



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Tuesday, January 21, 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/2024meetings-minutes>

I. ROLL CALL

II. TOWN COUNCIL WORK SESSION

- A) Review and Discussion:
- 1) Town Council Rules and Procedures
 - 2) Town Council Agenda Preamble
 - 3) Town Council Goals and Objectives

III. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council will meet to conduct interviews of applicants for the committee vacancies as follows:

TIME	NAME	COMMITTEE
6:10	Ourida Mosefai	Library Board of Trustees
6:20	Bob Laman	Harbor Management Commission

IV. CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

- A) Presentations:
- 1) Senator Dawn Euer and Representative Alex Finkelman: 2025 General Assembly Legislative Priorities.

VI. TOWN COUNCIL SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS

- A) Resolutions and Proclamations:
- 1) Review, Discussion, and/or Action and/or Vote: Review, Discussion, and/or Action and/or Vote: Resolution 2025-01 of the Water and Sewer Commission Relative to Request Certain Amendments to Chapter 15 of Title 46 of the General Laws.
- A) Open Forum – Water & Sewer Matters
Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibit the Town Council from discussing, considering, or acting on any topic, statement, or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.
- 1) Scheduled request to address – None.
 - 2) Non-scheduled request to address.
- B) Report of Town Officials: Review, Discussion, and/or Action and/or Vote:
- 1) Town Administrator Report
 - a) Update on staffing at the Water Treatment Plant
 - b) Update on the status of the RI Infrastructure Bank Grant
- C) Letters and Communication:
- 1) Email from Marian Falla, regarding the 1999 Reverse Osmosis System evaluation.
- D) Unfinished/New Business:
- 1) No items at this time.
- E) Consent Agenda
An item on the Consent Agenda need not be removed for simple clarification or correction of typographical errors. Approval of the Consent Agenda shall be equivalent to the approval of each item as if it had been acted upon separately for review, discussion, and/or potential action and/or vote. A Consent Agenda item or items may be removed by the Town Council sitting as the Board of Water and Sewer Commissioners for review, discussion, and/or potential action and or vote.
- 1) Adoption of Minutes:
 - a) December 16, 2024 (regular meeting)
 - 2) Finance Director’s Report: Water and Sewer Comparison Budget to Actuals as of December 31, 2024.

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

VII. 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.

VIII. PUBLIC HEARINGS, LICENSES, AND PERMITS

The Town Council will review each license application and vote on it individually. All approvals for licenses and permits are subject to the resolution of debts, taxes, and appropriate signatures as well as, when applicable, proof of insurance.

A) Town Council Sitting as the Alcohol Beverage Licensing Board

Notice is hereby given by the Town Council of Jamestown, being the Licensing Board in said Town:

- 1) Pursuant to RIGL §3-7-14, the following license application (F-24-12) has been received under said Act for a one-day license on January 31, 2025:

CLASS F (NON-PROFIT)

Jamestown Arts Center

18 Valley Street

Jamestown, RI 02835

- a) Review, Discussion, and/or Action and/or Vote for Approval of the one-day CLASS F (NON-PROFIT) LIQUOR LICENSE (Number 1 of 12 licenses per calendar year issued per RIGL§3-7-14)

- 2) Pursuant to RIGL §3-7-14, the following license application (F1-25-1) has been received under said Act for a one-day license on January 25, 2025:

CLASS F (NON-PROFIT)

Jamestown Arts Center

18 Valley Street

Jamestown, RI 02835

- a) Review, Discussion, and/or Action and/or Vote for Approval of the one-day CLASS F1 (NON-PROFIT) LIQUOR LICENSE (Number 2 of 12 licenses per calendar year issued per RIGL§3-7-14)

The Town Council adjourns from sitting as the Alcohol Beverage Licensing Board**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) Town Council Chambers Listening Device(s)
 - 2) Senior Center update
 - 3) Town Projects Update
 - 4) Tax Abatement Program impact report
 - 5) Legislative Priorities 2025
 - 6) Newport Mental Health programs for Jamestown residents

X. UNFINISHED BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Town Staff recommendations on the future development of 6 West Street/Jamestown Senior Center:
- 1) Option #1 – Major renovation of the existing building, cost an estimated \$4.7 million.
 - 2) Option #2- The complete demolition and rebuild at 6 West Street, cost an estimated \$6.1 million.
 - 3) Option #3- The proposed project involves major repairs, including addressing structural flooring issues, and updating lighting, electrical systems, fire alarms, kitchen appliances, and HVAC. Additionally, the plan includes the creation of office space and private meeting areas. If approved and funded, this project would be managed by Town staff. The Senior Advisory Committee recently discussed this option and has indicated that it is their preferred choice. The estimated cost for this project is \$995,000, while we currently have \$110,000 available in capital funds.
- B) Review, Discussion, and/or Action and/or Vote: Town Staff Tax Abatement Program recommendations.
- 1) Proposed increase to the veteran-related categories
 - 2) Proposed increase to the income-eligible senior category
 - 3) Proposed new resident-owned residential property abatement
- C) Review, Discussion, and/or Action and/or Vote: At the recommendation of Parks and Recreation Director DeFalco:
- 1) Approval of the proposed 2025 Fort Getty Pavilion Rental Rates.
 - 2) Approval of the proposed 2025 Fort Getty Park fees.
 - 3) Approval of the proposed 2025 Mackerel Cove Day Pass Rate increase.
- D) Review, Discussion, and/or Action and/or Vote: Proposed revision of Town Council Agenda preamble and Town Council rules.
- E) Review, Discussion, and/or Action and/or Vote: Town Council Liaison positions; review, discussion, and/or potential action and/or vote
- 1) Affordable Housing Liaison
 - 2) Conservation Commission Liaison
 - 3) Housing Authority Liaison
 - 4) Library Board of Trustees Liaison
 - 5) Jamestown School Committee Liaison
 - 6) Jamestown Harbor Management Commission Liaison

XI. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: At the request of the Affordable Housing Committee, consideration of the Budget Request and suggested Funding Mechanisms for Affordable Housing:
 - 1) Memorandum to the Town Council from the Affordable Housing Committee with recommendations to increase funding to the Affordable Housing Trust Fund
- B) Review, Discussion, and/or Action and/or Vote: Legislative Priorities 2025 draft resolution.

XII. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote, duly advertised in the October 3rd and 10th editions of the Jamestown Press:
 - 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
 - i. Interviewed on January 13, 2025.
 - ii) Richard J. Smith, Jr.
 - i. Application received October 24, 2024.
 - ii. Interviewed on January 13, 2025
 - iii) Andrew Wade
 - i. Application received October 11, 2024.
 - ii. Interviewed on January 13, 2025.
 - 2) 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) Interested Applicant(s):
 - i) Nancy Ventrone, alternate seeking full member appointment.
 - ii) Marianne Kirby
 - i. Application received November 25, 2024.
 - ii. Interviewed on January 13, 2025.
 - iii) Laura Clarke
 - i. Application received November 26, 2024.
 - ii. Interviewed on January 13, 2025.
 - iv) Sandra Reynolds
 - i. Application received December 3, 2024.
 - iii. Interviewed on January 13, 2025.

- 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.
 - i. Interviewed on January 13, 2025.
 - ii) Jim Archibald, completed unexpired term, seeking reappointment.
 - i. Letter of recommendation for reappointment from Chair Wayne Banks.
 - ii. Interviewed on January 13, 2025.
 - iii) Robert Laman, completed unexpired term, seeking reappointment.
 - i. Letter of recommendation for reappointment from Chair Wayne Banks.
 - ii. Interview scheduled for January 21, 2025.
 - iv) Andrew Williams
 - i. Application received October 11, 2024.
 - ii. Interviewed on January 13, 2025.
 - v) 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 January 13, 2025.
 - vi) Nicholas Insana
 - i. Application received October 11, 2024.
 - ii. Interviewed on January 13, 2025.
- 4) 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.
 - i. Interviewed on January 13, 2025.
 - ii) Marla Romash, 1 term, seeking reappointment.
 - i. Interviewed on January 13, 2025.
 - iii) Ourida Mostefai
 - i. Application received October 11, 2024.
 - ii. Interview scheduled for January 21, 2025.

- 5) Planning Commission, One (1) member vacancy, with a four-year term ending December 31, 2028;(***staggered terms in compliance with RIGL 45-22-3(a)**):
 - b) Letter of Interest
 - i) Nicholas Insana
 - i. Application received October 11, 2024.
 - ii. Interviewed on January 13, 2025.

- 6) Zoning Board of Review, One (1) alternate member*, one year-term ending 12/31/2025:
 - c) Letter of Interest
 - i) Nicholas Insana
 - i. Application received October 11, 2024
 - ii. Interviewed on January 13, 2025.

***Must designate the applicant as 3rd alternate.**

XIII. CONSENT AGENDA

An item on the Consent Agenda need not be removed for simple clarification or correction of typographical errors. Approval of the Consent Agenda shall be equivalent to the approval of each item as if it had been acted upon separately for review, discussion, and/or potential action and/or vote. A Consent Agenda item or items may be removed by the Town Council for review, discussion, and/or potential action and or vote.

- A) Town Council
 - 1) January 2, 2025 (Special Meeting)
 - 2) January 6, 2025 (Regular Meeting)
 - 3) January 13, 2025 (Special Meeting)

- B) Minutes of Boards/Commissions/Committees
 - 1) 250th Commission (December 11, 2024)
 - 2) 250th Commission (January 8, 2025)
 - 3) Harbor Management Commission (November 13, 2024)
 - 4) Harbor Management Commission (December 11, 2024)
 - 5) Tree Preservation and Protection Commission (November 20, 2024)
 - 6) Tree Preservation and Protection Commission (2025 Meeting Dates)

- C) Finance Director’s Report: Comparison Budget to Actuals as of December 31, 2024.

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

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
16-0494-02	2024	REMOVED EXEMPTION- SOLD	\$ 125.00
01-0008-34	2024	NOW TAX EXEMPT	-\$ 566.71
TOTAL ABATEMENTS TO TAX ROLL			-\$ 566.71
TOTAL ADDENDA TO TAX ROLL			\$ 125.00

- E) At the recommendation of Town Planner Lisa Bryer approval of the Final Plan-2025 Jamestown Hazard Mitigation Plan.

- F) Trash Collector License 2025 Renewal Application(s):
- 1) Island Rubbish Service, Inc. dba: Island Rubbish, 8 Swinburne Street, Jamestown, RI 02835
- G) Approval of the Peddler and Holiday 2024 Renewal License Application:
- 1) A.B. Munroe Dairy Inc., 151 Brow Street, East Providence, RI 02914.
- H) Ratification of the Administratively approved One-Day Event/Entertainment License Applications: All One-Day Event/ Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event:
- 1) Applicant: Jamestown Arts Center (JAC) (ENT-24-44)
Event: JAC Jack Frost Winter Fundraiser
Date: January 25, 2025
Location: 18 Valley Street
 - 2) Applicant: Jamestown Arts Center (JAC) (ENT-24-43)
Event: The Sun Opening Reception
Date: January 31, 2025
Location: 18 Valley Street

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:
- 1) Copy of letter to: Town Council
From: Joan C. Goldstein, Executive Director
Jamestown Chamber of Commerce.
Dated: January 5, 2025
Re: 2025-26 Request for continued funding
 - 2) Copy of reports to: Town Council and Town Administrator
From: Meg Myles/Conanicut Island Sailing Foundation
Dated: January 7, 2025
Re: 2024 CISF Annual Report(s)
 - 3) Copy of reports to: Town Council and Town Administrator
From: Ross Williams/Jamestown Historical Society
Dated: January 1, 2025
Re: 2024/2025 Conanicut Battery Report(s)
 - 4) Copy of email to: Town Council and Town Administrator
From: Jamestown School Committee
Dated: January 15, 2025
Re: Invitation to School Committee Budget Workshops
- B) Proclamations And Resolutions From Other Rhode Island Cities And Towns
- 1) Resolution of the Charlestown Town Council: In Support of Full Funding of Categorical Transportation Aid as Outline in RIGL §16-7.2-6

XV. 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. (Potential litigation regarding AP 8-210).

- 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 lease of publicly held property AP 9-152).

XVI. ADJOURNMENT

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

ALL NOTE: If communications assistance is needed or other accommodations to ensure equal participation, please call 1-800-745-5555, or contact the Town Clerk at 401-423-9800, via facsimile to 401-423-7230, or email to rfagan@jamestownri.net not less than three (3) business days prior to the meeting. *Posted on the RI Secretary of State website on January 17, 2025.*

2025 2026

PROJECT	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	NOV	DEC	COST	SOURCE	STATUS
ESR BIKE LANE PLANNING													\$ 100,000	RIDOT	GRANT APPROVED
FT GETTY BATHROOM													\$ 250,000	TOWN	DESIGN
SENIOR CENTER															IN PROCESS
SAFE ROUTES TO SCHOOL													\$ 425,000	GRANT	UNRESOLVED
JPD HVAC/BATHS/INSULATION													\$ 225,000	TOWN	IN PROCESS
SOUTH POND DAM														BOND	PERMITTING
HULL COVE TRAIL													\$ 70,000	GRANT	UNDER REVIEW
OLD FERRY LANDING														TOWN	PERMITTING
EF SIDEWALK/SEAWALL														TOWN	IN PROCESS
HMP GRANT/PLAN													\$ 35,000	GRANT	IN PROCESS
WATER LINE NORTH ROAD													\$2 MIL	FDA/TOWN	PERMITTING
WATER LINE NARR AVENUE													\$2 MIL	TOWN	PERMITTING
WATER METER REPLACEMENT													\$ 840,000	APRA	IN PROCESS
COMP PLAN													\$ 165,000	TOWN	IN PROCESS
EOP/EMA PLAN															UNDER REIEW
EMPLOYEE HANDBOOK															IN PROCESS
TOWN WEBSITE													\$ 10,000	TOWN	IN PROCESS
WEST FERRY BULKHEAD REPAIR													\$ 15,000	HARBOR	PERMITTING
DRINKING WATER STUDY													\$ 115,000	RIB GRANT	IN PROCESS
WASTE WATER PROJECT													\$10 MIL	W/S	IN PROCESS
ROAD PAVING													\$1MIL	TOWN/RI	IN PROCESS
HARBOR MANAGEMENT PLAN														TOWN	IN PROCESS
HARBOR ORDINANCE														TOWN	IN PROCESS
FIRE ALARM UPGRADES													\$ 45,000	TOWN	IN PROCESS
CYBER SECURITY UPGRADES													\$ 32,000	GRANT	IN PROCESS

JAMESTOWN TOWN COUNCIL RULES & PROCEDURES

Upon adoption, this document supersedes all other existing resolutions regarding Town Council procedures.

