beye, Aye; Vice President Brine, Aye, and Councilor Meagher, Aye.

**IV. ADJOURNMENT**

A motion was made by Councilor Meagher with a second by Vice President Brine to adjourn at 3:24 p.m. Vote: President Beye, Aye; Vice President Brine, Aye; and Councilor Meagher.

Attest:

Roberta J. Fagan, CMC, Town Clerk

January 7, 2025

Sunset Oyster Farms  
c/o Tony and Joe Pinheiro  
161 Beacon Avenue  
Jamestown, Rhode Island 02835

At their meeting on January 6, 2025 the Jamestown Town Council considered your request to place a floating upweller to be located at Fort Getty in 2025.

As a result, the Jamestown Town Council approved your proposal with the following stipulations:

- The size of the float shall be no greater than 4' by 20';
- Vessel shall meet all local, state, and federal requirements;
- Shall be subject to reassessment in December, 2025;
- No equipment shall be left on the pier deck outside of the designated work area of 240 square feet;
- Sorter and equipment shall be removed from ponton boat and deck when not in use;
- Insurance and/or bond requirement to be established by the Town;
- The Harbormaster shall have full authority to remove all equipment at any time;
- Required removal of equipment based upon predicted inclement weather conditions;
- Rate shall be consistent with current vessel rate, subject to reassessment in December, 2025;
- Vessels and all equipment, when not in use, shall be removed from Town property in accordance with all local rules and regulations, and state laws;
- No public access shall be permitted onto the float;
- No electricity to be used for operation;
- Must obtain and maintain a CRMC permit.

The Town's insurance carrier has indicated that the following insurance coverage must be provided: minimum general liability limits - \$2,000,000 per occurrence, \$5,000,000 aggregate, with carrier rated B+ or better by A.M. Best or other national rating agency, list the Town of Jamestown as an additional insured – Endorsement CG 02 37. The Town will not waive subrogation rights as the Trust General Liability Policy has an express restriction against agreeing to such a waiver. Please provide the binder as soon as possible.

Sincerely,

Jim Heagney,  
Harbor Executive Director

## **Jamestown 250 Commission [DRAFT Meeting Minutes]**

**Meeting Date: October 30, 2024**

**Meeting Time: 4:30 PM**

**Meeting Location: Jamestown Town Hall Conference Room  
93 Narragansett Avenue  
Jamestown, Rhode Island 02835**

### **Call to Order, Pledge of Allegiance, Roll Call:**

The meeting was called to order by RI250 Program Coordinator, Lauren Fogarty, at 4:42 PM.

Members Present: Dennis Webster, Joyce Hooley Bartlett, Kevin McLaughlin, Linda Warner, Laura Goldstein

Members Absent: None.

### **Overview of the 250<sup>th</sup> Commission**

Lauren Fogarty, Program Coordinator for the RI250 Commission, outlined the commission's mission and emphasized the significance of Rhode Island's 250th anniversary. Key objectives include fostering community engagement and promoting historical awareness, alongside responsibilities such as planning events, collaborating with local organizations, and securing funding.

Dennis Webster inquired about the RI250 Commission's expectations from the Jamestown 250 Commission. Ms. Fogarty responded that they seek an active and engaged Jamestown during this milestone. Kevin McLaughlin introduced himself as the Co-Chair of Brown 2026 and offered insights into their plans, extending support based on his experience.

Joyce Hooley Bartlett asked whether there are plans to ensure that the efforts leading up to this milestone will benefit future generations, including educational resources, memorials, and archival components. In response, Ms. Fogarty introduced the state's initiative to plant a Liberty Tree with a commemorative placard in all thirty-nine municipalities, potentially as part of a combined event with RI250.

Ms. Fogarty presented resources from the American Association for State and Local History (AASLH) to guide future discussions and initiatives. Potential initiatives discussed included town lecture series on local history, service projects like beach clean-ups, and cultural celebrations honoring local influences in music, art, and literature. Linda Warner raised the possibility of featuring Beavertail and the Conanicut Battery during the celebrations. Laura Goldstein highlighted that the RI Daughters of the American Revolution and the RI Sons of the American Revolution can host genealogy events to help residents explore their ancestry.

Laura inquired about the resources RI250 would offer to the Jamestown Commission. Ms. Fogarty explained that RI250 is exploring grant opportunities to support local committees. Additionally, she recommended fundraising and sponsorships from local businesses and introduced available grant opportunities from the National Park Service and the Rhode Island Council for the Humanities. Ms. Fogarty committed to keeping the commission updated on new

opportunities and offering state support as needed. She urged members to review the resources from AASLH before the next meeting to ensure everyone is aligned in their thinking and guiding themes.

### **Set Future Meeting Dates**

The Commission discussed frequency but ultimately landed on holding meetings every two weeks. After further discussion, the commission decided that they wished to include the option to revise this schedule in the future. The Commission agreed that the meetings should be held in the same place if available. The upcoming meeting schedule is as follows:

1. **Thursday, November 14th at 4:30 PM**
  - No meeting on November 27th (Thanksgiving Break)
2. **Wednesday, December 11th at 4:30 PM**
  - No meeting on December 25th (Christmas Break)
3. **Wednesday, January 8th at 4:30 PM**
4. **Wednesday, January 22nd at 4:30 PM**

Dennis Webster moved to establish a meeting schedule for the Commission to meet every two weeks in the Town Hall conference room with the option to revise this schedule in future meetings, seconded by Joyce Hooley Bartlett. The motion passed unanimously.

### **Other Business:**

The Commission agreed that the agenda for the next meeting should include the following items:

1. Call to Order, Pledge of Allegiance, Roll Call
2. Election of Officers
  - Chairperson
  - Vice-Chairperson
  - Secretary
3. Discussion on Initial Plans and Ideas
  - Brainstorming session for potential events and activities
  - Identification of key milestones and timelines
4. Adjournment

### **Adjournment:**

Dennis Webster moved to adjourn, seconded by Linda Warner. The motion passed unanimously, and the Commission adjourned at 5:48 PM.

## **Jamestown 250 Commission**

**Meeting Date: November 14, 2024**

**Meeting Time: 5:00 PM**

**Meeting Location: Jamestown Town Hall Conference Room  
93 Narragansett Avenue  
Jamestown, Rhode Island 02835**

### **I. Call to Order and Roll Call:**

The meeting was called to order by RI250 Program Coordinator, Lauren Fogarty, at 5:00 PM.

Members Present: Dennis Webster, Joyce Hooley Bartlett, Kevin McLaughlin, Linda Warner, Laura Goldstein

Members Absent: None.

### **II. Minutes**

Ms. Fogarty asked if there were any requests to amend the minutes. There were no requested changes. Dennis Webster made a motion to approve the October 30<sup>th</sup>, 2024 minutes, seconded by Joyce Hooley Bartlett. The motion passed unanimously.

### **III. Nomination of Committee Chairperson and Secretary**

Ms. Fogarty asked if there were any nominations or interested parties for the roles of Chairperson, Vice-Chairperson, and Secretary. Laura Goldstein offered to serve as Vice-Chairperson. Joyce Hooley Bartlett offered to serve as Secretary. Dennis Webster offered to serve as Chairperson.

Ms. Fogarty made a motion to nominate Dennis Webster as Chairperson of the Jamestown 250<sup>th</sup> Commission, seconded by Laura Goldstein. The motion passed unanimously.

Dennis Webster made a motion to nominate Joyce Hooley Bartlett as Secretary of the Jamestown 250<sup>th</sup> Commission, seconded by Linda Warner. The motion passed unanimously.

Dennis Webster made a motion to nominate Laura Goldstein as the Vice-Chairperson of the Jamestown 250<sup>th</sup> Commission, seconded by Joyce Hooley Bartlett.

### **IV. New Business:**

Dennis Webster introduced a draft outline for the 250th Anniversary of Jamestown. The outline included historic sites, significant dates, and key resources that document the town's history. He invited feedback from the Commission members. Laura Goldstein emphasized the importance of including the indigenous perspective in the anniversary planning, and Dennis Webster agreed, noting the significant history of enslaved and free Black populations in the town. Ms. Fogarty recommended exploring the possibility of creating a land acknowledgment for use at events to ensure representation of these communities. She also suggested incorporating a timeline that highlights local indigenous history, similar to timelines used by other municipalities for major anniversaries. Joyce Hooley Bartlett offered resources from the Diversity Council of the Jamestown Historical Society, and the Commission agreed that collaborating with the Historical Society was essential.

Dennis Webster also proposed the idea of creating a book to document the town's history in relation to the 250th Anniversary. He recommended focusing on a more specific historical period for this project, with broader historical events to be explored during the town's 350th anniversary. Linda Warner suggested reviewing the approaches other towns are taking for their Semiquincentennial celebrations to guide their planning. Joyce Hooley Bartlett asked the Commission to consider the broader mission of the anniversary and what they hoped to accomplish. She proposed the idea of creating a walking tour with QR codes to share the town's history with visitors. Ms. Fogarty recommended working with Fresh Maps, a group that is undertaking similar projects in Portsmouth. Kevin McLaughlin agreed with setting a focused scope for the 250th Anniversary and emphasized the importance of creating a sustainable model for future projects. Dennis Webster suggested that the Commission concentrate on the period from the First Taxes of Settlers through the end of the Revolutionary War and the British evacuation of Jamestown. Laura Goldstein proposed focusing on fifty-year periods within that timeline. The Commission agreed that a focused approach with clear thematic ties would be beneficial.

Ms. Fogarty recommended reading the *AASLH Making History at 250 Field Guide*, which organizes potential themes for anniversary programming. She noted that the themes in the guide—*Power of Place, We the People, and American Experiment*—align well with the questions the Commission was discussing. Ms. Fogarty also suggested that the Commission create a mission statement to guide its efforts and use key observance days as anchor points for their programming. Kevin McLaughlin highlighted the importance of identifying local partners to support the Commission's initiatives, and the group agreed to review the provided resources, create their own lists of potential partners, and workshop these ideas at the next meeting.

In terms of Grants, Ms. Fogarty recommended that the Commission identify signature initiatives and begin preparing proposals to apply for the 2025 grant programs. Joyce Hooley Bartlett offered the support of the Historical Society in this process.

#### **V. Set Future Meeting Schedule:**

The Commission discussed frequency but ultimately landed on holding meetings every two weeks. The upcoming meeting schedule is as follows:

- 1. Wednesday, December 11th at 4:30 PM**
  - o No meeting on December 25th (Christmas Break)
- 2. Wednesday, January 8th at 4:30 PM**
- 3. Wednesday, January 22nd at 4:30 PM**

The Commission reaffirmed that meetings will be held every two weeks on Wednesdays at 4:30 PM in the Town Hall conference room, with the option to revise this schedule in future meetings.

#### **VI. Other Business:**

No other business was discussed.