RULE 1

Charter Requirements

- 1.1 All requirements of the Town Charter with respect to the proceedings of the Town Council are to be strictly followed, and no rules shall be adopted by the Town Council that are in conflict with the Charter requirements.

RULE 2

Presiding Officer

- 2.1 The Town Council President is elected pursuant to section 204 of the Charter. In the event of the absence or the disability of the President, the Vice President shall perform such duties during such absence or disability.
- 2.2 The President shall take the chair at the hour designated for the meeting of the Council and shall promptly call the members to order. The President shall enforce, on all occasions, the observance and decorum among the members and people in attendance. The President shall decide all questions and points of order, subject to an appeal to the Town Council by one member. No other business shall be in order until the question or appeal on the point of order shall have been decided by a majority of the members present. The President may speak on points of order in preference to other members and may speak on general questions. The President shall distinctly state and put to a vote all ordinances, resolutions and questions.

RULE 3

Meetings

- 3.1 The first meeting of a newly elected Council shall be held on the first Monday following certification of the election of its members by the canvassing authority; thereafter the Town Council shall meet according to section 205 of the Charter.

- 3.2 All meetings of the Council, including special and emergency meetings and work sessions, shall be open to the public, except those exempted under the Rhode Island Open Meetings Law, G.L. 1956 § 42-46-1 et seq. All matters shall be voted upon by the Council at an open regular meeting or at an open, special or emergency meeting consistent with the State Open Meetings Act and section 207 of the Charter.

The regular meeting of the Town Council shall be held on the first Monday of the month. This shall be understood to be the meeting during which the council conducts its business. On the third Monday of the month, the council will meet to propose items for the agenda of the next monthly meeting. ~~The council may also use the third Monday to conduct either a meeting or workshop reviewing particular, specific issues or the work or concerns of a specific town commission.~~ Additional meetings or workshops may be arranged as necessary.

- 3.3 All regular and special meetings and their agenda must be posted in advance in accordance with the requirements of the State Open Meetings Act. Such advance notice is not required when an emergency meeting is called. ~~Such emergencies would be those affecting public peace, health, safety, comfort and welfare of the inhabitants of the Town and for protections of persons and property.~~ An emergency meeting must comply with the requirements described in the Open Meetings Act, as amended.

Rule 4

Developing the Agenda

- 4.1 The agenda is the mechanism by which the Town Council as a group or body communicates with the town, making evident the Council's priorities and policy initiatives as well as the administration's efforts to promote and support those priorities. In anticipation of the first meeting of the month, understood to be the Town Council's regular meeting during which most of its business is conducted, the Clerk of the Town Council shall prepare and/or cause to be prepared a docket or agenda on which there will be a definite statement or summary of all ordinances, resolutions, orders, reports, communications and other business to be considered at each meeting of the Town Council.

On the third Monday of a month, the Town Council may also meet for which a docket or agenda as described above shall also be prepared. This meeting shall include the agenda of the Town Council sitting as the Board of Water and Sewer Commissioners.

Town Councilors may also propose items for the agenda, but must do so to the Town Clerk and Town Administrator, at least five (5) days prior to the next meeting.

Should a Town Councilor object to an item that another Councilor has placed on the agenda a vote may be taken by the Council to determine if there should be discussion of the item. To prevent or inhibit discussion requires a minimum of a 4 to 1 vote in opposition to the item if a full Council is seated or 3 to 1 vote in opposition to the item if only 4 Councilors are seated. If less than 4 Councilors are seated, the Council should delay discussion of items that have provoked such controversy.

The Town Administrator shall place items on the agenda, which are the responses or plans of action for council initiatives, under Unfinished or Old Business. The Town Administrator shall propose new items or initiatives not previously discussed by the Council first by communicating them through his report and then, if the item warrants a Council vote, at a future Council meeting under Unfinished Business. This also applies to staff initiatives which should be presented or noted in either the Administrator's Report or a staff report first then at a subsequent meeting as Unfinished Business.

A citizen may seek to place an item on the agenda by putting the request in writing, where it will be placed under Communications. The Council will then vote whether to place the item on a future agenda. When a citizen appears in front of the Council under Open Forum, without any notice described on the agenda, and requests an item to be placed on the agenda, that request shall be transformed into a communication on the next agenda that can be voted on by the Council.

If possible Councilors, the Administrator and staff should note the policy initiative or goal or action plan described by the Council in their Goals and Objectives to which the agenda item is most closely aligned. This provides a clear connection between the goals and their successful fruition. If possible Councilors should note their authorship of any item they propose for New Business.

- 4.2 Memos for Town Council review or requests for action from any Board, Committee, or Commission of the Town or from any Department Head shall be listed under New or Unfinished business to be distinguished from simple correspondence or minutes. These items are subject to the deadlines described below.
- 4.3 Letter from constituents (residents of Jamestown) shall be the first items of correspondence included under the agenda heading of Correspondence, followed by requests for action from other communities in Rhode Island or state agencies or officials.

- 4.4 No ordinance, resolution, order, report, communication, and other business shall be considered as having been introduced unless notice has been filed with the Clerk, and said ordinance, resolution, order, report, communication or other business appears on the prepared docket. The Clerk shall cause a copy of the docket to be posted in accordance with the RIGL §42-46-6 governing the Open Meetings Act Requirements for meeting postings.

RULE 5

Order of Business for Regular Meetings

- 5.1 The Order of Business at each meeting shall be:
1. Call to Order;
 2. Roll Call;
 3. Town Council Sitting as the Board of Water and Sewer Commissioners
 4. Acknowledgements, Announcements and Resolutions;
 5. ~~Public Hearings, Licenses and Permits~~ Open Forum
 6. ~~Open Forum~~ Public Hearings, Licenses and Permits
 7. Administrator, Department, Solicitor Reports
 8. Unfinished Business
 9. New Business
 10. Ordinances and Appointments
 11. Consent Agenda
 12. Communications and Petitions
 13. Open Forum (if necessary)
 14. Executive Session
 15. Adjournment.
- 5.2 Attached to the agenda (electronically through the town website and physically in the packets provided to the Town Council) are the support materials relevant to the particular items listed on the agenda or the items (license applications, proposed ordinances, minutes, communications) themselves. It shall be listed on the agenda that "attachments are available to view on our website at www.jamestownri.gov/town-government/town-council/town-council-meetings-minutes. It is recommended that the Town Council should not vote on any issue in New or Unfinished Business that may appear on the docket but lacks support information. Any and/or all agenda item(s) requiring or potentially requiring action by the Town Council should include, at the end of the listed item of business, the language "review and discussion and/or potential action and/or vote." For agenda items that are continued or have additional and/or a larger volume of attachments, the language "for discussion documentation, please visit <http://www.jamestownri.gov/town-government/town-council/town-council-meetings-minutes> .

RULE 6**Public Hearings**

- 6.1 The public hearing portion of the agenda shall be conducted as follows. The Town Council President will invite the applicant or applicant's representative to give a brief explanation of the item for the benefit of the Council and the public. Members of the public may then be permitted to speak on the item until all who wish to speak have had an opportunity to do so. Members of the Council shall reserve their questions and comments until after the public has spoken. The Council President may allow brief, clarifying questions by the Council or brief discussion when such will be likely to expedite the business of the Council. After the public discussion is finished and the Council has had discussion, the Council President will close the public hearing. At this point, a motion is made for a decision to approve, deny, or table the item.
- 6.2 The Council shall not enact any ordinance or resolution that shall in any way affect the Zoning Ordinance; the physical development plan of the Town; the existing and proposed location and arrangement of the uses of the land; transportation routes; plans of streets and revisions of such plans; public facilities; public utility systems; deteriorating or blighting neighborhoods planned for redevelopment, rehabilitation, or other improvement; natural resources and historic sites to be preserved; disaster survival proposals; and land subdivision plans, without first submitting any such ordinance or resolution to the Town Planning Commission for its recommendation. Nothing, however, shall be construed to restrict or prevent the Council from acting on any ordinance or resolution contrary to or in the absence of a recommendation of the Commission. The Council must further adhere to the relevant and applicable requirements of State law in implementing this Rule.
- 6.3 It is recommended that the Town Council should not grant any license or permit that lacks either the signature or affirmation by the clerk that the signature is forthcoming of any town official required to sign the application for license or permit.

Rule 7**Open Forum**

- 7.1 Open Forum offers citizens the opportunity to clarify any item on the agenda, to address items not on the agenda or to comment on any communication or item listed on the consent agenda.
- Persons who wish to be heard on the agenda shall present such requests in writing to the Town Clerk no later than five (5) days prior to the Council meeting for which they wish their request to be considered. In preparing the

meeting agenda, a determination shall be made by the Town Clerk in conjunction with the Town Council President as to whether the request is an appropriate subject/topic for inclusion on the final agenda. There will be a 10-minute time limit for such requests. Extensions will be granted at the discretion of the Council President. Other persons wishing to speak without prior arrangement will be given an opportunity to do so during the "Open Forum."

- 7.2 If the subject of a scheduled request to address is provided on the agenda, Town Councilors may respond to that subject. Otherwise, Town Councilors may only respond to citizens in open forum to provide information or schedule the subject for another meeting. Comments from the floor under "Open Forum" on any subject not within the purview of the Town Council should not be discussed extensively, but rather, should be considered for inclusion as an agenda item at a subsequent meeting.
- 7.3 Town Councilors may not use open forum to bring up items themselves. If a town councilor wishes to present a subject to the Council and community, it must be listed on the agenda under New Business.

Rule 8 Reports

- 8.1 The Town Administrator's report shall be in writing and submitted in advance of the Town Council meeting.
- 8.2 On a revolving schedule, at least once a year, each Department head will provide a written report for their department.

Rule 9 New and Unfinished Business

- 9.1 Each item tabled or postponed by the Council at any regular meeting shall appear on the agenda of the next succeeding regular meeting, or on a subsequent date set by the Council as unfinished business until acted upon or removed from the agenda.
- 9.2 Citizens may speak at the discretion of the Council President or a majority of Councilors during New or Unfinished Business.

RULE 10 Appointments to Boards & Commissions

- 10.1 The Town Council will consider all requests for appointment and will continue to urge interested residents to obtain and complete the volunteer application available at the Clerk's Office (also available at the Library and town website at www.jamestownri.gov). Appointments of members to

commissions, boards and committees shall be by a majority vote of the Council.

- 10.2 The Council will continue the practice of appointing the best qualified persons to boards, commissions and committees without regard to personal or political affiliations, except as may be otherwise required by State law. Once appointed to a board or commission, citizens shall conduct themselves in a manner respectful of fellow committee members and the public. Failure to do so may prompt the Council to remove the person who, by virtue of a majority vote of the other committee members, is alleged to have violated decorum and propriety appropriate for committees and boards in Jamestown. Committees shall be conducted in accordance with the Open Meetings Act and all other relevant legal and procedural requirements.
- 10.3 The chairperson of each individual board, commission or committee shall keep a record of the terms of its members, as provided by the Town Clerk, and shall notify the Clerk within 45 days prior to the expiration of any member's term. Said notification shall include meeting location and schedule for that board, commission or committee.
- 10.4 The Town Clerk will announce upcoming vacancies for 30 days prior to the term expiration dates, or date set for filling vacancies.
- 10.5 The Town Clerk will communicate with individuals whose terms will be expiring by letter to determine if the person wishes to be reappointed, if applicable. The Town Clerk will also request a two-year attendance record from the Chair of the applicable board, commission, or committee.
- 10.6 Application for the vacancy shall be by letter from the applicant to the Town Clerk's office stating qualifications of the applicant. Persons wishing to be reappointed shall follow the same procedure.
- 10.7 The Council Members shall make nominations from the files of applicants provided by the Town Clerk.
- 10.8 Individuals seeking appointment or reappointment must be qualified electors of the Town of Jamestown and residents of the Town of Jamestown.
- 10.9 In the event a special advisory committee is formed, a written charge will be given to the committee by the President of the Town Council. The Town Council shall have the authority to discharge the committee or to recall the committee as necessary.

RULE 11**Consent Agenda**

- 11.1 Consent Agenda. In order to expedite the public business and provide additional time for deliberation by the Town Council on matters requiring such deliberation, Consent Agenda items are those items of business that are of a routine and non- controversial nature.
- 11.2 If the Town Council President, Town Administrator or Town Clerk determines that any item of business which requires action by the Town Council is of a routine and non-controversial nature, they shall cause it to be presented at a regular meeting of the Council as part of the Consent Agenda.
- 11.3 Upon objection by any member of the Council to inclusion of any item on the Consent Agenda, that item shall be removed from the Consent Agenda forthwith. Such objection may be recorded at any time prior to the taking of a vote on the motion to approve the Consent Agenda. Any item removed from the Consent Agenda shall be considered at the conclusion of the Consent Agenda to take the necessary action required.
- 11.4 The Consent Agenda shall be introduced by a motion "To approve the following listed items as the Consent Agenda" and shall be considered by the Council as a single item. There shall be a roll call vote after this motion.
- 11.5 There shall be no debate or discussion by any member of the Council regarding any item on the Consent Agenda beyond correcting typographical errors or asking questions for simple clarification.
- 11.6 Approval of the motion to approve the Consent Agenda shall be fully equivalent to approval, adoption or enactment of each motion, resolution or other item of business thereon exactly as if it had been acted upon separately.

RULE 12**Parliamentary Law**

- 12.1 If there are any parliamentary practices, procedures, customs and rules not covered within these rules, the current edition of Robert's Rules of Order, Newly Revised, shall govern where it does not conflict with the applicable State or Town laws, ordinances, or the Home Rule Charter.