**VII. Adjournment:**

Dennis Webster moved to adjourn, seconded by Linda Warner. The motion passed unanimously, and the Commission adjourned at 6:12 PM.

2024 Affordable Housing Committee Attendance													
	1/10	2/21	2/26	3/20	4/17	5/15	6/26	7/17	8/21	9/18	10/16	11/20	12/18
Bob Plain	P	P	P	P	P	P	P	P	P	P	P	A	P
Quaker Case	P	P	P	P	P	P	P	P	P	P	P	P	P
Fred Pease	P	P	A	A	P	P	P	P	P	P	A	A	P
Job Toll	P	P	P	P	P	P	A	P	P	P	P	P	P
Wayne Moore	P	P	P	P	P	A	A	A	A	P	P	P	A
David Pritchard	P	P	P	P	P	P	P	A	P	P	P	P	P
Lisa Bryer	P	P	P	P	P	P	P	P	P	P	P	P	P
Mary Meagher	P	P	P	P	A	P	P	A	P	P	A	A	P
Susan Gorelick	P	P	P	P	P	P	P	P	A	P	A	P	P



## TOWN OF JAMESTOWN

P.O. Box 377  
93 Narragansett Ave.  
JAMESTOWN, RHODE ISLAND 02835

Planning Office (401) 423-7210

Approved as written

### Jamestown Affordable Housing Committee Minutes

September 18, 2024 at 4:45 pm

Small Conference Room

93 Narragansett Avenue, Jamestown, RI 02835

#### I. Call to Order

The meeting was called to order at 4:45 p.m. The following members were present: Bob Plain, Wayne Moore, Lisa Bryer, Job Toll, Quaker Case, Dave Pritchard, Mary Meagher, Susan Gorelick, and Fred Pease

Also present: Carrie Kolb, Richard Doyle

#### II. Approval of Minutes

a. August 21, 2024 - review, discussion and/or action and/or vote

A motion was moved by Pritchard and seconded by Toll to approve the minutes from the August 21, 2024 meeting as written. All in favor.

III. **Public Comment** – Richard Doyle said that the committee has a straightforward plan and he hopes to bring it to a larger city.

IV. **Letter review** - review, discussion and/or action and/or vote

A draft letter was shared with the committee prior to the meeting. The letters intent was to get the Affordable Housing Committee, Town Council, School Committee, Housing Authority and Senior Center together for a Community Charette on Affordable Housing. The question was asked if other groups should be included like Conservation Commission, Shores Association, Fire Department, Chamber of Commerce, etc. The letter will be put on hold right now because there will be a public forum for the Comprehensive Plan. Bryer spoke with the Comprehensive Plan Consultants and told them we needed to have a large public forum meeting, that will probably take place in November. Housing will be discussed as it is one of the elements of the comprehensive plan. Bryer said at a larger meeting where issues and ideas are discussed, we can identify who has an interest in affordable housing. Plain wants to go into the meeting with a development plan. Bryer will send the committee a copy of the housing element from the last comp plan and the committee can review with the lens of “what needs to be changed, what is still relevant and what’s missing”. At the October meeting, the committee will get ready for the public forum.

Discussion of having a charrette among ourselves ensued. Bryer said a charrette has to be very organized. Plain and Gorelick liked the idea of going in with a development plan.

The committee will prepare for comp plan public workshop at the next meeting.

Affordable Housing Committee  
September 18, 2024  
Page 2 of 2

**V. Comprehensive Plan** - review, discussion and/or action and/or vote

The Comprehensive Plan has 7 elements, which guides development for 10 years and plans for next 20 years. Goals, policy and action items are within each element. The re-write and update is a year-long process. The Planning Commission has a kick-off meeting with the Planning Commission later tonight.

**VI. FY 2026 funding** - review, discussion and/or action and/or vote

Discussion on bonds, allocation of real estate transfer tax, CDBG funding ensued. The question was raised should this committee ask local candidates about affordable housing? A more pointed question should be asked, for example "Would you pledge to support a bond for affordable housing?"

Meet the candidate events:

October 9<sup>th</sup> at Narragansett Café from 5:30-7:30 pm

October 15<sup>th</sup> at Jamestown Library sponsored by Shore's Association from 6:30-7:45 pm.

**VII. Member Reports (5 min)** - review, discussion, and/or action and/or vote

Bryer was approached by a resident. They had calculated how many vacant houses were in Jamestown and wanted to come up with a strategy on how to reach out to the owners to make them available for rentals.

Bryer said the CDBG applications are moving along for submission.

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

Next meeting will be on October 16, 2024 at 4:45pm

**IX. Adjournment**

A motion to adjourn at 5:45pm was moved by Toll and seconded by Pease. All in favor.



**TOWN OF JAMESTOWN**  
P.O. Box 377  
93 Narragansett Ave.  
JAMESTOWN, RHODE ISLAND 02835

Planning Office (401) 423-7210

Approved as written

**Jamestown Affordable Housing Committee Minutes**

October 16, 2024 at 4:45 pm

Small Conference Room

93 Narragansett Avenue, Jamestown, RI 02835

**I. Call to Order**

The meeting was called to order at 5:00pm. The following members were present:

Bob Plain, Wayne Moore, Lisa Bryer, Job Toll, Quaker Case, Dave Pritchard, and

Also present: Carrie Kolb, Richard Doyle

Not present: Susan Gorelick, Fred Pease and Mary Meagher

**II. Approval of Minutes - review, discussion and/or action and/or vote**

a. September 18, 2024

A motion was moved by Moore and seconded by Toll to accept the minutes as written. All in favor.

**III. Public Comment -none**

**IV. Comprehensive Plan - review, discussion and/or action and/or vote**

a. 2015 Comprehensive Plan review and update of Housing Element –

Review and updates will take place at the next meeting.

b. Review and update Housing Action Plan

The committee reviewed and updated the Housing Action Plan. The plan is still a valid.

Actions, time frames, initiation responsibility, resources and status were updated throughout the document.

c. Public Workshop, Wednesday, November 13 at Recreation Center starting at 5:30 pm for food & drink and workshop begins promptly at 6:00 pm.

Bryer presented the details for the Jamestown Comprehensive Plan Public Workshop. It will be held on Wednesday, November 13 from 5:30-9:00 pm at the Recreation Center, 41 Conanicus Avenue. The purpose and goal is to help plan Jamestown's Future with the 2025 Comprehensive Plan update. The topics to be discussed include: housing, historic preservation, sustainability, public services and more! Food and drink will be served at 5:30 pm. The facilitated workshop begins at 6:00 pm. Childcare is available at the Lawn School through the Recreation Department. All were encouraged to RSVP and attend.

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

Next meeting November 20, 2024 at 5:00pm

Affordable Housing Committee Minutes  
September 16, 2024  
Page 2 of 2

**VI. Adjournment**

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

Attest:

Carrie Kolb



**TOWN OF JAMESTOWN**  
P.O. Box 377  
93 Narragansett Ave.  
JAMESTOWN, RHODE ISLAND 02835

Planning Office (401) 423-7210

Approved as written

**Jamestown Affordable Housing Committee Minutes**

November 20, 2024 at 5:15pm

Small Conference Room

93 Narragansett Avenue, Jamestown, RI 02835

**I. Call to Order**

The meeting was called to order at 5:15pm and the following members were present: Quaker Case, Job Toll, Susan Gorelick, Wayne Moore, and Dave Pritchard, Lisa Bryer.

Not present: Bob Plain, Fred Pease and Mary Meagher

**II. Approval of Minutes**

a. October 16, 2024 - review, discussion and/or action and/or vote

A motion was moved by Toll and seconded by Moore to approve the minutes from the October 16, 2024 meeting as written. All in favor.

**III. Public Comment - none**

**IV. 2025 Comprehensive Plan - review, discussion and/or action and/or vote**

a. 2015 Comprehensive Plan review and update of Housing Element –

b. Review and update Housing Action Plan

The Housing Element was reviewed and it was updated with comments.

- Impact on Rentals:
- Military: Short Term Rentals cause less military housing
- Short Term Rentals: owners should not be able to have more than one Short Term Rental or they should pay a lot more for having more than one.
- Barriers:
- Water: Water study is needed on non-water areas and capacity and overall capacity.  
Solution: water catchment, education and approvals.
- Funding: this is the biggest obstacle because of the price of housing and land.  
Solutions/ideas:
- Suggestions: Split large homes into multiple units. Create condos to minimize ADUs for affordable ownership not rentals

**V. 2025-26 Town Budget - review, discussion and/or action and/or vote**

Bryer shared the Planning Department Capital budget request for FY 2024-2025. The Affordable Housing Trust was discussed. Last year, \$225,000 was requested as the budget, and it was funded at \$100,000 due an extraordinary circumstance with the school budget. Discussion ensued of how much to ask for in the FY 2024/2025 budget for the Affordable Housing Trust Fund. A motion was moved by Toll and seconded by Gorelick to send a memo from the

Affordable Housing Committee Minutes  
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Affordable Housing Committee to the Town Council to ask for a \$225,000 minimum or 50% of three-year average of the Real Estate Conveyance Tax this year, whichever is higher.  
All in favor.

**VI. Member Reports (5 min) - review, discussion, and/or action and/or vote - None**

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

Next meeting December 18, 2024 at 5:00pm

**VIII. Adjournment**

A motion to adjourn at 6:20pm was moved by Toll and seconded by Pritchard. All in favor.

**JAMESTOWN BOARD OF CANVASSERS MEETING MINUTES  
TUESDAY, NOVEMBER 26, 2024  
3:00 P.M.**

**I. CALL TO ORDER; ROLL CALL**

A meeting of the Board of Canvassers was called to order at 3:08 P.M. at 93 Narragansett Ave in the Rosamond A. Tefft Council Chambers. Board of Canvassers Members present were as follows: Ms. Carol Nelson-Lee, and Mr. Hugh Murphy. Absent from the meeting were as follows: Mr. Kenneth Newman, Ms. Katherine Wineberg and Ms. Jennifer Thran.

Also in attendance was Keith Ford, Deputy Town Clerk/Clerk to the Board of Canvassers.

**II. Minutes**

- A) Review, Discussion, and/or Action and/or Vote:
- 1) Board of Canvassers meeting of October 15, 2024.
  - 2) Board of Canvassers meeting of October 18, 2024.
  - 3) Board of Canvassers meeting of October 31, 2024.
  - 4) Board of Canvassers meeting of November 5, 2024.
  - 5) Board of Canvassers meeting of November 6, 2024.

Ms. Nelson-Lee opened the agenda item for the above minutes. Mr. Murphy made a motion to accept all of the meeting minutes presented with a second by Ms. Nelson-Lee. Vote: Ms. Nelson-Lee, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

**III. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: 2025-2026 Budget discussions.
- 1) Board of Canvassers Stipend Increase
  - 2) Poll Worker Pay Increase.