Rule 13**Participation in Discussion**

- 13.1 The heads of Departments or Divisions thereof and members of Boards and Commissions, in matters relating to the functions of their offices, and any other elected officials, shall have the right to appear before the Council for the purposes of expressing their views on matters pending before it. Any citizen or group of citizens shall have the right to petition the Council with regard to any matter within the jurisdiction of the Council, setting forth specifically the purpose of the petition and relief desired. The press shall be allowed on the floor of the Town Council chambers.
- 13.2 With the objective of facilitating prompt attention to Council Member concerns, any member of the Town Council who knows in advance of a meeting that the member wishes to obtain certain data, or have a question or questions answered, or wishes specific figures or expenditures, or budget balances, etc., should, insofar as possible, inform the Administrator in writing of the nature of the inquiry so that the Administrator will have the opportunity to have the answer available at such meeting.
- 13.3 The Town Council requests that members of the public follow a similar procedure wherever possible.
- 13.4 The Town Administrator shall submit reports to members of the Town Council in advance of a Town Council meeting.

RULE 14**Motions**

- 14.1 When a motion is made and seconded it shall be stated by the Town Council President.
- 14.2 ~~No motion shall be debated until it is seconded.~~ Any motion may be withdrawn by the mover at any time before the taking of a vote thereon or before an amendment is made to such motion.

RULE 15**Motions of Precedence**

- 15.1 When a question is before the Town Council, no motion shall be received, except to:
1. Fix the time at which to adjourn;
 2. Adjourn;
 3. Take a recess;
 4. Raise a question of privilege; 5. Call for the orders of the day;
 6. Lay on the table;
 7. Previous question;

8. Limit or extend the limits of debate;
9. Postpone to a certain time;
10. Commit or refer;
11. Amend;
12. Postpone indefinitely;
13. Main motion

The last motion on the list ranks lowest and the first on the list ranks highest. When any of the above motions are immediately pending, the motions before it on the said list shall be acted on first, and the ones below shall be acted on in order. Motion #s 13, 12, 11, 10, and 9 are debatable. Motion #s 13, 11, 10, 9, 8, 3 and 1 are amendable. Motion #s 13, 11, 10, 9, 7, and 1 are subject to reconsideration.

RULE 16

Actions of Members of the Town Council

- 16.1 Any Council member wishing to speak shall address the President, and after the right to speak has been recognized, the member shall not be interrupted while speaking except by a call to order, or for the correction of a mistake, or yield to a member. The member shall confine remarks to the question under debate and refrain from personal comments. No member shall speak more than once on the same question until all members desiring to speak thereon shall have done so. There shall be no conversation among members while another member is speaking or while anyone else is speaking, while a roll call is being taken, while a paper is being read or while the President is stating a question.
- 16.2 The affirmative roll call vote of three (3) Council members shall be necessary for the passage of any ordinance. The vote upon any matter shall, upon the request of two Council members, be taken by roll call which shall be called for by the President. The "yeas" and "nays" of the Council members shall be called for individually by the Town Council President or presiding officer, in the event of a conflict, and shall be recorded on the records of the Town Council by the Clerk. After a roll call vote has been ordered, said roll call shall not be interrupted, delayed or stopped by the President or any member of the Council for any reason whatsoever, including points of order, personal privilege or for a member to explain his or her vote. After the roll call and before the President announces the result, any member may change his or her vote. All roll calls shall be taken alphabetically, except that the name of the President of the Council shall be called last. In case of a tie vote, the motion is not carried or passed. A member may explain the vote only with the consent of the Council.

16.3 After the result of a vote is announced, a motion to reconsider is in order. A member who voted with the prevailing side must make the motion. Any member may second the motion. No ordinance, resolution, question or vote can be twice reconsidered.

16.4 Any member who realizes or anticipates a conflict of interest with respect to a matter before the Town Council for consideration should announce the intent to recuse themselves and to abstain from voting on the matter as soon as the conflict becomes apparent, and should thereafter refrain from further discussion of the matter.

16.5 Any member who believes they lack the information to make a proper vote may abstain from voting.

These rules and procedures shall take effect upon passage. The foregoing rules shall not be altered, amended, suspended or repealed at any time, except by a vote of the majority of the whole number of members elected to the Town Council.

Adopted by the Jamestown Town Council at a meeting held February 4, 2013

Attest: _____
Cheryl A. Fernstrom, CMC, Town Clerk

Revised and Adopted by the Jamestown Town Council at a meeting held March 22, 2016

Attest: _____
Cheryl A. Fernstrom, CMC, Town Clerk

Revised and Adopted by the Jamestown Town Council at a meeting held March 20, 2017

Attest: _____
Cheryl A. Fernstrom, CMC, Town Clerk

Adopted by the Jamestown Town Council at a meeting held December 7, 2020

Attest: - - - - -
Erin F. Liese, CMC, Town Clerk

Adopted by the Jamestown Town Council at a meeting held January 23, 2023

Attest: - - - - -
Roberta J. Fagan, Town Clerk

Adopted by the Jamestown Town Council at a meeting held January , 2025

Attest: -----

Roberta J. Fagan, CMC, Town Clerk

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 Town Council meetings in several ways:

- *Citizens are invited to speak on the topic of a Public Hearing which will be listed on the agenda.*
- *Citizens may speak during Open Forum to clarify or comment on an item on the agenda or address items not on the agenda.*
 - *A citizen may schedule a Request to Address with the Town Clerk no less than seven days before the meeting in which they would like to appear. Their topic will be listed on the agenda and Town Councilors may respond to their comments.*
 - *Citizens may also simply request to speak in Open Forum at a Council meeting by raising their hands and being recognized by the Town Council President. (See below)*
- *At other times during a Town Council meeting, citizens may speak at the discretion of the Council President or of a majority of Councilors present.*

Anyone wishing to speak should use the microphone at the front of the room and state 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, and mindful of everyone's time. For those speaking on an agenda item, please note that this is the time reserved for councilors to discuss these items and your participation in the discussion may be limited.

OPEN FORUM

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 prohibits the Town Council from discussing, considering, or acting on any topic, statement, or question presented to the Council that is not on the Agenda. The Town Council may refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly noticed, future meeting.



Town of Jamestown
Resolution of the Water and
Sewer Commission

Resolution No.: 2025-01

**A Resolution Relative to Request Certain Amendments to Chapter 15 of
Title 46 of the General Laws**

WHEREAS Chapter 273 of the Public Laws of 1968 authorized, in relevant part, the establishment of a board of water commissioners for the town of Jamestown; and

WHEREAS Chapter 273 at Section 4 authorized the commission to “acquire by purchase, subject to approval of a special or annual financial town meeting the assets of the Jamestown Water Company, and thereafter may construct, operate, maintain, extend and improve a water works system for the town and to provide an adequate supply of water for the town or any part thereof (emphasis added); and

WHEREAS the Water and Sewer Commission of the Town of Jamestown as it presently exists operates and provides a public water system that services a geographic area less than the entire legal territory on the Town; and

WHEREAS Chapter 15 of Title 46 of the General Laws which governs public water supply facilities such as the Jamestown public water system was amended by act of the General Assembly in their 2022 session by Public Law 2022, chapter 66, § 1 which, in pertinent part, actually or implicitly requires the provision of public water beyond the limited service area of the existing water works without a clear regulatory framework by which the applicant’s need can be assessed, nor any regard to the capacity of the existing water system to supply water, the precedent established in enlarging the service area of the water system or the subsequent financial burdens on the ratepayers; and

WHEREAS the Water and Sewer Commission for the Town of Jamestown has determined that these amendments of Chapter 15 of Title 46 of the General Laws impair the ability of the Commission to maintain adequate water supply and service for its present users due to the limited supply of water available to the Commission. The amendments also expose ratepayers to unlimited liability to provide public water to any resident regardless of whether they are located within the existing public water service area.

NOW, THEREFORE, BE IT RESOLVED, that we, the Commissioners of the Water and Sewer Commission for the Town of Jamestown, do hereby act and resolve to request that the R.I. General Assembly amend the Chapter 15 of Title 46 of the General Laws to specifically limit a public water system’s obligation to supply water only to those applicants who reside within its designated and described service area and not the entire legal jurisdiction of the Town of Jamestown.

BE IT FURTHER RESOLVED the Town Clerk is hereby authorized to forward this Resolution to the representatives of the Town of Jamestown in the R.I. General Assembly for its introduction and advocacy for passage and to forward to all other Rhode Island communities and public water supply facilities which may be similarly affected for their consideration and request of support for passage of these requested amendments to Chapter 15 of Title 46 of the General Laws.

By Order of the Jamestown Water and Sewer Commission

Nancy Beye, President

Erik G. Brine, Vice President

Mary E. Meagher

Mary G. Glackin

E. Edward Ross

IN WITNESS WHEREOF, I hereby attach my hand and the
Official seal of the Town of Jamestown this 21st day of January 2025.

Roberta J. Fagan, CMC, Town Clerk

Roberta Fagan

From: jtownelc@aol.com
Date: Thursday, December 5, 2024 3:38 PM
To: Roberta Fagan
Subject: Fw: 21Nov2024 JT Press Letter to the editor and 25 years ago Island History

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, could we put this on the agenda for January? Thank you. Nancy

[Sent from the all new AOL app for iOS](#)

Begin forwarded message:

On Thursday, December 5, 2024, 3:33 PM, marian falla <[REDACTED]>

Hi Nancy, good afternoon. Could this item be placed on a future agenda? As an action maybe someone in the town could locate the analysis completed regarding the reverse osmosis?

Thanks in advance and for your service

Marian

From: jtownelc@aol.com <jtownelc@aol.com>
Sent: Tuesday, November 26, 2024 9:49 PM
To: marian falla <[REDACTED]>
Subject: Re: 21Nov2024 JT Press Letter to the editor and 25 years ago Island History

Thank you Marian. Hopefully we can discuss this soon. Nancy

[Sent from the all new AOL app for iOS](#)

On Tuesday, November 26, 2024, 1:42 PM, marian falla <[REDACTED]> wrote:

Hi Ed and Nancy, good afternoon, review of the recent JT Press indicates that implementation of a reverse osmosis system was evaluated 25 years ago at a cost of \$1.3 M (initial investment only). Given inflation, labor costs etc., the cost currently for such a reverse osmosis system would be materially more. This cost would be paid by tax payers/rate payers.

Given the recent letter to the editor maybe the next TC meeting should provide a response? Thoughts?

<https://www.jamestownpress.com/articles/new-water-sources-needed-for-island/>

3) Seriously considering a reverse osmosis system, like Block Island has done successfully. Block Island now relies almost entirely on water processed through reverse osmosis, and rarely needs to touch its reservoir.

25 years ago — Nov. 10, 1999

(The Jamestown Press)

The town council is exploring the practicality of using reverse osmosis to remove the salt from seawater and increase the public water supply.

An engineer with Ionics Equipment, of Watertown, Mass., said a desalination plant could produce 300,000 gallons daily at a cost of \$4 per 1,000 gallons of potable water. Although those figures comprised all production costs, including electricity and labor, it does not assume the initial capital expenditure of \$1.3 million to build the plant.

Steve Goslee, director of the public works, said it costs 80 cents to produce 1,000 gallons of drinking water through the current process.

Thanks for your service and thanks in advance

Marian Falla

[REDACTED]
Jamestown RI

~~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 16th. 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.

Project Update December 2024

WELLS

- JR-1 is in service.

TREATMENT PLANT

- We continue to operate with two staff in the water department.
- Pare Corporation has provided me with a second draft of the rules and regulations for review.
- I attended a meeting with the RI water resources board (WRB) and other water suppliers in the state to review the Water System Supply Management Plan process. WRB is seeking input from water suppliers with a goal of improving how the plan is updated. All water suppliers agreed that there is a lot of redundant information in the plan and the cost to prepare the 5-year updates can be expensive. The meeting was productive and the staff will be working on changes to make the plan more streamlined to reduce time and cost to prepare.
- We finally received comments from the RI Department of Health (RIDOH) on the Corrosion study that was submitted in December 2021 regarding the emergency interconnection with North Kingstown. RIDOH requested that a study of NK water be performed to determine if NK water would impact the water quality in Jamestown if the interconnection was in use. The study determined that there would be no impact to the Jamestown system. Our consultant has completed a response to comments and submitted to RIDOH.

TRANSFER PUMPING/RESERVOIR

- No water has been transferred from South Pond.

DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 60 MG

Usable Storage 49 million gallons

- Over the past several months Jean Lambert and I have been working on the service line inventory that was due on October 16th. 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. I have provided a copy of the notice that was sent to the customers. We were able to identify hundreds of service pipes in our system but there are still many homes that must be inspected to verify the pipe material. In 2025 we will be completing a system wide meter replacement program where water department staff will be in each home to install new meters. During that project we will be able to verify **all** service pipe material and update the inventory.
- 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 we generally find houses that were constructed pre-1950 had 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 information about lead. 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. I have provided information that EPA prepared about the lead and copper rule and the requirements for water suppliers.

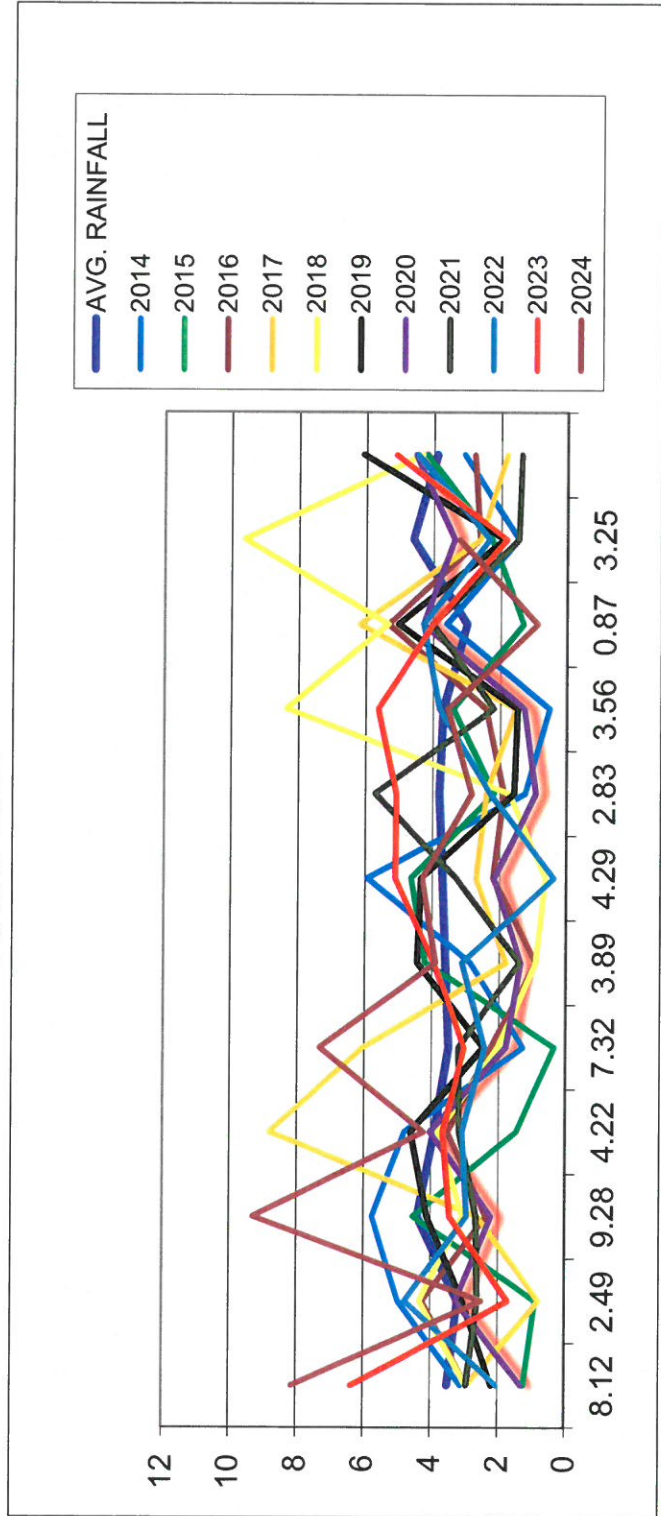
- Jamestown water is also required to provide a water pitcher with filter that removes lead to any customer who receives a notice and makes a request. To date 65 customers have received water pitchers and filters.

WASTEWATER TREATMENT PLANT

- 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 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 facilities plan update review and approval.

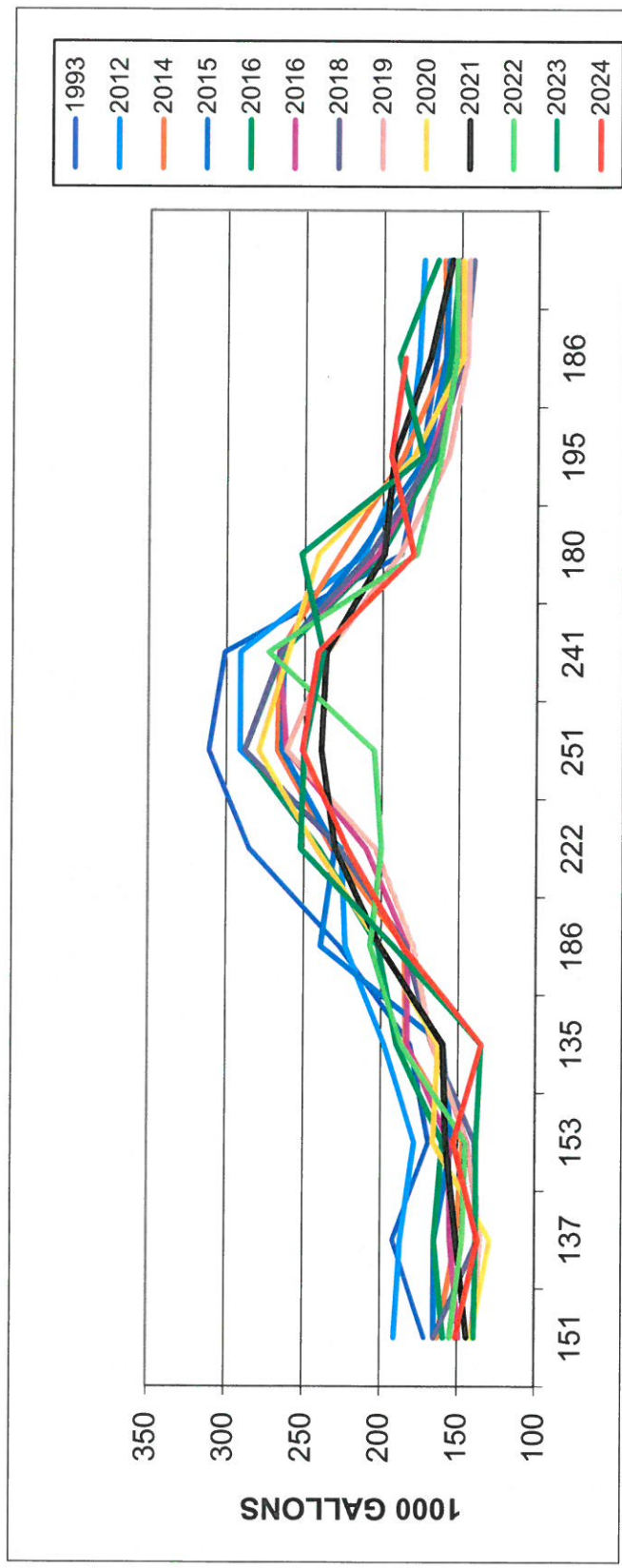
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan	3.5	3.1	1.22	2.94	2.94	2.19	1.3	2.94	2.04	6.36	8.12
Feb	3.2	4.98	0.86	4.25	4.33	3.06	3.26	2.62	4.77	1.7	2.49
Mar	4.4	5.74	4.53	2.36	3.07	4.11	2.21	2.66	2.94	3.44	9.28
Apr	3.9	4.8	1.47	3.53	3.79	4.61	4.03	3.18	3.08	3.65	4.22
May	3.5	1.27	0.32	2.24	2.03	2.46	1.79	3.2	2.43	3.03	7.32
Jun	3.6	2.86	4.2	0.89	0.89	4.44	1.36	1.4	3.11	3.93	3.89
Jul	3.7	5.93	4.63	2.19	0.61	4.33	2.16	3.3	0.35	5.1	4.29
Aug	3.8	1.23	2.17	1.88	1.73	1.58	0.91	5.71	2.29	5.08	2.83
Sep	3.7	0.5	2.42	1.54	8.35	1.49	1.27	2.19	3.81	5.62	3.56
Oct	3	3.61	5.33	6.18	5.34	5.04	4.29	4.03	4.28	4	0.87
Nov	4.6	1.47	2.63	2.61	9.61	1.89	3.39	1.47	2.33	1.83	3.25
Dec	3.9	3.1	2.79	1.81	4.33	6.09	4.53	1.38	4.48	5.12	
Total	44.8	38.59	33.45	40.18	47.02	41.29	30.5	34.08	35.91	48.86	50.12

RAINFALL



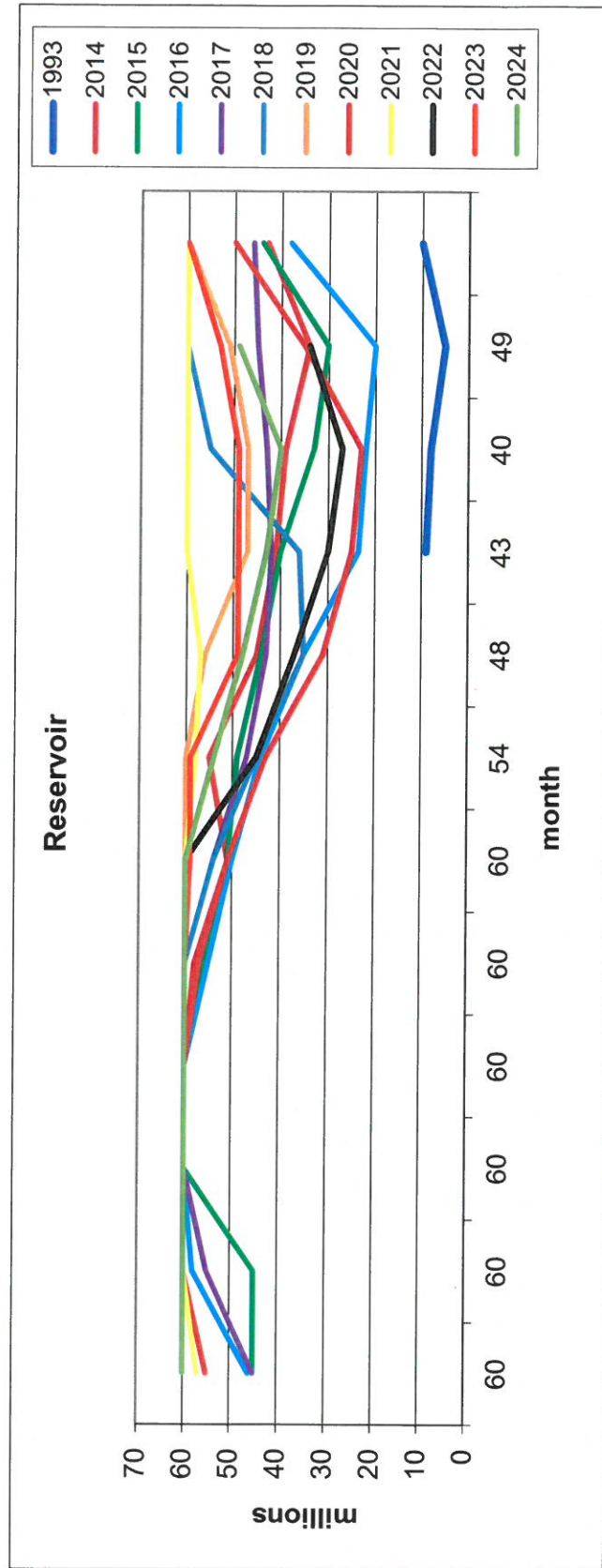
	1993	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan	171	172	155	191	163	165	159	149	165	141	141	144	155	139	151
Feb	192	158	156	187	151	165	165	155	137	135	129	151	147	138	137
Mar	169	157	155	178	147	154	160	156	139	144	166	158	145	138	153
Apr	181	180	170	198	184	160	190	183	167	167	163	160	187	135	135
May	227	212	190	223	185	239	202	183	184	179	200	201	207	192	186
Jun	285	226	221	226	232	230	240	210	227	204	242	230	200	252	222
Jul	311	279	278	291	267	264	288	261	288	261	279	239	205	250	251
Aug	301	254	242	291	266	263	264	266	265	235	260	236	273	238	241
Sep	188	205	210	212	227	215	201	203	208	189	241	199	178	252	180
Oct	175	175	175	184	187	172	166	170	168	158	180	193	163	174	195
Nov	166	164	167	177	160	160	157	151	148	146	149	170	153	190	186
Dec	158	158	180	174	161	158	151	151	142	145	149	156	153	165	165

PUMPING REPORT



RESERVOIR LEVEL

	1993	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Jan		55	45	46	45	60	60	60	57	60	60	60
Feb		60	45	58	55	60	60	60	60	60	60	60
Mar		60	60	60	60	60	60	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60	60	60	60
May		58	56	55	60	60	60	57	60	60	60	60
Jun		51	51	50	54	54	60	51	60	60	59	60
Jul		55	49	44	47	45	60	43	58	45	59	54
Aug		45	44	35	43	35	56	31	57	37	49	48
Sep	9	41	40	23.5	42	36	47	25	60	30	49	43
Oct	8	39	33	22	43	55	47	23	60	27	49	40
Nov	5	34	30	20	45	60	51	35	60	34	53	49
Dec	10	43	44	38	46	60	60	50	60	48	60	



Transfer Pumping NORTH POND WATER QUALITY

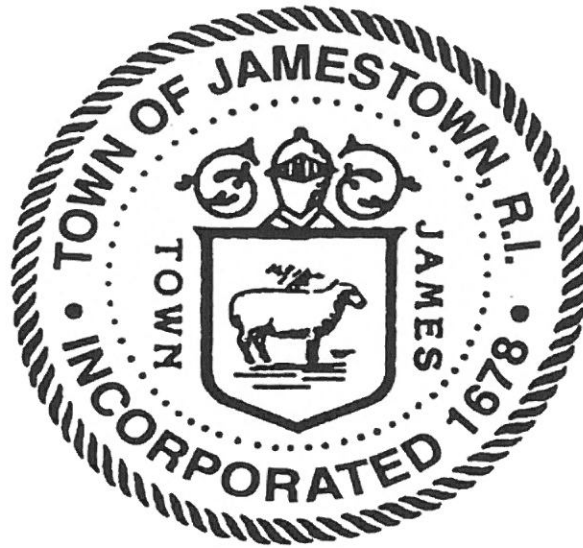


JAMESTOWN WASTEWATER TREATMENT FACILITY

1 Freebody Drive, Jamestown RI 02835

Phone: 401-423-7295 Fax: 401-423-7195 Email: douellette@jamestownri.net

Superintendent: Douglas Ouellette



OPERATIONS & MAINTENANCE MONTHLY REPORT

November 2024

Environmental Compliance (Violations)

There were no violations for the month of November

Complaints

There are no complaints to report for November.

Alarms

There are no alarms to report for November.

Septage

The facility received 1000 gallons of septage for the month.

Sludge Production

The facility processed 25,500 gallons of sludge in November.

Maintenance Management

The Crew completed 61 work orders for November.

TREATMENT PLANT

Influent Totals Lbs.

TSS	
Total	3,551.31
High	554.03
Low	272.19
Average	355.13

BOD	
Total	3,166.28
High	427.39
Low	242.07
Average	316.63

Effluent Totals

LOADING Lbs

TSS		Permit Limits
Daily Max	9.21	304
Low	1.96	
Average	3.82	183

BOD		Permit Limits
Daily Max	3.97	304
Low	1.22	
Average	1.92	183

CONCENTRATION

Percent TSS Removal		Permit Limits
Percent Removed	98.6%	85%
Percent BOD Removal		
Percent Removed	99.9%	85%

BOD Concentration mg/L		Permit Limits
Monthly Average	0.3	30 mg/L
Weekly Average	1.00	45 mg/L
Daily Max	2.64	50 mg/L

TSS Concentration mg/L		Permit Limits
Monthly Average	4.00	30 mg/L
Weekly Average	4.61	45 mg/L
Daily Max	5.44	50 mg/L

Collection System

30 pump station inspections were completed. 12 Gen Set inspections were performed. All stations are operating as designed.