Ms. Nelson-Lee opened the agenda item of 2024-2025 budget discussions. Mr. Murphy commented that he based his increase with the stipend for the Board of Canvassers on the increased number of hours required to participate in Board activities and the hourly rate based on the stipend vs. hours worked. The second component is that of Ms. Laura Goldstein's poll worker pay increase which was outlined in a previous meeting by a presentation by Ms. Goldstein. Mr. Murphy would like to have Mr. Ford add the numbers in the budget sheets to see the added totals that would be voted on by the Board. Mr. Ford commented he will do that and review it with Mr. Murphy. Ms. Nelson-Lee commented that she would like Mr. Murphy along with Ms. Goldstein to present their proposal to the Town when the time comes. No Action/Vote taken.

**IV. NEW BUSINESS**

- A) Review, Discussion, and/or Action, and/or Vote: Local Candidate and Local Question Certification for the 2024 General Election.

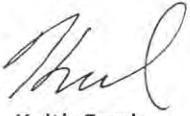
Ms. Nelson-Lee opened the agenda item for the local candidate and local question certification for the 2024 General Election. The official results were reviewed as a Board. Mr. Murphy made a motion to certify the Local Candidates Official Results with a second by Ms. Nelson-Lee. Vote: Ms. Nelson-Lee, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

Mr. Murphy made a motion to certify the Local Questions Official Results with a second by Ms. Nelson-Lee. Vote: Ms. Nelson-Lee, Aye; and Mr. Murphy, Aye. Vote Passed unanimously.

**VI. ADJOURNMENT**

Mr. Murphy made a motion to adjourn with a second by Ms. Nelson-Lee. Vote: Ms. Nelson-Lee, Aye; and Mr. Murphy, Aye. Vote Passed unanimously. Meeting was adjourned at 3:19 P.M.

Attest:



Keith Ford

Deputy Town Clerk/Clerk to the Board of Canvassers

CC: Town Council Members (5)  
Board of Canvassers (5)  
Roberta Fagan, Town Clerk

**JAMESTOWN HOUSING AUTHORITY**  
**Board of Commissioners**  
**Wednesday, October 16, 2024, Meeting Minutes**

The Commissioners of the Jamestown Housing Authority met in session at 9:00 a.m. on October 16, 2024. The members were able to declare a quorum.

CALL TO ORDER 9:01 a.m.; ROLL CALL by Executive Director Nikki Vazquez

Chairwoman: Lisa Rafferty – Present

Vice-Chair: Joe Cannon – Excused Absence

Commissioner: Susan Romano – Present

Commissioner: Bob Plain – Present

Commissioner: Gerald Precious- Present

Also in Attendance: Nikki Vazquez- Executive Director, Bethany Hashway, and Louise Marcus Esq.

Public Present: No members of the public were present at this meeting.

**Approval of Minutes**

Motion made by Commissioner Precious to approve the minutes of the meeting held on September 18, 2024. This motion was seconded by Commissioner Romano and unanimously passed.

**Friends of Jamestown Housing**

A motion was made by Commissioner Romano to approve the Friends of Jamestown Housing report regarding the Community Room Renovation update. This motion was seconded by Commissioner Precious and unanimously passed.

**Communications**

Motion made by Commissioner Precious to approve the Communications. The motion seconded by Commissioner Romano and unanimously passed.

**Community Development Block Grant**

Motion made by Commissioner Romano to approve the Resolution to support an application for a \$500,000 CDBG for the renovation of the JHA bathrooms. This motion was seconded by Commissioner Precious and unanimously passed with Commissioner Plain recusing.

**Executive Director Report**

Motion made by Commissioner Plain to approve the Executive Directors Report. This motion was seconded by Commissioner Precious and unanimously passed.

**Action Item**

Motion made by Commissioner Plain to approve the September 2024 bills. This motion was seconded by Commissioner Romano and unanimously passed.

**Commissioner Reports and Requests** - Commissioner Romano mentioned she connected with Executive Director Vazquez about having a presentation regarding Preventing Falls.

**Public Comment** – No public comment

A motion to adjourn the meeting was made by Commissioner Romano, this motion was seconded by Commissioner Precious and unanimously carried. The meeting was adjourned at 9:55 a.m

**JAMESTOWN HOUSING AUTHORITY**  
**Board of Commissioners**  
**Wednesday, November 13, 2024, Meeting Minutes**

The Commissioners of the Jamestown Housing Authority met in session at 9:00 a.m. on November 13, 2024. The members were not able to declare a quorum.

CALL TO ORDER 9:16 a.m.; ROLL CALL by Executive Director Nikki Vazquez

Chairwoman: Lisa Rafferty – Present

Vice-Chair: Joe Cannon – Excused Absence

Commissioner: Susan Romano –Present

Commissioner: Bob Plain – Absent

Commissioner: Gerald Precious- Excused Absence

Also in Attendance: Nikki Vazquez- Executive Director, Bethany Hashway, and Louise Marcus Esq.

Public Present: No members of the public were present at this meeting.

**Approval of Minutes - No quorum**

The minutes of the meeting held on October 16, 2024, were reviewed by those present.

**Communications - No quorum**

Communications were discussed by those present.

**Executive Director Report - No quorum**

Executive Director's Report was reviewed by those present.

**JHA 2025 Board Meeting Schedule - No quorum**

a. December Meeting December 9, 2024, at 9:00a.m.

b. 2025 Meeting Schedule

Meeting schedules were reviewed by those present.

**Action Item - No quorum**

October 2024 bills were reviewed by those present.

**Commissioner Reports and Requests-**

**Public Comment** – No public comment

The meeting was adjourned at 9:55 a.m.

**JAMESTOWN HOUSING AUTHORITY**

**BOARD OF COMMISSIONERS**

**2025 Schedule of Regular Meetings**

All meetings are held in the Jamestown Housing Authority Community Room, 45 Pemberton Avenue, Jamestown, Rhode Island, at 9:00 am on the dates indicated:

February 12

March 5

April 9

May 7

June 11

September 3

October 8

November 12

December 10

Posted by JHA Management 12.11.2024

Planning Commission Attendance  
1/3/2024 - 12/18/2024

	1/3/2024	1/17/2024	2/7/2024	2/21/2024	3/6/2023	3/20/2024	4/3/2024	4/17/2024	5/1/2024
Mick Cochran	P	P	P	P	P	P	cancelled	P	cancelled
Rosemary Enright	A	P	P	P	A	P		P	
Diane Harrison	P	P	P	P	P	A		P	
Dana Prestigiacom	P	P	P	P	P	A		P	
Bernie Pfeiffer	P	A	P	P	P	P		P	
Duncan Pendlebury	P	P	P	P	P	P		P	
Michael Swistak	P	P	P	P	P	P		P	

	5/15/2024	6/5/2023	7/3/2024	7/17/2024	8/7/2024	8/21/2024	9/4/2024	9/18/2024	10/2/2024
Mick Cochran	P	P	cancelled	P	P	P	cancelled	P	P
Rosemary Enright	P	P		P	P	P		A	P
Diane Harrison	P	P		P	P	A		P	P
Dana Prestigiacom	P	P		A	P	P		P	P
Bernie Pfeiffer	P	P		P	P	P		P	A
Duncan Pendlebury	P	A		P	P	P		P	P
Michael Swistak	A	P		P	P	P		P	P

	10/16/2024	11/6/2024	11/20/2024	12/4/2024	12/18/2024
Mick Cochran	P	cancelled	A	cancelled	A
Rosemary Enright	P		P		A
Diane Harrison	P		P		P
Dana Prestigiacom	P		P		P
Bernie Pfeiffer	P		P		P
Duncan Pendlebury	P		P		A
Michael Swistak	P		P		P



**TOWN OF JAMESTOWN**  
P.O. Box 377  
93 Narragansett Ave.  
JAMESTOWN, RHODE ISLAND 02835

Planning Office (401) 423-7210

Approved as written  
**PLANNING COMMISSION MINUTES**  
**November 20, 2024**  
**6:30 PM**  
**Jamestown Town Hall**  
**93 Narragansett Ave.**

**I. Call to Order and Roll Call**

The meeting was called to order at 6:34pm. The following members were present:  
Michael Swistak – Chair  
Rosemary Enright – Secretary  
Bernie Pfeiffer  
Not present: Mick Cochran  
Duncan Pendlebury – Vice Chair  
Diane Harrison  
Dana Prestigiacommo

Also present:

Lisa Bryer, AICP - Town Planner  
Wyatt Brochu, Esq. – Ruggiero, Brochu & Petrarca  
Ashley Sweet, Weston & Sampson  
Christian Infantolino, Esq. – Murphy, Prior & Infantolino  
Patrick Freeman, PE, American Engineering  
Robert Small – applicant  
Rebecca Small - applicant

**II. Citizen's Non-Agenda Item – none**

**III. Correspondence – none**

**IV. New Business**

1. No items at this time

**V. Old Business**

1. Robert & Rebecca Small, 130 Seaside Drive, AP 5, Lot 270, High Groundwater Table and Impervious Overlay District – Zoning Ordinance Section 82-800 - Sub-district A, review and recommendation to the Jamestown Zoning Board: review, discussion, and/or action, and/or vote.

Attorney Christian Infantolino gave the project description of a proposed garage, crushed stone driveway and a raingarden. He introduced Patrick Freeman, PE with American Engineering. A motion was moved by Commissioner Swistak and seconded by Commissioner

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Pendlebury to accept Patrick Freeman, PE as an expert witness. All in favor. Freeman explained that the property was developed with a 4-bedroom OWTS. The soil evaluations place the property in Subdistrict A. The elevations were not part of the planning packet and submitted as Exhibit 1 by Christian Infantolino. The second floor of the proposed garage will be conditioned space, but not plumed. The stone patio in the backyard is pervious. The question was asked about whether the plantings in the rain garden will impact the site distance? Freeman answered that the rain garden is 29 feet to the street.