Energy Use

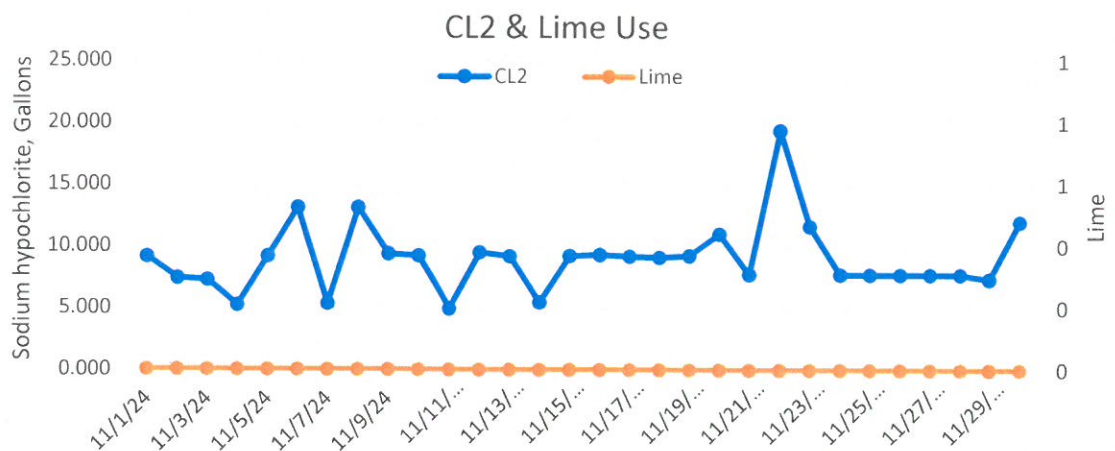
Energy use at the plant for the month was: 14,768 KWH

Precipitation

Precipitation measured in at 3.25"

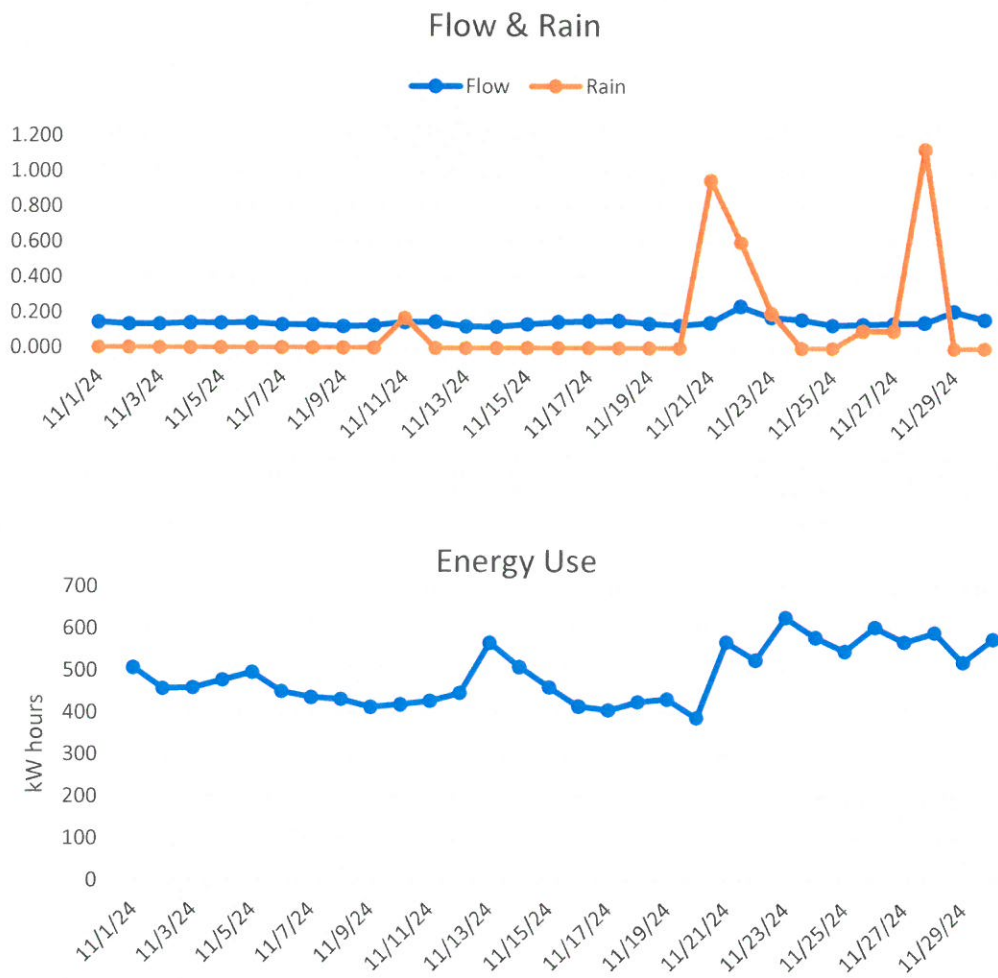
Chemical Use

The facility used 271.4 gallons of Sodium hypochlorite and 0 pounds of lime for process



FLOWS

FLOW MGD		Permit Limits
Maximum	0.238	
Minium	0.073	
Monthly Average	0.12	0.73
Total	3.49	



Notable Events:

The valve operator for the scumwell failed. Facility staff removed the operator gear box cannibalized another lesser used valve and are able to use the scumwell valve again by use of a large valve lever. Staff also cleaned the line on Baldwin Court from High St. south to the end. A section of High St. was also cleaned from Green Lane east to the where Baldwin Court and High St. intersect.

Drinking Water Consumer Notice

PWS #I 1858419

Jamestown Water

93 Narragansett Avenue, Jamestown, RI 02835

Jamestown Water Customer
Address
Jamestown, RI 02835

Lead Status Unknown Service Line Found in Jamestown Water Service Area

This letter is notification that Jamestown Water records indicate that the water service material connecting this property to our water service has not been confirmed, therefore the Lead Status is *Unknown*. If the service to the property is steel, the service line may contain lead. Please read this notice to understand what actions you can take to prevent exposure to lead and what Jamestown Water is doing.

Lead from service lines can get into drinking water as the metal in old pipes wears away. Exposure to lead – by drinking contaminated water or eating food prepared with contaminated water – can cause long-term health problems, especially for children younger than six years old and people who are pregnant.

Jamestown water is working to identify the material of all service lines to complete a Service Line Inventory and meet the requirements of recent amendments to the *Rhode Island Lead Poisoning Prevention Act*. In 2025, Jamestown Water will be replacing all water meters in the system. At that time, staff will be verifying all service line piping material to each customer and updating the inventory records.

We want to reassure you that Jamestown Water will be replacing all lead service lines over the coming years to protect public health and comply with federal and state laws and regulations.

In the meantime, Jamestown Water will provide you with a filter pitcher and six months of filter replacements upon request. The filter in the pitcher will significantly reduce lead levels in water. To request a water filter, please contact Michael Gray at mgray@jamestownri.net or Jean Lambert at jlambert@jamestownri.net.

What Are the Health Effects of Lead?

Anyone can suffer health effects from exposure to lead, but lead is most dangerous to children younger than six years old and people who are pregnant. Lead can hurt a child's brain and nervous system and slow down growth and development. People exposed to lead as children can have lifelong difficulties with learning and behavior and may have trouble paying attention. Even small amounts of lead can harm a child. Adults can have increased risks of heart disease, high blood pressure, kidney or nervous system problems. Lead poisoning is preventable.

What Are the Sources of Lead?

Lead can be found in many places in and around the home. Children in Rhode Island are most often exposed to lead through lead-based paint and paint dust found in homes built before 1978. Over time, lead-based paint can peel or crack. Children may accidentally breathe or

swallow lead dust or lead paint chips. Lead can also be found in soil around the home, some spices, and some pottery, crystal, or ceramic dishes.

While it is rarely the primary cause of lead poisoning in Rhode Island, drinking water can also be a source of lead. Lead and galvanized steel pipes were used in water infrastructure for much of the 1900s and were banned from use in Rhode Island in 1978. Lead solder was used to fuse pipe segments together until 1987. If a building was built or plumbed before 1987, it could have plumbing materials containing lead.

How Does Lead Get into Drinking Water?

As plumbing materials age, they begin to wear away (called corrosion). If they are made with lead, it can get into the drinking water. When water sits still and remains in contact with plumbing materials containing lead for a period of time, the lead may dissolve into the water. **If water has not been used for several hours – for example first thing in the morning or when you get home from school or work – it may have elevated levels of lead.**

What is a Service Line?

Service lines are the individual pipes that run from the water main in the street to a home or building. They consist of two sections: the *public-side* and the *private-side*. The *public side* of the service line runs from the water main to the curb stop (a valve that is often located near the property line or sidewalk) and the *private side* runs from the curb stop to the home.

Why and When Are Lead Service Lines Being Replaced?

Jamestown Water will be replacing all lead service lines over the next ten years. Please contact Michael Gray at mgray@jamestownri.net or Jean Lambert at jlambert@jamestownri.net for information on scheduling a free service line inspection.

Important: If you or the property owner (if different) decide to replace the private side portion of the lead service line on your/their own, please contact Michael Gray, Public Works Director at mgray@jamestownri.net. Jamestown water must attempt to coordinate simultaneous replacement of the public side portion or replace the public side portion in a timely manner after being notified, at no cost to the property owner.

Steps You Can Take to Reduce Exposure to Lead in Drinking Water

- **Treat the water.** Some water filters can remove lead from water. This water is safe to use for drinking and cooking. To request a water filter please contact Michael Gray at mgray@jamestownri.net or Jean Lambert at jlambert@jamestownri.net to request a filter pitcher and six months of filter replacements. Follow the filter instructions for installation, use, and maintenance. Change out replacement cartridges according to the filter instructions.

Note: Water softeners and reverse osmosis units will also remove lead from water but can make the water more corrosive to lead solder and plumbing by removing certain minerals. The installation of these treatment units at the point of entry into homes with lead plumbing should only be done under supervision of a qualified water treatment professional.

- **Run the cold water to flush out lead, even if you have a filter.** Flushing the tap means running the cold-water faucet for 3 to 5 minutes before using the water for drinking or cooking. Lead can build up in water when it sits still in the pipes. Flushing the pipes (or

letting the cold water run before using it) will remove the water that may contain higher lead levels. Flush the pipes before using water for drinking or cooking any time the water has gone unused for more than six hours.

Flushing tap water is a simple and low-cost measure you can take to protect your health. It usually uses less than one gallon of water. **visit the Rhode Island Department of Health website <https://health.ri.gov/water/about/lead/> for more detailed instructions on flushing your plumbing.**

- **Use cold water for preparing baby formula, even if you have a filter.** It is recommended that bottled or filtered water be used for drinking and preparing baby formula. If you need hot water, draw water from the cold tap and then heat it.
- **Use cold water for cooking, even if you have a filter.** Because lead from lead-containing plumbing materials and pipes can dissolve into hot water more easily than cold water, never drink, cook, or prepare beverages using hot water from the tap. Boiling water can kill bacteria, viruses, and other disease-causing organisms, but it will not reduce lead levels.
- **Remove and clean aerators/screens on plumbing fixtures, even if you have a filter.** Aerator screens are located at the tip of faucets. Over time, particles and sediment can collect in the aerator screen. Remove and clean aerators screens every two weeks.

Protect Your Child from Lead – Information from the Rhode Island Department of Health

Get your child tested for lead. Lead can be measured in the blood. Your child should have at least two blood lead screening tests by 36 months (one screening by 18 months and the second screening at least 12 months after) and an annual lead screening until the age of six. Contact the Rhode Island Department of Health or your healthcare provider to find out when their most recent lead screening test was and the results. Your family doctor or pediatrician can perform a blood test for lead and provide you with information about the health effects of lead. In Rhode Island, lead screening is a mandated coverage health insurance benefit and is free of charge. Learn more at health.ri.gov/lead.

Get your home tested for lead. If your home was built before 1978, it likely has lead-based paint. A licensed lead inspector can inspect your home and test the paint and soil for lead. Most rental housing built before 1978 is required to have a Certificate of Lead Conformance, showing the property has passed a lead inspection. Contact RIDOH to learn more about lead inspections.

For More Information

Contact us at Jamestown Water, Michael Gray, Public Works Director, at (401) 423-7225 or mgray@jamestownri.net. For more information on reducing lead exposure around your home and the health effects of lead, visit the Rhode Island Department of Health website health.ri.gov/lead or contact your health care provider. For more information about lead exposure through drinking water visit <https://health.ri.gov/water/about/lead/>.

This notice is being sent to you by **Jamestown Water, PWS ID#: RI1858419,
93 Narragansett Avenue, Jamestown, RI 02835**

Date distributed: November 6, 2024



EPA's LCRI Website:

[https://www.epa.gov/ground-water-and-drinking-](https://www.epa.gov/ground-water-and-drinking-water/lead-and-copper-rule-improvements)

[water/lead-and-copper-rule-improvements](https://www.epa.gov/ground-water-and-drinking-water/lead-and-copper-rule-improvements)



Office of Water

Resources

- Fact Sheets
 - General Overview
 - General One-Pager
 - Information for states and systems
 - Inventory Validation Requirements
 - Replacement Rate
 - Deferred Deadlines for Service Line Replacement
 - Tap Sampling Protocol
 - Cost-benefit fact sheet
 - Corrosion Control Treatment
- Public Education
- Sampling in Schools and Child Care Facilities
- Small Systems
- Questions and Answers
 - External Q&A
 - Detailed Q&As for states and systems
- Webinar Presentations
 - November 14th for the drinking water professional community

WaterTA

- EPA's water technical assistance (WaterTA), including the Get the Lead Out Initiative, helps disadvantaged communities identify lead services lines, develop replacement plans, and apply for funding to get the lead out.
- This effort is changing the odds for communities that have faced barriers to planning and accessing funding for lead service line replacements.
- Communities seeking to access GLO Initiative resources can request assistance by completing the [WaterTA request form](https://www.epa.gov/water-infrastructure/water-technical-assistance-waterta) on [EPA's WaterTA website](https://www.epa.gov/water-infrastructure/water-technical-assistance-waterta) (<https://www.epa.gov/water-infrastructure/water-technical-assistance-waterta>).