A motion was moved by Commissioner Swistak and seconded by Commissioner Pendlebury as follows:

At the November 20, 2024 Planning Commission meeting, the Planning Commission voted unanimously to recommend to the Jamestown Zoning Board, approval of the application of Robert and Rebecca Small: AP 5, Lot 270; 130 Seaside Drive, Jamestown, RI; being reviewed under Zoning Ordinance Section 800 - High Groundwater Table and Impervious Overlay District Sub-district A review in accordance with the plan entitled "**Town Submission for Rebecca Small, Located at Assessors Plat 5 Lot 270, 130 Seaside Drive, Jamestown, RI,**" Sheet 1 of 1 dated October 29, 2024. Plans by American Engineering, Inc., 400 South County Trail, Suite A 201, Exeter, RI 02822. The recommendation for approval is based on the following findings of facts and recommended conditions of approval as written and as amended at the November 20, 2024 meeting:

Findings of Fact

Existing Conditions:

1. The property is 21,600 square feet (sf) in area;
2. The existing site is developed with a 3-bedroom house, shed, crushed stone driveway, and a stone patio;
3. The total existing impervious area is **1,130 sf or 5.23%**;
4. Topography on the lot slopes from east to west (towards Seaside Drive);
5. There are no freshwater wetlands on the property;
6. Soil evaluation results show that the site falls under **Sub-district "A"** requirements of the High Groundwater Table and Impervious Overlay District with 48" to the seasonal highwater table and 28" to impervious soil;
7. The maximum impervious cover allowed is **12.0% or a maximum of 2,592 sf**;

Proposed Conditions:

8. The applicant is proposing to construct a garage (720 sf), a new crushed stone driveway and rain garden;
9. There is an existing 4-bedroom conventional OWTS (RIDEM #9815-0517). The system is current for inspection (last inspected in October 2024);
10. A rain garden is proposed to mitigate the increase stormwater runoff associated with the site improvements. The required stormwater treatment volume for the new improvements is 252 cubic feet (cf). The total proposed volume is 259 cf;

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11. The total proposed impervious cover will be **1,850 sf or 8.56%** where 12% is permitted;
12. The applicant's representatives: Christian Infantolino, Esq. of Murphy, Prior and Infantolino and Patrick Freeman, PE with American Engineering, and represented the applicant as an expert witness before the Planning Commission on 11/20/24;
13. Jamestown Engineer Jean Lambert provided correspondence to Dennis Begin, Building Official and Lisa Bryer, Town Planner dated November 5, 2024 regarding the Small application (attached) which notes that, the proposed project complies with the requirements of the HGWT ordinance. The site distance should be maintained from Seaside Drive and Spindrift Street is 29-feet, which meets the 25-foot requirement.

#### **Recommended Conditions of Approval**

1. A Special Use Permit is required per Section 800 from the Zoning Board of Review;
2. An as-built plan should be provided at the completion of construction to the Building Official depicting the size and location of the garage, size and location of the rain garden, and verifying the elevations and grading shown on the proposed site plan;
3. Erosion and sediment controls must be installed at the down gradient limits of site disturbance and maintained until stabilization of the site is attained. Erosion controls shall be maintained until final stabilization is achieved on the site;
4. Maintenance and inspection of the OWTS shall continue as required by the Town Onsite Wastewater Management Ordinance;
5. The rain garden shown on the approved site plans must be installed and maintained as outlined on the notes on the approved site plan and the Operation and Maintenance plan. The Operation and Maintenance (O & M) Plan (reproduced in 8.5" x 11" for the stormwater mitigation (vegetated swale) shall be recorded in the Office of the Town Clerk with the Zoning Approval and evidence of such shall be provided to the Zoning Board and Enforcement Officer;
6. Any additional future site work that increases the area of impervious coverage will require a review following the requirements of the High Groundwater Ordinance;
7. An additional walkway must be pervious or approved by the Zoning Board;
8. Elevation plans added as Exhibit 1 by Christian Infantolino, Esq. were not included in the original application;
9. Stone patio in rear yard is pervious;
10. Rain garden designed for 10-year storm event.

The motion carried by a 6-0 vote.

Commissioner Pendlebury, Commissioner Enright, Commissioner Harrison, Commissioner Pfeiffer, Commissioner Prestigiacomo and Commissioner Swistak voted in favor of the motion. Commissioner Cochran was not present.

2. Comprehensive Community Plan Update & Re-write 2024/2025 – Review, Discussion, and/or Action and/or Vote
  - a. Review of Comprehensive Plan Element amendments: Land Use; Economic Development; Natural Resources

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Ashley Sweet with Weston & Sampson gave a re-cap of the highly successful Comprehensive Plan Public Workshop held at the Jamestown Recreation Center on Wednesday, October 13, 2024. Sweet shared a handout with the 20 top issue/opportunity dots by category.

The Comprehensive Plan Element amendments for Land Use and Economic Development were reviewed and minor changes were made. Sweet gave a handout with proposed questions for reviewing Natural Resources, which will be discussed at the December 18, 2024 meeting.

**VI. Reports - Review, Discussion and/or Action and/or Vote**

1. Planner's Report
  - a. Future meetings – topics and application

Bryer said the December 4, 2024 meeting is cancelled due to no applications. The next meeting is December 18, 2024.

**VII. Approval of Minutes – Review, Discussion and/or Action and/or Vote**

1. October 16, 2024

A motion was moved by Commissioner Enright and seconded by Commissioner Pendlebury to approve the minutes from October 16, 2024 as amended. Commissioner Cochran abstained from the vote. All in favor.

Page 2, paragraph 3, sentence 2: changed to "...Variance previously needed to go before the Planning Commission and Zoning Board of Review."

Page 3, paragraph 1, sentence 1: "meantime" became one word

Page 3, paragraph 3, sentence 4: the word "then" removed

Page 3, paragraph 4, sentence 1: "Planning" changed to "Planner"

**VIII. Adjournment**

A motion to adjourn at 8:52 pm was moved by Commissioner Enright and seconded by Commissioner Pendlebury. All in favor.

Attest:

Lisa W. Bryer, AICP

**Jamestown Tree Preservation and Protection Committee**  
**Jamestown Town Hall**  
**93 Narragansett Avenue, Jamestown, RI**  
**Wednesday, July 17, 2024**  
**Meeting Minutes**

**Call to Order.** Jim called the meeting to order at 6:38 pm.

**Roll Call.** Committee Members In attendance: Jim Simmons, Beth Herman, Michele Foster, Darcy Magratten, Richard Kingsley, Steve Saracino. Absent: Donna Repko, Tom Waddington, Barbara Lundy.  
Guests: Chip Baertlein, BJ Whitehouse

**Reading and Approval of Meeting Minutes.** Richard made a motion to approve the minutes from the June 17, 2024 meeting. Darcy seconded the motion and all voted to approve.

**Communications.** Beth informed the committee that Donna has resigned. A brief discussion was held concerning her replacement.

Jim reported that he had received a note from the town concerning the Seaside ROW tree, but was unclear as to what they expected from the TC. BJ Whitehouse informed the TC that he had applied to become the steward of the Seaside ROW. He noted that some vegetation had been mowed and inquired as to whether this had been done by the DPW. He enquired as to the status of the disputed maple tree. Jim explained that the TC has no jurisdiction as our decision had been overridden by the town council. The council awaits a response from the new owners of the adjacent property. Steve S. noted that he had submitted his report on the tree health as per the council directive. The tree continues to decline. Mr. Whitehouse continued to express concern about the tree removal. A discussion was held about view blocking. Jim noted that if the tree were removed it would be replaced with one which would grow to be a similar size.

Mr. Whitehouse left the meeting.

**Tree Warden Report.** Steve S. summarized the July tree warden report. A tree removal request was received for 117 Garboard Street. DPW and Steve S. will review.

**Unfinished Business:**

a. Tree nursery update: The slab has been poured for the new shed. Because the grade is rather steep the door may be relocated. DPW does not want volunteer help to construct the shed.

A soft open house will be held at the nursery on July 27th from 10:00 to 12:00. Prior to the open house the nursery needs some cleanup. The mower remains broken awaiting a part and there is no wheelbarrow. Mulch is needed, as is an area to put weeds. Steve is performing the majority of cleanup to date, with help from Michele and her husband.

A meeting has been scheduled for 5:30 on July 24th to walk Narragansett Avenue to see where new trees could be placed. Richard will bring the tree inventory list.

b. Bike path update: DPW has cleared some vegetation to improve sight lines around corners. The Eldridge Avenue wall will be rebuilt. Planting will be done in the fall. Trees need to be selected from the nursery. Darcy suggested meeting with Steve S. to identify them on Saturday July 20th at 9:00.

c. UCF tree nursery irrigation grant: On hold until the shed is completed.

d. Hoop house grant update: Construction can start soon; it is not necessary for the shed to be complete. DPW hours, including equipment use, need to be tracked for grant submission. Jim will speak to Mike Gray. Steve will track his hours as well. Michele may have some ground cloth to use inside the hoop house.

e. Website and publicity updates: Michele gave \$5.00 to Beth for deposit from brochure sales.

f. Lectures and activities: Michele noted that most town residents have no idea what the TC does. Jim showed a sample laminated sandwich board describing the TC mission. It could be easily reproduced. He will make a sign for the TC open house. Future signage might include explanation of our mission, our jurisdiction, and the life cycle of a tree. This information could also be distributed to local real estate agents and lawyers. Beth made a motion to spend up to \$500 for signage, seconded by Michele. The motion was approved unanimously.

g. Revision to Town tree ordinance.

h. Update on tree located in Seaside ROW. See above.

i. Memorial tree program. Michele distributed a copy of the Norman Bird Sanctuary memorial tree program. Darcy noted that a tree plaque would cost about \$70. Steve will make a list of available trees. Possible locations might include Narragansett Avenue, the bike path, the Battery and Fort Getty. Michele made a motion to charge \$2,000 for a memorial tree along Narragansett Avenue and \$1,500 along the bike path, seconded by Jim. The motion was approved unanimously. Jim will check with the Town as to whether such signage is acceptable.

**Liaison and Other Reports:** None.

**Open Forum:** None.

**Future Agenda Topics:** Items of interest for next meeting. None.

**Adjourn.** There being no further business, Michele made a motion to adjourn. Beth seconded. All voted in favor. The meeting was adjourned at 8:22 pm.

The next meeting is scheduled for Wednesday, August 21, 2024.

Respectfully submitted  
Beth Herman, Secretary

**Jamestown Tree Preservation and Protection Committee**  
**Jamestown Town Hall**  
**93 Narragansett Avenue, Jamestown, RI**  
**Wednesday, August 21, 2024**  
**Meeting Minutes**

**Call to Order.** Jim called the meeting to order at 6:34 pm.

**Roll Call.** Committee members In attendance: Jim Simmons, Beth Herman, Michele Foster, Darcy Magratten, Richard Kingsley, Tom Waddington, Steve Saracino, Barbara Lundy.  
Guests: None

**Reading and Approval of Meeting Minutes.** Michele made a motion to approve the minutes from the July 17, 2024 meeting. Richard seconded the motion, all voted to approve.

**Communications.** A card was circulated for Donna. Jim will follow up on her potential replacement.

**Tree Warden Report.** Steve reviewed the August report.

**Unfinished Business:**

a. Tree nursery update: Mark Carnevale will receive a dogwood to replace a removed tree. It has been tagged. Garboard Street trees still under review.

Richard asked about gift cards for volunteers working on the tree inventory. These have previously been approved by the town, with \$25 for five hours.

b. Bike path update: Timing of tree planting was discussed. Steve S. noted that the selected trees have already been identified. Some will be planted in the spring. DPW will rent a tree spade to assist in planting the larger trees.

c. UCF tree nursery irrigation grant: Jim noted that a color needs to be selected for the shed. The Town has an account at Color House. Michele suggested stain as it does not require priming. She will select a color. The shed will not have a clerestory in order to allow for installation of the solar panels. Jim will contact Lou Allard re an extension of the grant.

d. Hoop house grant update: Awaiting completion of the shed.

e. Website and publicity updates: Michele noted a significant Hinoki cypress on Bay View, could be added to the tree tour, as well as the linden tree at the Conanicut Yacht Club. Tom suggested creation of a bike tree tour. Darcy will post the current list of Jamestown champion trees on the website.

Jim presented a 2' x 3' sample plastic board which could be used for publicizing TC activities. The Town has an account with Sir Speedy. Darcy will follow up. Jim has labels for the tree nursery trees. Michele has attachments which she will try.

f. Lectures and activities: see above.

g. Revision to Town tree ordinance. No discussion.

h. Update on tree located in Seaside ROW. Jim clarified the Town position, noting that at its earlier meeting, the Council did not reach a decision concerning the tree. Rather it postponed a decision for six months pending an update on the tree condition from the Tree Warden. The Council has received the Tree Warden report. Jim reiterated that the decision of the Tree Committee was to remove and replace the tree. He noted that the new owner of the adjacent property does not want to be involved. A discussion was held concerning the replacement. Richard suggested red maple, Donna recommended tupelo. Steve will research availability. Jim will present our choice to the Town Council.

i. Memorial tree program. Steve has a list of appropriate trees for Narragansett Avenue. Steve noted that Mike Gray checked with the state some time ago regarding permission to plant. He will check again to confirm. Tom asked if we could make a plan of potential plantings, perhaps an aerial view. Richard will restart the inventory and focus on south of Narragansett Avenue. Darcy asked whether it might be possible to place a metal plaque in the sidewalk in front of the memorial trees. Steve S. will check with Mike Gray.

Jim spoke with Mike Gray about the memorial tree program. Mike noted that the Town currently is in charge of memorial benches, which receive many requests. He noted that the TC needs to put together a proposal to present to the Town Council. The TC already has an existing Town bank account which would receive funds from memorial sales.

**Liaison and Other Reports:** None. The Conservation Commission does not meet in August.

**Open Forum:** Darcy noted that King high tides are expected on August 22nd and 23rd. URI and the EPA are tracking and have requested citizen photos.

**Future Agenda Topics:** Items of interest for next meeting. None.

**Adjourn.** There being no further business, Beth made a motion to adjourn. Darcy seconded. All voted in favor. The meeting was adjourned at 8:20 pm.

The next meeting is scheduled for Wednesday, September 18, 2024.

Respectfully submitted  
Beth Herman, Secretary

**Jamestown Tree Preservation and Protection Committee**  
**Jamestown Town Hall**  
**93 Narragansett Avenue, Jamestown, RI**  
**Wednesday, September 17, 2024**  
**Meeting Minutes**

**Call to Order.** Jim called the meeting to order at 6:37 pm.

**Roll Call.** Committee members In attendance: Jim Simmons, Beth Herman, Darcy Magratten, Richard Kingsley, Tom Waddington, Steve Saracino, Barbara Lundy.  
Absent: Michele Foster  
Guest: BJ Whitehouse

It was noted that Dick Steinbach is reapplying for the vacant committee position. Jim will confirm the number of permitted non-voting members.

**Reading and Approval of Meeting Minutes.** Beth made a motion to approve the minutes from the August 21, 2024 meeting. Jim seconded the motion, all voted to approve.

**Communications.** None

**Tree Warden Report.** Steve reviewed the September report. He noted maintenance continues and that the nursery was in good shape. He confirmed that a tree spade would be available in the spring. A list of suggested tree planting options was presented.

Steve presented information on the spread of beech leaf disease in Rhode Island. He noted that the beech tree near the recreation center appears to be infected, awaiting testing. There are no proven treatments. It may need to be replaced.

**Unfinished Business:**

a. Tree nursery update: Jim drilled holes for the tree tags. Darcy presented a sign mock up. She also suggested putting smaller signs on the new shed, perhaps with a "did you know?" theme. A bulletin board was suggested. Shed painting is complete, awaiting doors.

b. Bike path update: Steve S. noted that Mike Gray requested direction from the TC regarding pruning and removal of existing pine trees. Richard made a motion to have Steve communicate our previous decisions to Mike Gray. seconded by Darcy. All approved.

Darcy has Donna's plans but they are not specific. They will be refined over the winter. Richard noted that abutters need to be OK. Jim noted there are trees there already and nothing in the plans will block views.

c. UCF tree nursery irrigation grant: Jim has applied for a one year extension. He has the solar panels and hardware, which will be mounted by Ramone. They will then mount the pump and gutter system into the tank. Michele will work on piping.

d. Hoop house grant update: Steve S. will get a progress report from Joe Ford.

e. Tree inventory update: Tom, Chip, Michele and Richard have completed the inventory south of Narragansett Avenue. Tom distributed a map. It was noted that the ForestMetrix internet connection does not appear to be working. Beth will follow up with the town to determine if they are still paying for this. The phone # is 401-259-8121. Beth will check.

f. Website and publicity updates: Darcy suggested distributing tree books to interested children, tied to an event or activity. An open house was suggested. Jim suggested two events, an informal one on September 28th and another more formal one in October. Richard suggested Saturday October 12th. Darcy will work on publicity.

g. Lectures and activities: See above.

h. Revision to Town tree ordinance. No discussion.

i. Memorial tree program. Darcy reported that there appears to be a lot of interest in the program at a cost of \$1,000. A general proposal must be made to the Town Council, while Mike Gray would recommend specific locations. A plaque would be embedded in the sidewalk. The tree would be selected from the list prepared by Steve S. Tom and Darcy are working on the proposal.

It was noted that any trees planted adjacent to Bank Newport should not block its signage.

j. Update on tree located in Seaside ROW. Jim again stated that the Tree Committee decision made last year remains unchanged. Specifically, the following motion was made and approved unanimously at the September 16, 2023 meeting: "The Tree Committee accepts the Town Tree Warden's recommendation to remove the Seaside ROW tree in question. The Tree Committee further recommends that, subject to a CRMC Maintenance Assent, (a) the stump remains, (b) multiple trees are planted to replace the subject tree, with all tree recommendations to be made by the Town Tree Warden and the Tree Committee, and (c) one of the new trees will be gifted by the Rosatis, who have offered to do so." Jim made a motion to reaffirm this decision, seconded by Beth. The motion was reapproved unanimously.

BJ Whitehouse informed the TC that he had applied to become the steward of the Seaside ROW as part of the newly created ROW steward program. The decision was tabled as Mr. Russo also applied for the position. Mr. Whitehouse will write to the Town Council. He still would like information as to how many trees are removed by DPW annually. Darcy suggested he visit the tree nursery for potential tree replacements.

Beth asked what would happen if a complaint were made about an ROW path. Barbara

noted that the complaint would go to the Town. If the path were found dangerous and funds were not available to repair, the path would be closed.

Mr. Whitehouse left the meeting.

It was again noted the Mr. Russo's home is currently for sale. Barbara noted that the steward decision rests with the Conservation Commission.

**Liaison and Other Reports:** Barbara reported that John Russo attended the most recent Conservation Commission meeting.

**Open Forum:** None

**Future Agenda Topics:** Items of interest for next meeting. None.

**Adjourn.** There being no further business, Jim made a motion to adjourn. Richard seconded. All voted in favor. The meeting was adjourned at 8:03 pm.

The next meeting is scheduled for Wednesday, October 16, 2024.

Respectfully submitted  
Beth Herman, Secretary

**Jamestown Tree Preservation and Protection Committee**  
**Jamestown Town Hall**  
**93 Narragansett Avenue, Jamestown, RI**  
**Wednesday, October 16, 2024**  
**Meeting Minutes**

**Call to Order.** Jim called the meeting to order at 6:35 pm.

**Roll Call.** Committee members In attendance: Jim Simmons, Beth Herman, Darcy Magratten, Michele Foster, Richard Kingsley, Tom Waddington, Barbara Lundy.  
Absent: Steve Saracino

**Reading and Approval of Meeting Minutes.** Richard made a motion to approve the minutes from the September 17, 2024 meeting. Jim seconded the motion, all voted to approve.

**Communications.** Darcy noted that there have been 20 views on the TC website.

**Tree Warden Report.** There was no Tree Warden report this month. There were two tree removal requests. Jim will follow up with Steve.

**Unfinished Business:**

a. Tree nursery update: Darcy noted that the nursery trees need to be ID and the ones which have been chosen for the bike path need to be labeled and noted on the website. Michele noted that nurseries use colored tape to ID. Darcy made tags and Michele provided wires. The labeling is partially done.

Michele, Beth and Darcy all have trees to contribute. There is sufficient room in the nursery,. Jim can pick them up.

b. Bike path update: Darcy brought Donna's plans to the meeting. It was noted that with the exception of the pump house, the plans are generic. There may be more detail in the powerpoint. We will need to select and label specific trees so that they won't be given away. Michele asked why not move some trees now. It was noted that the DPW plans to do this in the spring when they get a tree spade.

Darcy noted that we need someone with landscape design experience to detail the plan. Steve S. was suggested - possibly the Town could pay him? There may be someone in the community with expertise. The TC could fund-raise to pay for this. Michele suggested Pam Rogers but noted she was very busy. Atlantic Landscaping was also suggested. It was also noted that the town has agreed to provide \$10,000 toward the purchase of trees. Beth

noted that URI has a landscape architecture department which might be able to take on the project as part of its community outreach requirement. She will follow up.

c. UCF tree nursery irrigation grant: The grant has been extended for an additional year. All agreed that the shed looks great. The solar panels are up. Jim has the pump, the inverter is on order. Gutters will be added to fill the water tank. The irrigation system needs to be designed. Michele suggested running the hoses above ground.

d. Hoop house grant update: It is expected that DPW will erect the hoop house in the near future. They will put the cover on so that we can do winter sowing. Darcy will check out purchasing baby trees.

e. Tree inventory update: The Verizon link for the iPad is not functioning. This means trees cannot be properly located. Beth will follow up with Tina.

f. Website and publicity updates: The open house had a small turnout but was successful. People saw the a-frames and signs which were posted. The two hour time frame was sufficient.

g. Lectures and activities: Few people attended the recent tree walk. It may have run its course as all those who were interested have previously attended. It was suggested that we could rent a van to expand the range covered. However, this would require permission from property owners as most significant trees are located on private property. Suggested trees to include were the Liberty beech and black cherry at the Battery and the giant tulip tree on Watson. It was also suggested that TC members keep their eyes open for candidates.

Scheduling lectures was discussed. Invasive species was suggested as a topic. We could ask John Campanini or Clem Desjardins. Beth suggested contacting the URI entomology department.