Available Funding Sources

- There are a number of pathways for systems to receive financial support for lead service line replacement.
 - Low- to no-cost financing through annual funding provided through the Drinking Water State Revolving Fund (DWSRF).
 - Low-cost financing from the Water Infrastructure Finance and Innovation Act (WIFIA) program.
 - Funding may also be available from other federal agencies, state, and local governments.
- Funding through the Bipartisan Infrastructure Law, includes:
 - \$26 billion over five years in drinking water infrastructure funding for lead-related activities.
 - \$15 billion over five years for lead service line replacement activities;
 - \$11.7 billion over five years, \$2.6 announced with LCRI, additional funding to the DWSRF program.
- Water Infrastructure for the Nation Act (WIIN) Grants
 - EPA announced \$35 million for communities to apply directly for removing sources of lead in drinking water, such as lead pipes and reducing lead in drinking water in schools and child care facilities.

Benefits and Costs

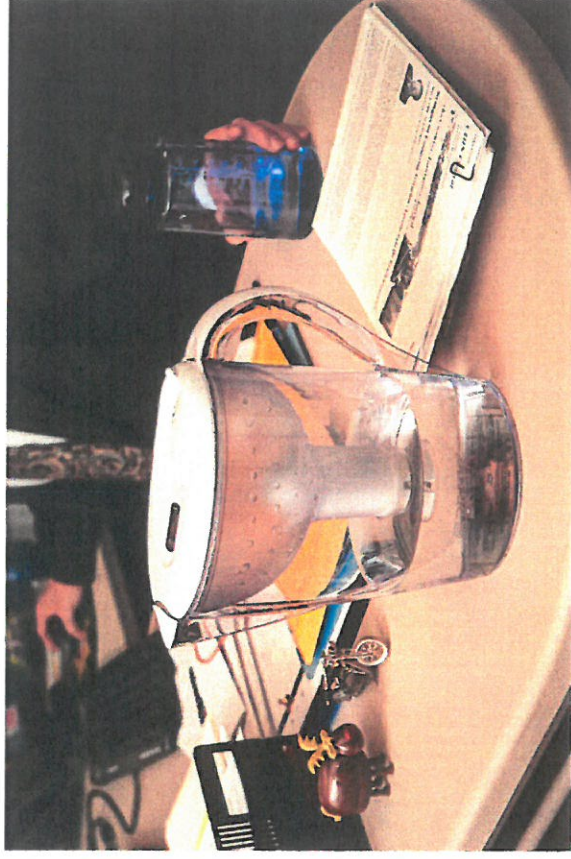
- EPA estimates that on average, each year after the LCRI is issued it will:
 - Protect up to 900,000 infants from being born with low birthweight, which puts them at risk of longer and more expensive hospital stays after birth.
 - Prevent Attention Deficit Hyperactivity Disorder (ADHD) in up to 2,600 children.
 - Reduce up to 1,500 cases of premature death from heart disease.
 - Prevent up to 200,000 IQ points lost in children.
- There are other avoided health impacts that EPA could not quantify including cancer, reproductive and developmental, immunological and neurological effects.
- The estimated annual benefits of the rule are up to 13 times greater than its estimated annual costs.
 - EPA estimates benefits to be \$13 to \$25 billion per year.
 - EPA estimates the costs to be \$1.5 to \$2 billion per year.

Communicating Transparently and Frequently

- Requires more frequent and proactive communications on lead service lines and the system's plans for replacement.
- Requires communities to include clear health language about the dangers of lead in Consumer Confidence Reports and public education materials.
- The Consumer Confidence Reports will also provide information about
 - Testing for lead in schools and child care facilities.
 - Inform consumers where they can find the water system's lead service line replacement plan.
 - The corrosion control efforts the system is taking.

Supports Reducing Exposure at Home

- Water systems with multiple lead action level exceedances are required to conduct additional outreach to consumers and make filters available to all consumers.
- Water systems must provide filters following disturbances of lead service lines and lead service line replacements.
- The filters must be certified to reduce lead.

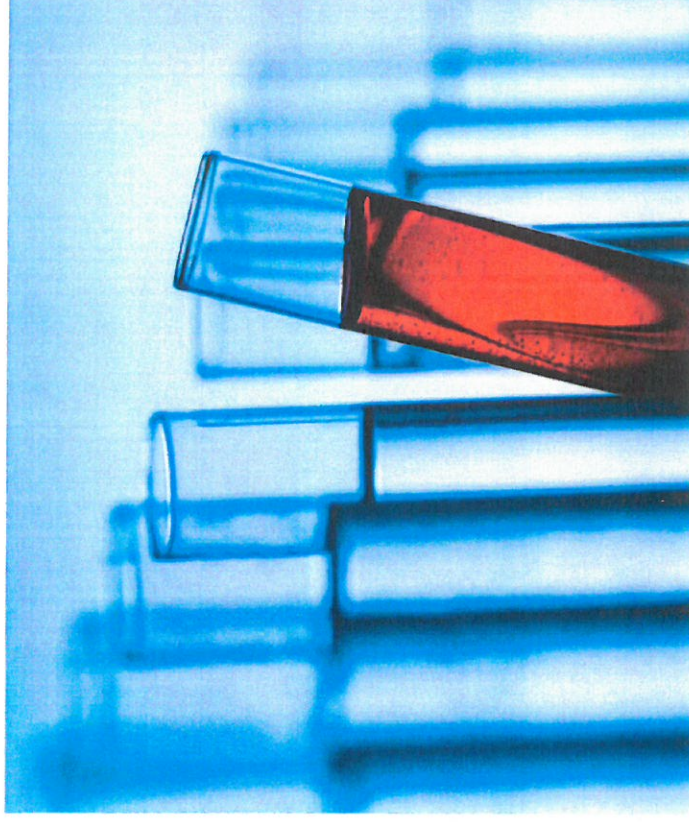


Lowens the Action Level and Eliminates the Trigger Level

- The LCRI lowers the threshold for taking action, known as the lead action level from 15 µg/L to 10 µg/L
- Eliminates the overly complex trigger level
- When a water system's 90th percentile lead sampling result exceeds this level, the system would be required to:
 - Notify the public
 - Install or adjust corrosion control treatment
 - Conduct public education program
- Note that systems must expeditiously replace all lead service lines irrespective of whether or not they exceed the action level

Strengthen Tap Sampling

- Changes to tap sampling requirements, informed by best practices already being used by leading states like Michigan.
- Requires water systems to collect first-liter and fifth-liter samples at sites with a lead service line.
- Systems must use the higher of the two values when calculating the system's 90th percentile lead level.



Locate Existing Lead Pipes

- Knowing where lead pipes are is critical to replacing them efficiently and equitably.
- Water systems are currently required to provide the state with an initial inventory of their lead service lines by October 16, 2024 that must be made publicly available.
- Under the LCRI, all water systems are required to regularly update their inventories and identify the materials of all service lines of unknown material.
 - Systems are required to complete baseline inventories 3 years after the publication date of the LCRI in the *Federal Register*.

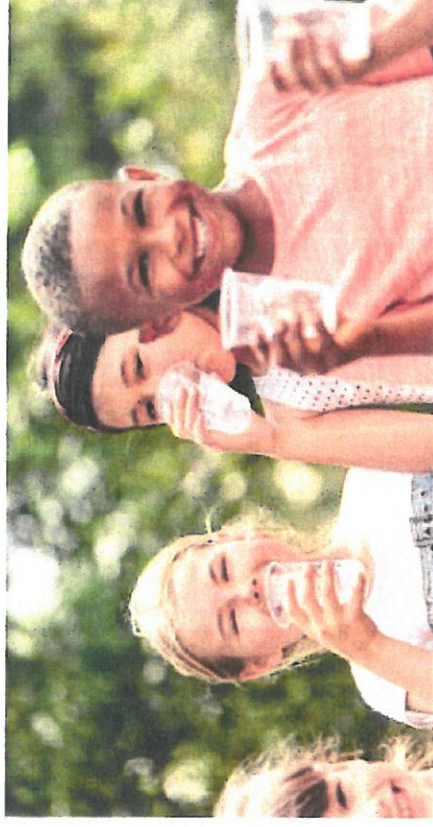
Lead Service Line Replacement

- Where lead service lines are present, they represent the greatest source of exposure to lead in drinking water.
- Water systems will be required to replace lead services lines under their control within 10 years.
- In limited circumstances, additional time for systems with a high proportion of lead service lines will be provided to complete service line replacement.
- Systems must create a service line replacement plan and make it publicly available.
- Lead service line replacement removes the greatest lead in drinking water risk to many communities.



Key Provisions in the Final LCRI

- Replace lead services lines within 10 years
- Locate existing lead pipes
- Strengthens tap sampling
- Lowers the threshold for taking action and eliminates the overly complex trigger level
- Supports reducing exposure at home
- Communicating transparently and frequently



Key Messages

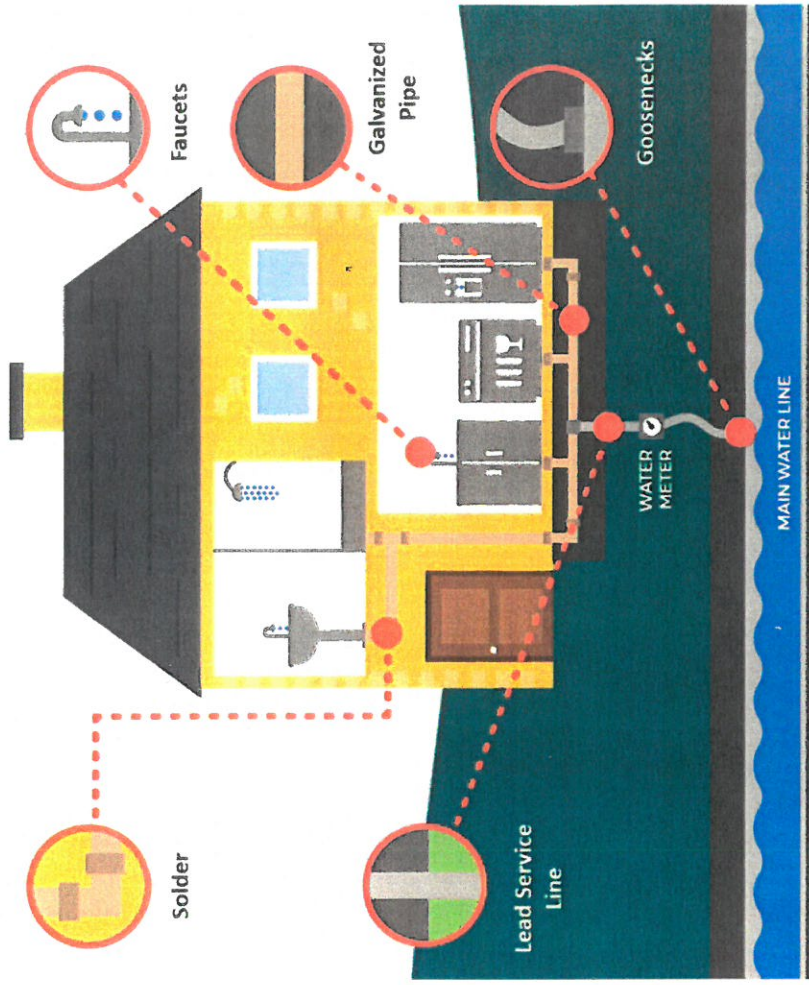
- The health and economic benefits of the Rule exceed the costs by more than tenfold. Investments in removing lead pipes will create good-paying local jobs.
- Thanks to the Bipartisan Infrastructure Law and funding programs like Water Infrastructure Finance and Innovation Act (WIFIA), there has never been more federal funding available to remove lead pipes.
- The Biden-Harris Administration is taking a whole of government approach to get the lead out of our communities, deliver clean water for all, and advance environmental justice.

Key Messages

- Lead and Copper Rule Improvements (LCRI) strengthens nationwide requirements to protect the public from lead in drinking water. These advancements are commonsense, achievable, and built on actions taken by states and cities.
- The LCRI requires water systems to replace lead service lines within 10 years.
- The final rule establishes additional requirements to better protect communities from lead in drinking water including requirements to,
 - Locate legacy lead pipes,
 - Improve tap sampling,
 - Lower the lead action level,
 - Strengthen public health protection through filter requirements, and
 - Improve communication.

Lead in Drinking Water

- Lead in drinking water irreparably harms the health of children and adults and disproportionately impacts lower-income communities and communities of color.
- Legacy lead pipes have exposed generations of Americans to health-harming lead and will continue to do so until they are removed.
- EPA estimates that up to 9 million homes are connected to water mains through lead pipes, posing an ever-present risk to American's health and wellbeing.



Final Lead and Copper Rule Improvements

October 24, 2024



Office of Water

Town of Jamestown

Finance Department

Town Hall

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9809 Fax 401-423-7229

Email: ccollins@jamestownri.net



Christina D. Collins
Finance Director

MEMORANDUM

TO: Edward A. Mello, Town Administrator

FROM: Christina D. Collins, Finance Director

DATE: January 16, 2025

SUBJECT: Budget to Actual- Water & Sewer

A handwritten signature in blue ink, consisting of a stylized 'C' followed by a flourish.

Attached is the Budget to Actual report for the Fiscal Year 2025. The report contains the expenses that have been paid through December 31, 2024.

Please do not hesitate to contact me with any questions or concerns.