Darcy again recommended watching the caterpillar video on Zoom.

h. Revision to Town tree ordinance. It was agreed that this can be removed as an agenda topic as the ordinance is generally adequate. Rather it should be relabeled as "tree ordinance education" in order to increase public awareness. We may need to meet with the building inspector again. It was suggested that the town require a tree survey prior to construction. Michele noted that unfortunately people chop down trees prior to applying for a building permit. Darcy suggested speaking with the Planning Board.

i. Memorial tree program. It was noted that there is new plaque on a sugar maple tree at Fort Getty. Who put it up? Darcy will check with Mary Meagher and Jim will ask Mike Gray.

j. Update on tree located in Seaside ROW. This topic will be removed from the agenda as the TC has previously made a decision on the subject. Darcy suggested that a large tupelo be planted when the maple tree is removed. Michele noted that these are hard to find due

to their deep tap roots. It was not clear whether DPW would notify the TC when it planned to remove the tree. Beth will send the recent minutes to the Town clerk with a note.

**New Business:** None.

**Liaison and Other Reports:** Barbara noted that John Russo had applied to be steward of the Seaside ROW. However, due to incidents at other ROWs the entire program has been put on hold. There is currently no enforcement mechanism or fine for violations.

Beach grass plugs have been purchased and will be planted at the Jamestown Community Farm. They will be used for dune replenishment at Mackerel Cove. The Conservation Commission is applying for a grant to manage the replanting.

It was noted there will be a king tide on Thursday at 8:02 am.

**Open Forum:** None

**Future Agenda Topics:** Items of interest for next meeting. None.

**Adjourn.** There being no further business, Michele made a motion to adjourn. Darcy seconded. All voted in favor. The meeting was adjourned at 8:05 pm.

The next meeting is scheduled for Wednesday, November 20, 2024.

Respectfully submitted  
Beth Herman, Secretary



**Town of Jamestown  
Tax Assessor**

**93 Narragansett Avenue  
Jamestown, RI 02835**

**Phone: 401-423-9802  
Email: [cbrochu@jamestownri.net](mailto:cbrochu@jamestownri.net)**

To: COUNCIL PRESIDENT BEYE, JAMESTOWN TOWN COUNCIL

From: CHRISTINE BROCHU, JAMESTOWN TAX ASSESSOR

Subject: ADDITIONS OF TAXES FOR THE **JANUARY 6, 2025** MEETING

Please see the attached.

RESPECTFULLY SUBMITTED,

*Christine Brochu*

CHRISTINE BROCHU  
TAX ASSESSOR

YEAR	NAME/ADDRESS	COC INFO	ACCOUNT #	GROSS OLD	GROSS NEW	EXEMPT OLD	EXEMPT NEW	NET OLD	NET NEW	TAX OLD	TAX NEW	SEWER OLD	SEWER NEW
			UNIQUE ID	GROSS CHANGE	GROSS CHANGE	EXEMPT CHANGE	EXEMPT CHANGE	NET CHANGE	NET CHANGE	TAX CHANGE	TAX CHANGE	SEWER CHANGE	SEWER CHANGE
			LIST NUMBER					NET NEW	NET NEW	TAX NEW	TAX NEW	SEWER NEW	SEWER NEW
2024	[REDACTED]	18800R	01-0002-40	0	0	0	0	0	0	0.00	0.00	0.00	0.00
	[REDACTED]	12/12/2024	8/380	431,400	431,400	0	0	431,400	431,400	3,094.91	3,094.91	0.00	0.00
Accept	JAMESTOWN, RI 02835	NO LONGER TAX EXEMPT	3781	431,400	431,400	0	0	431,400	431,400	3,094.91	3,094.91	0.00	0.00
2024	[REDACTED]	18803R	01-0007-52	0	0	0	0	0	0	0.00	0.00	0.00	0.00
	[REDACTED]	12/30/2024	10/109	124,832	124,832	0	0	124,832	124,832	895.56	895.56	0.00	0.00
Accept	[REDACTED]	CERT OF OCCUPANCY	3782	124,832	124,832	0	0	124,832	124,832	895.56	895.56	0.00	0.00
		11/8/2024											

Totals For - 2024 R

556,232 3,990.47

Total Inc's: 3,990.47

Total Dec's: 0.00

556,232 3,990.47

Grand Total Inc's: 3,990.47

Grand Total Dec's: 0.00

TOTAL # Of Accts 2

MARK E. LIBERATI  
ATTORNEY AT LAW

Page 130 of 158  
57 NARRAGANSETT AVE.  
JAMESTOWN, RI 02835

p 401.447.5021  
e MARK@LP.LEGAL

December 27, 2024

Ms. Roberta Fagan  
Town Clerk  
Town of Jamestown  
93 Narragansett Avenue  
Jamestown, RI 02835

Dear Ms. Fagan:

This letter will confirm that I would be pleased to serve another term as the Probate Judge for the Town of Jamestown. It has been an honor to now serve in this position and I welcome the opportunity to do so for another term.

Sincerely,

  
Mark E. Liberati

RECEIVED  
DEC 27 2024 10:39 AM  
Roberta J. Fagan  
TOWN OF JAMESTOWN Town Clerk

Sec. 1302. - Appointment of probate judge.

The town council shall appoint, at its first meeting following its election, a member of the Bar of the State of Rhode Island, to sit as judge of the probate court and to perform those duties as required by statute. Said judge shall serve for a two year term or until a successor is appointed and qualified. Any person so appointed need not be a qualified elector of the Town of Jamestown. Said person so appointed shall not hold any other elected or appointed position in the town.

(Amend. of 11-5-2002, § XIII)

## Roberta Fagan

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**From:** Joseph Pinheiro <jpinheiro427@gmail.com>  
**Date:** Thursday, December 12, 2024 12:08 PM  
**To:** Roberta Fagan  
**Subject:** Town council meeting inquiry

**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, this is Joe from Sunset Beach Oysters. Every december we were instructed to get on the town council agenda seeking approval for our upweller at the Fort Getty pier. Last night, we got a recommendation from the harbor commission to approve it. If possible, can you please put my father Tony and I on the next town council agenda for consideration for approval, possibly noting that the Harbor Commission recommends for it to be approved? Let me know.

Thanks!  
Joe Pinheiro  
Sunset Beach Oysters  
(401)374-5301



## Jamestown Harbor Office

250 Conanicus Avenue  
Jamestown, RI 02835  
401-423-7190

December 21, 2022

Sunset Oyster Farms  
C/o Tony and Joe Pinheiro  
161 Beacon Avenue  
Jamestown RI 02835

At a meeting of December 19, 2022, the Jamestown Town Council considered your request to place a floating upweller to be located at Fort Getty.

As a result, the Jamestown Town Council approved your proposal with the following stipulations:

- Size of float shall be no greater than 4' by 20'
- Vessel shall meet all local, state and federal requirements
- Shall be subject to reassessment in December 2023
- No equipment shall be left on the pier deck outside of the designated work area of 240 s.f.
- Sorter and equipment shall be removed from pontoon boat and deck when not in use
- Insurance and/or bond requirement to be established by the Town
- Harbormaster shall have full authority to remove all equipment at any time
- Required removal of equipment based upon predicted inclement weather conditions
- Rate shall be consistent with current vessel rate; subject to reassessment in December 2023
- Vessels and all equipment when not in use shall be removed from Town property in accordance with all local, state laws, rules and regulations
- No public access shall be permitted onto the float
- No electricity to be used for operation
- Must obtain and maintain a CRMC permit

The Town's Insurance Carrier has indicated that the following insurance coverage must be provided; please provide me a copy of the binder listing the coverage detail: minimum General Liability limits: \$1,000,000 per occurrence, \$2,000,000 in aggregate with carrier rated B+ or better by A.M. Best or national rating agency, list the Town of Jamestown as an additional insured – Endorsement CG 20 37 The Town will not waive subrogation rights as the Trust General Liability Policy has an express restriction against agreeing to such a waiver.

A handwritten signature in black ink, appearing to read "E. Mello", is written over a horizontal line.

Chief Edward A. Mello  
Executive Director, Jamestown Harbor Commission



## Affordable Housing Committee MEMORANDUM

**TO:** The Honorable Town Council, Nancy Beye, President  
Edward A. Mello, Town Administrator

**FROM:** Bob Plain, Chair, Jamestown Affordable Housing Committee

**RE:** FY 25-26 Budget Request – Affordable Housing

**DATE:** December 20, 2024

---

The lack of local affordable housing and fast-evaporating economic diversity in Jamestown is an emergency situation for our community.

As an island, affordable housing and economic diversity are critical resiliency and sustainability issues for Jamestown. Our ability to maintain volunteer fire and EMS services is in danger because of our lack of housing diversity and affordability. If something were to happen to the bridges, we would not be able to educate our children, police our streets, or even plow our snow. Lack of economic diversity threatens our sense of community and generational connectedness. Our dearth of diverse housing options particularly impacts young families including fire department volunteers, elderly and local service workers.

As such, the Affordable Housing Committee strongly believes the time is right to make an important investment in preserving economic diversity in Jamestown. This Town Council and others have helped by making annual investments of \$100,000, on average, into our Affordable Housing Trust Fund each year. This started in 2005 with \$10,000 and has been as high as \$100,000 recently. The need has become so severe that Jamestown must now take bold action. We urge the Town Council to **Increase the annual investment to not less than \$225,000**. The median “sold” price for a market rate home in Jamestown over the last year is \$890,000 (Realtor.com), or almost four times the requested amount, while the median listing price over the last year is 2 million. \$225,000 is not enough to build even one unit of affordable housing, even if we already owned the land. The Affordable Housing Committee believes this is the bare minimum funding if Jamestown is to make progress on its efforts to staunch the loss of economic diversity in the community and to make progress toward the state mandate of 10% of its housing stock being affordable, both of which are goals listed in the town Comprehensive Plan, supported by the residents of Jamestown. The Trust Funding is used to leverage state and federal grants, for pre-development and closing costs, and other related housing acquisition costs. It could also be used to help build workforce housing for town employees or to create a housing component to a new senior center, as other communities such as Portsmouth, are doing.

We offer the following as justification for the annual budget request to the Affordable Housing Trust Fund. This yearly allocation should be relative to the amount the Town keeps from its share of the state Real Estate Conveyance Tax. This establishes a

Memo to Town Council 12-20-24  
Affordable Housing Budget  
Page 2 of 2

logical relationship between the activity that is driving the loss of economic diversity, escalating real estate prices, and the public policy solution; affordable housing. The average of the last three years real estate transfer tax revenue to the Town of Jamestown is \$340,953. \$225,000 equals 65% of the three year average. We think this is a sustainable and reasonable policy model to follow.