Budget vs Actual - Water
TOWN OF JAMESTOWN, RI
For 12/31/2024

Run: 1/16/2025 at 1:01 PM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	%
					of Budget
2102 7000 70100 00 Salary- Public Works Director	30,033.00	2,310.18	16,742.64	13,290.36	55.75
2102 7000 70102 00 Salary- Accounting	50,745.00	3,415.80	24,999.34	25,745.66	49.26
2102 7000 70103 00 Salary - Treatment Plant Operator	91,991.00	0.00	0.00	91,991.00	0.00
2102 7000 70104 00 Ass't Plant Operator w/longevity	76,528.00	6,604.80	51,015.25	25,512.75	66.66
2102 7000 70105 00 Salary - Plant Operator	73,192.00	5,262.42	34,678.10	38,513.90	47.38
2102 7000 70339 00 License Yrly	1,800.00	0.00	0.00	1,800.00	0.00
2102 7000 70513 00 Treatment Plant Operator - OT	15,000.00	0.00	0.00	15,000.00	0.00
2102 7000 70514 00 Ass't Treatment Plant Operator OT	15,000.00	3,678.67	17,357.03	(2,357.03)	115.71
2102 7000 70515 00 Plant Operator- OT	10,000.00	197.34	4,502.66	5,497.34	45.03
7000 Salaries	364,289.00	21,469.21	149,295.02	214,993.98	40.98
2102 7001 70900 00 SOCIAL SECURITY TAX	27,730.00	1,430.50	10,171.56	17,558.44	36.68
2102 7001 70901 00 Blue Cross/Delta Dental	37,000.00	1,487.20	8,810.66	28,189.34	23.81
2102 7001 70902 00 Worker's Compensation	10,000.00	0.00	0.00	10,000.00	0.00
2102 7001 70903 00 Retirement System	26,750.00	1,594.02	11,091.34	15,658.66	41.46
2102 7001 70906 00 Life Insurance	670.00	38.70	232.20	437.80	34.66
2102 7001 70910 00 Clothing	1,500.00	0.00	580.00	920.00	38.67
7001 Benefits	103,650.00	4,550.42	30,885.76	72,764.24	29.80
7000/7001 Salaries & Benefits	467,939.00	26,019.63	180,180.78	287,758.22	38.51
2102 7005 70601 00 Maintenance	6,500.00	0.00	0.00	6,500.00	0.00
2102 7005 70606 00 ALARM LINES	4,000.00	460.44	2,031.45	1,968.55	50.79
7005 Reservoirs/Rights of Way	10,500.00	460.44	2,031.45	8,468.55	19.35
2102 7006 70601 00 Maintenance	1,000.00	0.00	0.00	1,000.00	0.00
2102 7006 70636 00 Wells- Electricity	12,000.00	1,305.40	6,266.80	5,733.20	52.22
7006 Wells	13,000.00	1,305.40	6,266.80	6,733.20	48.21
2102 7010 70008 00 Lab Supplies - Water	15,000.00	712.68	2,061.44	12,938.56	13.74
2102 7010 70201 00 Consultant	100,000.00	0.00	0.00	100,000.00	0.00
2102 7010 70631 00 Chemicals	65,000.00	8,759.54	23,859.81	41,140.19	36.71
2102 7010 70632 00 Heat	18,000.00	6,322.41	8,878.79	9,121.21	49.33
2102 7010 70633 00 Equip. Maintenance	60,000.00	973.63	4,917.45	55,082.55	8.20
2102 7010 70634 00 Professional Services	30,000.00	3,557.50	12,120.50	17,879.50	40.40
2102 7010 70635 00 Telephone	3,000.00	5.23	416.52	2,583.48	13.88
2102 7010 70636 00 Pumpout- Electricity	55,000.00	6,951.83	27,482.75	27,517.25	49.97
2102 7010 70637 00 Bldg Maint	10,000.00	366.67	3,315.86	6,684.14	33.16
2102 7010 70638 00 State Testing	12,000.00	574.00	4,377.95	7,622.05	36.48
2102 7010 70639 00 License Fees	6,000.00	0.00	1,200.00	4,800.00	20.00
2102 7010 70643 00 PUMP OUT TREATMENT PLANT	3,500.00	0.00	1,000.00	2,500.00	28.57
2102 7010 70645 00 WATER SLUDGE DISPOSAL	28,000.00	2,767.09	9,287.09	18,712.91	33.17
7010 Pump Station & Treatment Plant	405,500.00	30,990.58	98,918.16	306,581.84	24.39
2102 7011 70636 00 South Pond- Electricity	6,000.00	0.00	36.07	5,963.93	0.60
2102 7011 70637 00 South Pond Transfer Pump	4,000.00	0.00	0.00	4,000.00	0.00
7011 South Pond Pre-Treatment Bldg	10,000.00	0.00	36.07	9,963.93	0.36
2102 7012 70636 00 Water Tower- Electricity	2,000.00	140.81	598.01	1,401.99	29.90
2102 7012 70643 00 Water Tower - Maintenance	500.00	0.00	0.00	500.00	0.00
7012 Water Tower	2,500.00	140.81	598.01	1,901.99	23.92
2102 7013 70644 00 Vehicles Gas & Oil	2,000.00	0.00	848.19	1,151.81	42.41
2102 7013 70645 00 Repair and Maintenance	4,000.00	0.00	0.00	4,000.00	0.00
7013 Vehicles	6,000.00	0.00	848.19	5,151.81	14.14
2102 7020 70651 00 Clamps	2,000.00	0.00	232.86	1,767.14	11.64
2102 7020 70652 00 Pipe	6,000.00	0.00	13,601.72	(7,601.72)	226.70
2102 7020 70653 00 Backfill & Excavation	2,000.00	0.00	1,135.00	865.00	56.75
7020 Maintenance & Laterials	10,000.00	0.00	14,969.58	(4,969.58)	149.70
2102 7030 70661 00 Service Repairs	10,000.00	1,553.92	5,057.07	4,942.93	50.57
2102 7030 70663 00 New Services	6,000.00	0.00	0.00	6,000.00	0.00
7030 Water Division Services	16,000.00	1,553.92	5,057.07	10,942.93	31.61
2102 7040 70672 00 Supplies/Expenses	18,000.00	0.00	10,471.96	7,528.04	58.18
7040 Meters	18,000.00	0.00	10,471.96	7,528.04	58.18
2102 7050 70681 00 Hydrants- Maintenance	8,500.00	0.00	0.00	8,500.00	0.00
7050 Hydrants	8,500.00	0.00	0.00	8,500.00	0.00

**Budget vs Actual - Water
TOWN OF JAMESTOWN, RI
For 12/31/2024**

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
2102 7060 70923 00 Billing	6,500.00	1,809.05	3,733.11	2,766.89	57.43
2102 7060 70924 00 Insurance	15,000.00	0.00	0.00	15,000.00	0.00
2102 7060 70925 00 Audit	3,000.00	0.00	0.00	3,000.00	0.00
2102 7060 70926 00 Supplies	8,000.00	341.25	3,284.69	4,715.31	41.06
7060 Administration	32,500.00	2,150.30	7,017.80	25,482.20	21.59
2102 7070 70300 00 Water Debt	490,000.00	0.00	0.00	490,000.00	0.00
2102 7070 70940 00 Interest	79,156.00	0.00	66,321.80	12,834.20	83.79
7070 Debt Service	569,156.00	0.00	66,321.80	502,834.20	11.65
2102 7080 70000 00 Water Filters	0.00	3,025.61	3,025.61	(3,025.61)	0.00
2102 7080 70800 00 Water- Capital	100,000.00	0.00	0.00	100,000.00	0.00
7080 Capital	100,000.00	3,025.61	3,025.61	96,974.39	3.03
2102 7081 70604 00 Distribution	0.00	7,652.00	22,672.23	(22,672.23)	0.00
2102 7081 71303 00 WATER MANAGEMENT PLAN	0.00	1,950.00	6,450.00	(6,450.00)	0.00
Total Expenses	0.00	9,602.00	29,122.23	(29,122.23)	0.00
 Total Expenses	 1,669,595.00	 75,248.69	 424,865.51	 1,244,729.49	 25.45

**Budget vs Actual - Sewer
TOWN OF JAMESTOWN, RI
For 12/31/2024**

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
2103 7000 70100 00 Salary, Public Works Director	30,033.00	2,310.18	16,742.64	13,290.36	55.75
2103 7000 70101 00 Salary- Superintendent	92,739.00	6,604.80	42,883.20	49,855.80	46.24
2103 7000 70102 00 Salary, Clerical	50,745.00	3,415.80	24,999.35	25,745.65	49.26
2103 7000 70103 00 Salaries, Ass't Superintendent	82,650.00	5,886.41	48,672.12	33,977.88	58.89
2103 7000 70104 00 Salaries- Plant Operator	73,887.00	5,262.40	34,192.76	39,694.24	46.28
2103 7000 70335 00 License- Contractual	1,800.00	0.00	0.00	1,800.00	0.00
2103 7000 70336 00 Clothing	1,500.00	0.00	1,433.31	66.69	95.55
2103 7000 70511 00 Wastewater Superintendent - OT	14,000.00	2,140.32	13,766.82	233.18	98.33
2103 7000 70513 00 Ass't Superintendent - OT	14,000.00	715.32	5,708.64	8,291.36	40.78
2103 7000 70514 00 Plant Operator - OT	13,000.00	852.48	2,344.32	10,655.68	18.03
2103 7000 70639 00 License Fees	0.00	0.00	1,800.00	(1,800.00)	0.00
2103 7000 70900 00 Social Security Tax	28,386.00	1,838.60	12,919.65	15,466.35	45.51
2103 7000 70901 00 Blue Cross/Delta Dental	51,602.00	3,384.45	20,137.97	31,464.03	39.03
2103 7000 70902 00 Worker'S Compensation	8,000.00	0.00	0.00	8,000.00	0.00
2103 7000 70903 00 Retirement System	38,250.00	2,207.96	15,570.56	22,679.44	40.71
2103 7000 70906 00 Life Insurance	695.00	58.05	348.30	346.70	50.12
7000 Salaries	501,287.00	34,676.77	241,519.64	259,767.36	48.18
7000/7001 Salaries & Benefits	501,287.00	34,676.77	241,519.64	259,767.36	48.18
2103 7002 70001 00 Power- Electricity	55,000.00	4,323.74	21,071.79	33,928.21	38.31
2103 7002 70002 00 Chemicals	5,000.00	0.00	0.00	5,000.00	0.00
2103 7002 70003 00 Heat	15,000.00	1,112.57	2,402.34	12,597.66	16.02
2103 7002 70004 00 Water	3,000.00	0.00	564.21	2,435.79	18.81
2103 7002 70005 00 Chlorine	10,000.00	0.00	2,293.49	7,706.51	22.93
2103 7002 70006 00 Equipment Maintenance	45,000.00	1,534.88	16,036.78	28,963.22	35.64
2103 7002 70007 00 Misc. Supplies, Office, Cleani	10,000.00	351.81	4,418.19	5,581.81	44.18
2103 7002 70008 00 Lab Supplies	4,000.00	1,760.00	2,076.10	1,923.90	51.90
2103 7002 70009 00 Telephone	1,000.00	19.17	203.04	796.96	20.30
2103 7002 70010 00 Alarm Line- N.E.T.	7,500.00	613.37	3,378.86	4,121.14	45.05
2103 7002 70011 00 Sludge Composting	50,000.00	7,087.97	30,281.24	19,718.76	60.56
2103 7002 70012 00 Truck Operation & Maintenance	2,000.00	372.19	519.14	1,480.86	25.96
2103 7002 70013 00 Gas- Truck	3,500.00	0.00	857.98	2,642.02	24.51
2103 7002 70014 00 State Mandated Testing	40,000.00	5,180.00	22,021.01	17,978.99	55.05
2103 7002 70201 00 Professional Services - Legal	2,500.00	0.00	0.00	2,500.00	0.00
2103 7002 70315 00 Training Of Members	1,000.00	0.00	95.00	905.00	9.50
2103 7002 70600 00 Professional Services	3,000.00	0.00	120.00	2,880.00	4.00
7002 Wastewater Treatment Facility	257,500.00	22,355.70	106,339.17	151,160.83	41.30
2103 7003 70017 00 Pumping Station #3	6,000.00	375.61	1,592.04	4,407.96	26.53
2103 7003 70018 00 Pumping Station #1	35,000.00	1,698.09	8,298.40	26,701.60	23.71
2103 7003 70019 00 Pumping Station #2	17,000.00	682.75	3,119.53	13,880.47	18.35
2103 7003 70020 00 Pumping Station #4	1,000.00	65.05	243.42	756.58	24.34
7003 Pumping Stations	59,000.00	2,821.50	13,253.39	45,746.61	22.46
2103 7004 70598 00 Equipment Insurance	10,000.00	0.00	0.00	10,000.00	0.00
7004 Insurance	10,000.00	0.00	0.00	10,000.00	0.00
2103 7005 70021 00 Maintenance Sewer Mains	12,000.00	0.00	3,570.00	8,430.00	29.75
2103 7005 70504 00 Payment Of Principal - Town	8,004.00	0.00	0.00	8,004.00	0.00
2103 7005 70605 00 Interest Payments	37,875.00	105.22	5,024.56	32,850.44	13.27
7005 Sanitary Sewers, Laterials & Mains	57,879.00	105.22	8,594.56	49,284.44	14.85
2103 7081 70801 00 Waste Water Improvment FY24	80,000.00	0.00	48,793.50	31,206.50	60.99
7081 Capital Improvements	80,000.00	0.00	48,793.50	31,206.50	60.99
2103 7082 71000 00 Sewer Capital - Rehab project	0.00	17,850.00	53,524.00	(53,524.00)	0.00
Total Expenses	0.00	17,850.00	53,524.00	(53,524.00)	0.00
Total Expenses	965,666.00	77,809.19	472,024.26	493,641.74	48.88

F-24-12
One-Day Class F/F1 Liquor License
Status: Active
Submitted On: 12/29/2024

Primary Location
18 VALLEY STREET
Jamestown , RI 02835
Owner
JAMESTOWN ARTS CENTER INC
P O BOX 97 JAMESTOWN , RI 02835

Applicant
 Charles Tregenza
 203-246-5015
 charlie@jamestownartcenter.org
 18 Valley Street
Jamestown, RI 02835

Application Details

Retailer Class*	Date of Event*
Class F (Beer/Wine)	01/31/2025
Hours of Event*	Event Name/Type*
5:30-7:30 pm	The Sun Opening Reception
Organization/Corporate Name*	DBA Name
Jamestown Arts Center	
Business Address*	Business Phone*
18 Valley Street	401-560-0979
Alternate Phone*	Business Email Address*
203-246-5015	charlie@jamestownartcenter.org
Will Entertainment be provided?*	Has an Event/Entertainment License been requested and/or applied for?*
Yes	Yes
Is Property Town Owned?*	Address of Event*
No	18 Valley Street

Acknowledgement

I hereby certify that the statements held within this application are true to the best of my knowledge and belief.