For years, the state of Rhode Island has invested approximately 40% of its share of the Conveyance Tax towards affordable housing programs through Rhode Island Housing. As of 2022 there is a new, overlapping real estate transfer tax on properties selling for more than \$800,000. All of this money goes to the state, and will directly fund new affordable housing projects on a statewide competitive grant basis. Unfortunately, given Jamestown's affluence, the town has not been competitive with other more urban and in-need communities with lower average incomes for grant state funds. For this reason, Jamestown needs to make more of a commitment to our own community. The Housing Land Trust funds provide readily available seed money to make future projects happen.

Because Jamestown has a strong state real estate market and therefore transfer tax, we think this is a very cost-effective long-term strategy. This funding will ensure that we are able to keep our longtime residents, ensuring generational continuity and guarantee that Jamestown remains the best place to live in Rhode Island long into the future.

**Roberta Fagan**

---

**From:** Christian Infantolino <cinfantolino@jamestownlawyer.com>  
**Date:** Friday, December 13, 2024 1:35 PM  
**To:** Roberta Fagan; Nancy Beye; Mary Meagher; Erik Brine; Eddie Ross; Mary Glackin  
**Subject:** Request to be put on Agenda  
**Attachments:** DOC121324-12132024132755.pdf

Dear Roberta and Town Councilors,  
Please see attached request to be put on the agenda for a proposed revision to the Jamestown Zoning Ordinance.

Please let me know if you need anything further to be able to be added to the agenda.

Thank you for your time and consideration with this matter.

Best,  
Christian

Christian S. Infantolino  
Attorney at Law  
Murphy Prior & Infantolino  
77 Narragansett Ave.  
Jamestown RI, 02835  
Tel: (401)423-0400 ext. 14  
Fax: (401) 423-7059

[cinfantolino@jamestownlawyer.com](mailto:cinfantolino@jamestownlawyer.com)  
[www.Murphys-law.net](http://www.Murphys-law.net)

\*\*\*\*\*

To comply with IRS regulations, we advise that any discussion of Federal tax issues in this e-mail is not intended or written to be used, and cannot be used, (i) to avoid any penalties imposed under the Internal Revenue Code or (ii) to promote, market or recommend to another party any transaction or matter addressed herein.

The preceding email message (including any attachments) contains information that may be confidential, be protected by the attorney-client or other applicable privileges, or constitute non-public information. The information transmitted is intended only for the person or entity to which it is addressed. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is not authorized and may be unlawful. If you received this in error, please contact the sender and delete the material from any computer. Although this email and any attachments are believed to be free of any VIRUS or other defect that might affect any computer system into which it is received and opened, it is the responsibility of the recipient to ensure that it is virus free and Morneau & Murphy accepts no responsibility for any loss or damage.

**\*\*Wire Fraud:** Due to the increase in wire fraud, effective immediately, our office will NO LONGER be wiring out funds. All funds, INCLUDING SELLER PROCEEDS, will be in the form of a check that can either be picked up or overnighted.

**ALWAYS VERIFY** wire instructions, specifically the ABA routing number and account number, by calling the party who sent the instructions to you.

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**From:** scannerjamestownlawyer@gmail.com <scannerjamestownlawyer@gmail.com>

**Date:** Friday, December 13, 2024 at 1:29 PM

: Christian Infantolino <cinfantolino@jamestownlawyer.com>

**Subject:** Send data from MFP14111435 12/13/2024 13:27

Scanned from MFP14111435

Date:12/13/2024 13:27

Pages:2

Resolution:200x200 DPI

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**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

December 13, 2024

Town Councilors  
93 Narragansett Avenue  
Jamestown, RI 02835

***Re: Request for Hearing on Proposed Zoning Ordinance Change***

Dear Town Councilors,

I am writing today to propose a change to the Jamestown Zoning Ordinance. Specifically to Article 1 Section 82-104.1 General Definitions and Article 6 Table 6-1 Section VI E(5). Attached please find a copy of the proposed amendment to be discussed.

As such, I respectfully request that this matter be placed on the next meeting agenda for discussion and/or vote and/or approval.

Thanks for your time and consideration with this matter.

Best,



Christian S. Infantolino

//Enclosures

**Proposed Amendment to Zoning Ordinance:**

**Article 1**

**Section 82-104.1 General Definitions**

**Amusement Arcade:** An Amusement Arcade, also known as a video arcade, amusements, arcade, or penny arcade, is a venue where people play arcade games, including arcade video games, pinball machines, electro-mechanical games, redemptions games, merchandisers (such as claw cranes), or coin-operated billiards or air hockey tables. (Wikipedia)

For the purpose of this ordinance, Amusement Arcade shall strictly prohibit gambling of all kinds including but not limited to slot machines, video poker and/or other video gambling games

**Article 6**

**Section 82-601. Uses and districts**

**Table 6-1**

**Section VI E (5): Amusement or video arcades-** in the CD and CL zones change from "N" to "Y "

NOTE: the use table already explicitly prohibits gambling in Section VI E (3)



State of Rhode Island  
 Coastal Resources Management Council  
 Oliver H. Stedman Government Center  
 4808 Tower Hill Road, Suite 3  
 Wakefield, RI 02879-1900

(401) 783-3370  
 Fax (401) 783-2069

### PUBLIC NOTICE

File Number: 2024-10-001 Date: December 2, 2024

This office has under consideration the application of:

Robert Jiao  
 1 Pasadena Road  
 Bronxville, NY 10708

for a State of Rhode Island Assent to construct and maintain:

A residential pier 4'x155' with a 4'x20' L shaped terminus pier over SAV, designed to meet Burdick and Short standards, extending to 77.5' beyond MLW requiring a variance from the Redbook 650-RICR-20-001-1 section 1.3.1.D.6.f.3. where the standard is 50' from MLW.

Project Location:	59 Seaside Drive
City/Town:	Jamestown
Plat/Lot:	Plat 14, Lot 7
Waterway:	Narragansett Bay-West Passage.

Plans of the proposed work can be requested at [Cstaff1@crmc.ri.gov](mailto:Cstaff1@crmc.ri.gov).

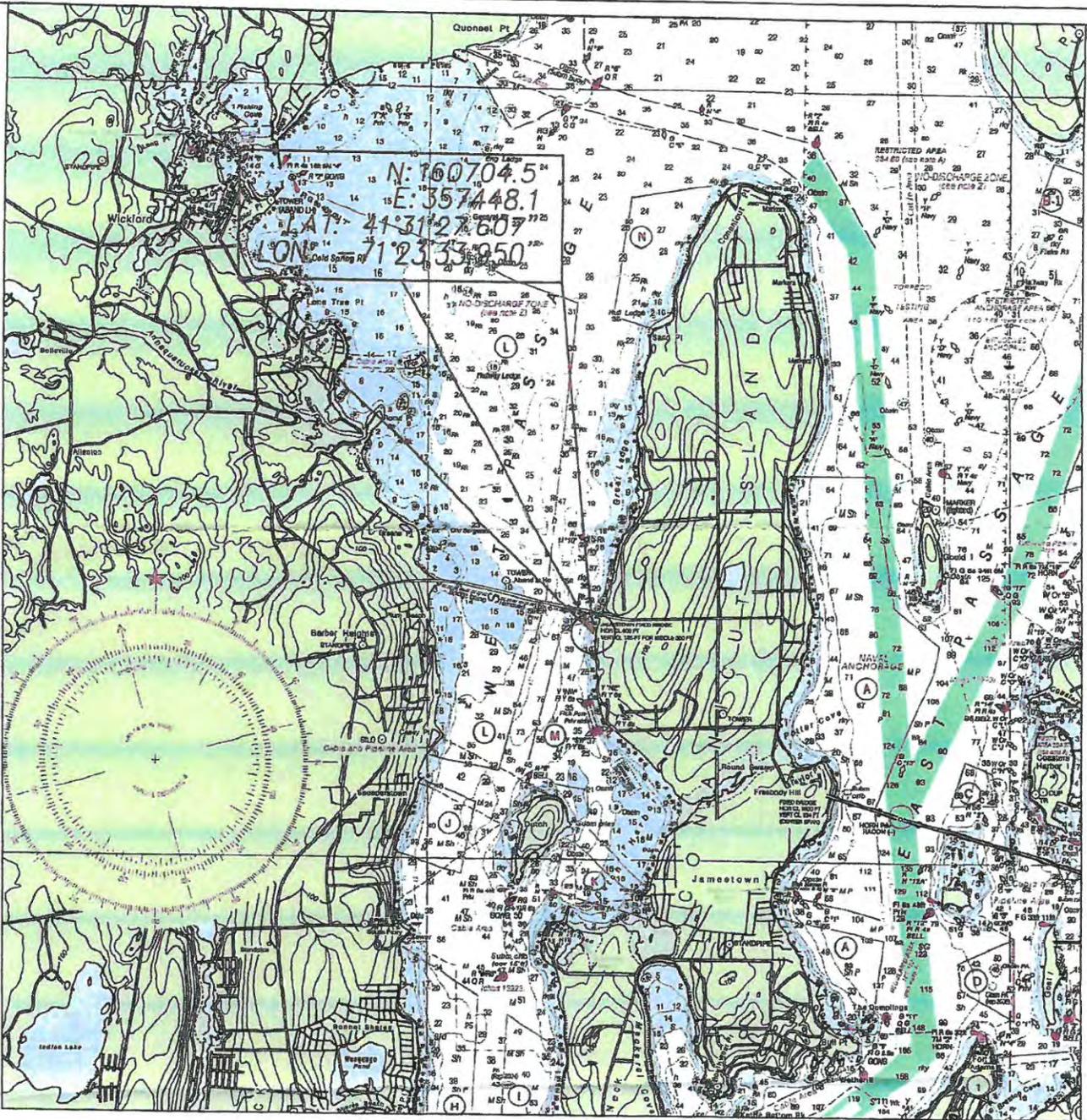
In accordance with the Administrative Procedures Act (Chapter 42-35 of the Rhode Island General Laws) you may request a hearing on this matter.

You are advised that if you have good reason to enter protests against the proposed work it is your privilege to do so. It is expected that objectors will review the application and plans thoroughly, visit site of proposed work if necessary, to familiarize themselves with the conditions and cite what law or laws, if any, would in their opinion be violated by the work proposed.

If you desire to protest, you must attend the scheduled hearing and give sworn testimony. A notice of the time and place of such hearing will be furnished you as soon as possible after receipt of your request for hearing. If you desire to request a hearing, to receive consideration, it should be in writing (**with your correct mailing address, e-mail address and valid contact number**) and be received at this office on or before **January 2, 2025**.

Please email your comments/hearing requests to: [cstaff1@crmc.ri.gov](mailto:cstaff1@crmc.ri.gov); or mail via USPS to: Coastal Resources Management Council; O. S. Government Center, 4808 Tower Hill Road, Rm 116; Wakefield, RI 02879.

/lat



LOCUS PLAN  
1"=6076' (NM)



WARREN HALL  
CIVIL ENGINEER

PROPOSED SAV RESIDENTIAL PIER  
ROBERT JIAO  
59 SEASIDE DRIVE  
AP 14, LOT 7  
JAMESTOWN, RI 02835  
BY: WARREN HALL, CIVIL ENGINEER  
11-6-24 SHEET 1 OF 3

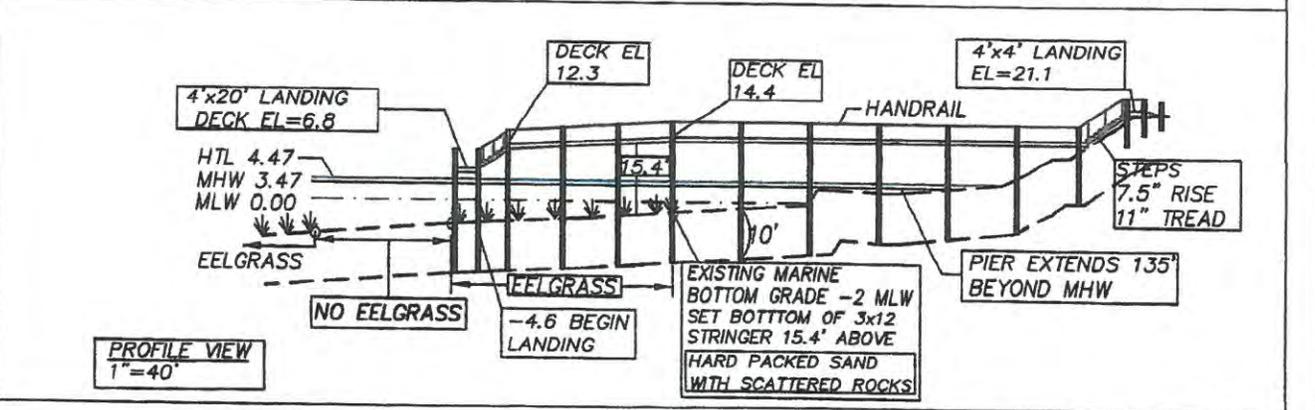
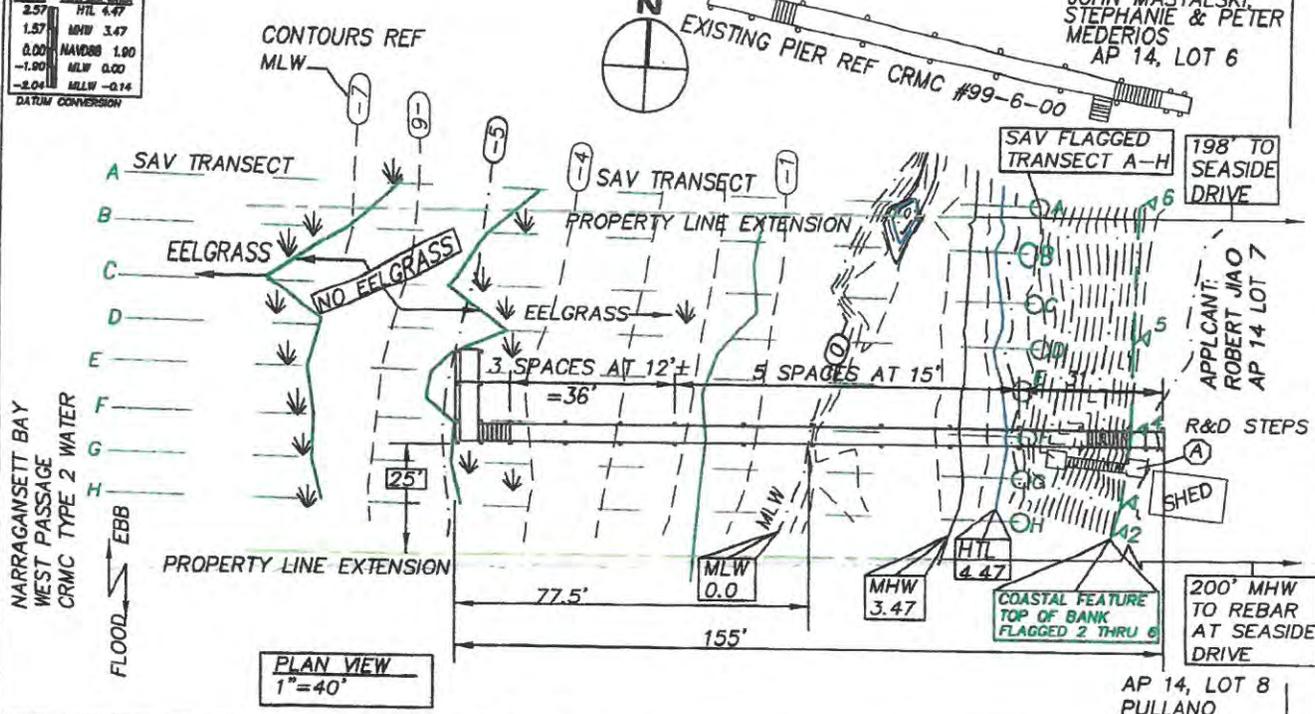
PROJECT LOCATION:  
41°31'26" = (41.523888°)  
71°23'34" = (71.392777°)



RECEIVED  
11/25/2024  
COASTAL RESOURCES  
MANAGEMENT COUNCIL

*Handwritten signature and date: 11-9-2024*

DATUM CONVERSION	
2.57	HTL 4.47
1.57	MHW 3.47
0.00	NAVD88 1.00
-1.00	MLW 0.00
-2.04	MLLW -0.14



- REMOVE & DISPOSE EXISTING STEPS & FOOTINGS
- (A) REVEGETATE DISTURBED AREA WITH NATIVE PLANTS FROM CRMC PLANT LIST, PROVIDE STRAW WATTLE AT TOE OF SLOPE

<b>ABUTTER:</b> JOHN MASTALSKI, STEPHANIE & PETER MEDERIOS AP 14, LOT 6 63 SEASIDE DR JAMESTOWN RI 02835	<b>ABUTTER:</b> ERNEST J PULLANO TRUST AP 14 LOT 8 3618 W SHORE RD WARWICK, RI 02910
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**WARREN HALL**  
**CIVIL ENGINEER**  
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 ROBERT JIAO  
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 11-6-24 SHEET 2 OF 3

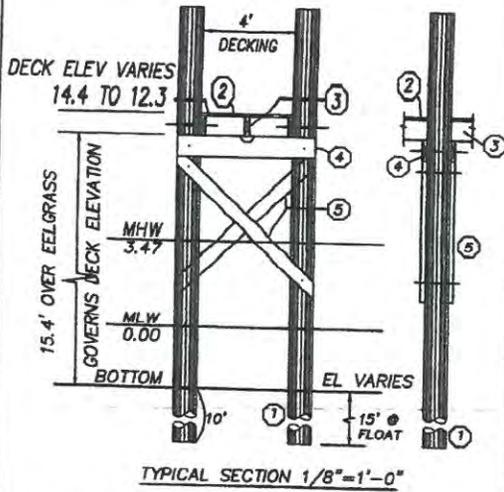
**RECEIVED**  
 11/25/2024  
 COASTAL RESOURCES  
 MANAGEMENT COUNCIL

*Warren Hall* 11-9-2024

**PILE DRIVING NOTE:**

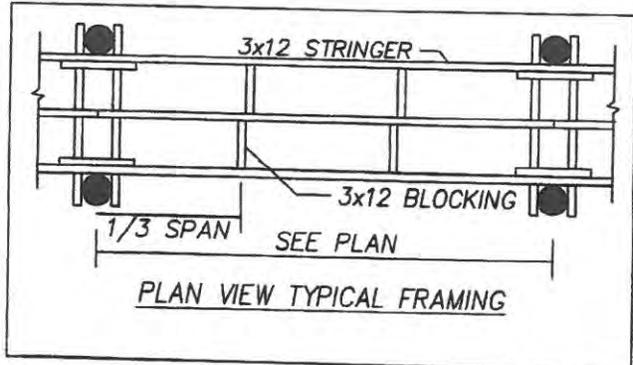
A "soft start" is required to allow animals an opportunity to leave the project vicinity before sound pressure levels increase. In addition to using a soft start at the beginning of the work day for pile driving, one must also be used at any time following cessation of pile driving for a period of 30 minutes or longer. For impact pile driving: pile driving will commence with an initial set of three strikes by the hammer at 40% energy, followed by a one minute wait period, then two subsequent 3-strike sets at 40 % energy, with one minute waiting periods, before initiating continuous impact driving.

NEWPORT NOAA 8452660	
NAVD88	MEAN LOW WATER
2.57	HTL 4.47
1.57	MHW 3.47
0.00	NAVD88 1.90
-1.90	MLW 0.00
-2.04	MLLW -0.14



TYPICAL SECTION 1/8"=1'-0"

- ① 10" TIP CCA TREATED WOOD PILES TREAT TO 2.5 PCF (1.0 ALLOWED WITH OWNER CONSENT) GREENHEART AT FLOAT
- ② 2x6 DECKING ACQ TREATED TO .6 PCF FASTEN TO STRINGERS WITH 3 @ 3-1/2" NO. 10 316 STAINLESS STEEL SCREWS
- ③ 3x12 STRINGER, ACQ TREATED THRU BOLT AT PILE FASTEN MIDDLE STRINGER WITH SIMPSON H-1 HURRICANE ANCHOR
- ④ 2-3x12 CAP BEAM, ACQ TREATED TO .6 PCF
- ⑤ 3x10 CROSS BRACE, ACQ TREATED TO 2.5 PCF



PLAN VIEW TYPICAL FRAMING

CONTRACTOR SHALL KEEP A LOG OF PILE LENGTH, PILE CUT OFF LENGTH AND LOCATION, EACH PILE SHALL BE MARKED BY FOOT FOR VERIFICATION OF PENETRATION

INFORMATION TO BE USED FOR AS BUILT VERIFICATION IN ACCORDANCE WITH CRMC REQUIREMENT 1.3.1.D.11.t

INSTALL LICENSE PLATE IN ACCORDANCE WITH CRMC 1.3.1.D.11.y

**GENERAL NOTES:**

- 1) ALL BOLTS, CONNECTORS, WASHERS, NAILS, ECT SHALL BE HOT DIPPED GALVANIZED
- 2) CONTRACTOR SHALL ADHERE TO ALL OSHA RULES AND REGULATIONS THROUGHOUT ALL PHASES OF CONSTRUCTION
- 3) CONTRACTOR SHALL BE AWARE THAT THE STRATA INTO WHICH THESE PILES ARE TO BE DRIVEN MAY REQUIRE DRILLING TO ENSURE A MINIMUM 10' PENETRATION BELOW EXISTING GRADE

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 11-6-24 SHEET 3 OF 3



*Handwritten signature and date: 11-9-2024*