Applicant Signature*	Date*
 CHARLES TREGENZA Dec 23, 2024	12/29/2024

F-25-1
One-Day Class F/F1 Liquor License
Status: Active
Submitted On: 1/15/2025

Primary Location
18 VALLEY STREET
Jamestown , RI 02835
Owner
JAMESTOWN ARTS CENTER INC
P O BOX 97 JAMESTOWN , RI 02835

Applicant
 Charles Tregenza
 203-246-5015
 charlie@jamestownartcenter.org
 18 Valley Street
Jamestown, RI 02835

Application Details

Retailer Class* Class F1 (Full Bar)	Date of Event* 01/25/2025
Hours of Event* 7:00-10:00 PM	Event Name/Type* Fundraiser
Organization/Corporate Name* Jamestown Arts Center	DBA Name
Business Address* 18 Valley Street	Business Phone* 401-560-0979
Alternate Phone* 203-246-5015	Business Email Address* charlie@jamestownartcenter.org
Will Entertainment be provided?* Yes	Has an Event/Entertainment License been requested and/or applied for?* Yes
Is Property Town Owned?* No	Address of Event* 18 Valley Street

Acknowledgement

I hereby certify that the statements held within this application are true to the best of my knowledge and belief.

Applicant Signature*
 CHARLES TREGENZA
Jan 15, 2025

Date*
01/15/2025

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: January 15, 2025
SUBJECT: Report for Town Council Meeting January 21, 2025

TC Chambers Listening Device- The Town Clerk through the posting of all meetings, notifies the public that may be in need of hearing assistance, that such accommodations would be provided. The Council Chambers has previously been equipped with hearing devices which would be made available to the public upon request. We have just completed an upgrade to this equipment which now uses blue tooth technology. This remains available to the public upon notice and request to the Town Clerk.

Senior Center- The staff has worked to 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 option also includes creating office space and private meeting space. (unfinished business)

Town Project Update- I have prepared a project status report as a basic oversight of current projects under the responsibility of the Town Staff.

Tax Abatement Programs- At the direction of the Town Council, the staff has developed a report showing the impacts of three potential tax abatement initiatives: an increase to the current credits offered to the veteran related categories; an increase to the credit offered to the income based senior category and a new abatement applied to resident owned (homestead) residential properties. (unfinished business)

Legislative Priorities 2025-I have been engaged with the RI League of Cities and Town to develop a defined list of priorities that all 39 cities and towns support. For your consideration is a template resolution in support of the priorities as a group. (new business)

Newport Mental Health-Chief Campbell and I met with the leadership of Newport Mental Health (NMH) to discuss services that might be made to residents of Jamestown. NMH is located in Middletown and is responsible for providing community mental health services to Jamestown. Areas discussed:

Availability of services-Through a recently established 24/7 service (one of only ten in the United States to be recently funded through grant programs) provides mobile mental health professionals to be available by phone or in person (at home available) for individuals and families in Jamestown. These initial services are the beginning place of wrap around follow up services. The expected response time of the “team” is less than one-hour.

Staff Training-We are working to develop a staff training program in partnership with Newport Mental with a focus on recognition and next steps of resources and referral options. The training will include Town employees of all departments including police, fire personnel, senior services, recreation department, public works and members of the Coast Team.

Marketing-Newport Mental is reinvesting in its commitment to further “market” its available services to Jamestown residents. We requested a particular focus on young adults and children along with their families.

We will continue to work to develop these strategies along with partners such as the Jamestown Fire Department Coast Team and Newport Mental Health.

PROJECT	2025												2026	COST	SOURCE	STATUS
	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	NOV	DEC				
ESR BIKE LANE PLANNING														\$ 100,000	RIDOT	GRANT APPROVED
FT GETTY BATHROOM														\$ 250,000	TOWN	DESIGN
SENIOR CENTER																IN PROCESS
SAFE ROUTES TO SCHOOL														\$ 425,000	GRANT	UNRESOLVED
JPD HVAC/BATHS/INSULATION														\$ 225,000	TOWN	IN PROCESS
SOUTH POND DAM															BOND	PERMITTING
HULL COVE TRAIL														\$ 70,000	GRANT	UNDER REVIEW
OLD FERRY LANDING															TOWN	PERMITTING
EF SIDEWALK/SEAWALL															TOWN	IN PROCESS
HMP GRANT/PLAN														\$ 35,000	GRANT	IN PROCESS
WATER LINE NORTH ROAD														\$2 MIL	FDA/TOWN	PERMITTING
WATER LINE NARR AVENUE														\$2 MIL	TOWN	PERMITTING
WATER METER REPLACEMENT														\$ 840,000	APRA	IN PROCESS
COMP PLAN														\$ 165,000	TOWN	IN PROCESS
EOP/EMA PLAN																UNDER REIEW
EMPLOYEE HANDBOOK																IN PROCESS
TOWN WEBSITE														\$ 10,000	TOWN	IN PROCESS
WEST FERRY BULKHEAD REPAIR														\$ 15,000	HARBOR	PERMITTING
DRINKING WATER STUDY														\$ 115,000	RIB GRANT	IN PROCESS
WASTE WATER PROJECT														\$10 MIL	W/S	IN PROCESS
ROAD PAVING														\$1MIL	TOWN/RI	IN PROCESS
HARBOR MANAGEMENT PLAN															TOWN	IN PROCESS
HARBOR ORDINANCE															TOWN	IN PROCESS
FIRE ALARM UPGRADES														\$ 45,000	TOWN	IN PROCESS
CYBER SECURITY UPGRADES														\$ 32,000	GRANT	IN PROCESS

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: January 14, 2025
SUBJECT: Senior Center Project

Since late summer 2023, a small working group of staff members and representatives from the Friends of Jamestown Seniors and the Senior Advisory Committee have been meeting to discuss options for an improved senior center facility.

This group includes: BJ Whitehouse (Senior Advisory Committee), Fred Pease and now Fernando Pereira (Friends of Jamestown Seniors), Public Works Director Mike Gray, Senior Services Director Molly Rose, Town Planner Lisa Bryer and myself.

We have worked with Union Studios to conduct a spacial needs assessment and the assessment of 11 Knowles Court and 6 West Street properties. The Town Council was previously presented with those findings and report.

The group met on February 13, 2024 to discuss the two properties in an effort to make a recommendation to the Town Council.

Examining the report prepared by Union Studios revealed that either property would meet the spatial needs and that either property would require a substantial investment in order to meet the current needs of a well programmed and functional space for senior services.

After much discussion, the group reached a unanimous consensus to recommend the 6 West Street property.

Considerations included:

Additional square footage in the existing footprint of the building

Parking-although this site offered no off-street parking; it offers parking on nearby streets and parking lots which are not impacted seasonally

This site is established and known as the Senior Center

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.

The staff has worked to 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 option also includes creating office space and private meeting space. This approach and project if approved and funded would be managed by Town staff. This option was recently discussed by the Senior Advisory Committee and they have indicated that this is their preferred option. The estimated cost of this option is \$995,000. We currently have \$110,000 in available capital funds.

6 West Street

Option 3 Repair Jan 1 2025

Estimate

HVAC Replacement	\$ 250,000
Bathroom Renovations (2)	\$ 40,000
Interior Plumbing	\$ 150,000
Interior Framing/drywall	\$ 35,000
Demo-basement floor	\$ 20,000
Waterproofing	\$ 15,000
Relace Frame/Floor Basement	\$ 75,000
Demo stage area	\$ 20,000
Electrical	\$ 50,000
Lighting	\$ 50,000
Firealarm	\$ 50,000
Low Voltage	\$ 7,500
2nd story over utility	\$ 50,000
Painting	\$ 40,000
Flooring	\$ 10,000
Insulation	\$ 20,000
Roofing	\$ 75,000
Audio/Visual	\$ 12,500
Furniture	\$ 25,000
Less Available Capital	\$ (110,000)
TOTAL	\$ 885,000

Program	Avg. Participation	Daily Program	Monthly Program	Weekly Programs	Located Upstairs	Located Downstairs (meal site)	Notes
Meal Site	25-30 *avg. number increasing	X				X	
Tai Chi	20-25			X	X		
Chair Yoga	16			X			
South County Health Checks with RN	12		X		X	X	*in need of privacy
Bridge/Cards/Tile Games	8-12			X	X		
6-8 Week Workshop Sessions (topics vary)	15-30			X	X		
Movie Screenings	15-30		X		X		
Lectures/ One day Presentations	30-50		X		X		
Medicare, Resources & Counseling	4-8		X			X	* in need of privacy
Health Screenings/Various Health Related Services	8-20				X		*in need of privacy
BINGO	20-30			X	X		
Tax Assistance Program	80						*Jan-April Appointments scheduled from 9-1 PM on Tuesdays and Thursdays during these months *more privacy needed
Crafts (painting, floral arranging)	15-20		X		X		*would like to offer more, but limited availability upstairs prevents that
Holiday Meals (special luncheons)	40-50					X	* quarterly meals

Jamestown Senior Center: (Weekly Schedule Example)

DAY OF WEEK	UPSTAIRS	DOWNSTAIRS	OFFSITE
MONDAY	<p>9 AM-10 AM: TAI CHI (20-25)</p> <p>10:30 AM-11:30 AM: RUSTY PENS WRITING WORKSHOP (6)</p> <p>1 PM-2:15 PM: CHAIR YOGA (16)</p>	<p>8:30 AM-9:30 AM: MEALS ON WHEELS DELIVERED AND PACKED (1 STAFF)</p> <p>10 AM-11 AM: TAI CHI PARTICIPANTS FOR COFFEE (15-20)</p> <p>11:30-1 PM: DAILY LUNCH (25-35) *NUMBER OF MEALS SERVED DAILY HAS BEEN INCREASING</p>	<p>10 AM: Aquatic Therapy at St. Clare's in Newport, RI</p>
TUESDAY	<p>10 AM-NOON: SOUTH COUNTY HEALTH RN APPOINTMENTS, 1ST TUESDAY OF EACH MONTH (12)</p> <p>10-11 AM: ZUMBA (25)</p> <p>1-3:30 PM: BRIDGE (8-12)</p> <p>MAH JONGG: 5-7 PM (8)</p>	<p>11:30-1:30 PM: Daily Lunch (25-35) *number of meals served has been increasing</p>	
WEDNESDAY	<p>1-3:30 PM: various 6-8 week workshops (12-25)</p> <ul style="list-style-type: none"> • 1 hour lecture(s) (20-45) • One day workshops/presentations (15-30) 	<p>11:30-1:30 PM: Daily Lunch (25-30) *number of meals served has been increasing</p>	<p>10:15 AM-11:15 AM: Bone, Strength and Balance Class (30)</p>
THURSDAY	<p>12-4 PM: Cyber Seniors (4)</p> <p>1:30-4 PM: Movie Screenings (15-30)</p> <ul style="list-style-type: none"> • One day workshops/presentations (15-30) • lectures (30-50) 	<p>11:30-1:30 PM: Daily Lunch (25-35) *number of meals served has been increasing</p> <p>1-3 PM LIHEAP Heating Assistance</p>	
FRIDAY	<p>9:30-11:30 AM: Mah Jongg (8-12)</p> <p>1-3:30 PM: Bingo (20-30)</p>	<p>11:30-1:30 PM: Daily Lunch (25-35) *number of meals served has been increasing</p>	<p>10:15 AM-11:15 AM: Bone, Strength and Balance Class (30)</p>

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: January 13, 2025
SUBJECT: Tax Abatement Data

At the direction of the Town Council, the staff has developed a report showing the impacts of three potential tax abatement initiatives: an increase to the current credits offered to the veteran related categories; an increase to the credit offered to the income based senior category and a new abatement applied to resident owned residential properties (homestead).

The findings of each category are attached. I have also included the impact of the credits issued to the various categories of fire department members which is scheduled to increase for the 2025 Tax bill.

Based upon our findings, if all abatements were instituted, the current tax rate of \$7.1741/per thousand would increase to \$8.1614/per thousand. Using the 2021 property values, the owner of a home at the median value of \$718,600 would realize a net savings of \$837.53. The "break even" home value is \$1,566,000.

In addition to the impact of the abatement/credits that would increase the tax rate if so instituted, the staff has recommendations in a variety of areas related to the homestead abatement:

Automatic adjustments related to the CPI: Staff has concerns about an automatic adjustment attached to an undetermined and potentially volatile rate that could ultimately lead to a frequent fluctuation in the property tax rate beyond other factors such as those related to budget increases and property revaluation.

Automatic adjustments related to the median home value: Staff has concerns about an automatic adjustment attached to an undetermined and potentially volatile value that could ultimately lead to a frequent fluctuation in the property tax rate beyond other factors such as those related to budget increases and property revaluation. In 2108, there was an increased value of 16% and in 2021 the increase was 26% in value.

Instead, the staff recommends that any homestead abatement be determined following a revaluation year (occurs every three-years) and be set to be effective for the following tax year and

the next two years. i.e. We are currently in a revaluation process for the property values as of December 31, 2024. This process will not be complete until April of 2025. Use this data to develop a median residential type home value to set any abatement to be applied for the 2026 tax bill and the following two years.

Residency and occupancy requirements: The attached report used the simple threshold of residential property types which are owned by a registered voter. Any proposed ordinance would need to define the criteria including occupancy to receive resident status along with the required documentation. Other uses of the property i.e. short-term rental should be considered. Properties in a trust, estate or LLC would need to be addressed. The ordinance would need to specify the frequency at which residents must certify.

Prorated properties: A number of properties are mixed use; i.e. commercial and residential or multi-family. The ordinance would need clarification on any prorated formula to be applied to these properties.

Software cost: Current tax credits/abatements are performed by a manual paper process and remain relatively manageable. Any proposed changes as suggested would likely require additional software that would allow the applicants to submit electronically. This would also allow the staff to review the application more efficiently. Based upon recent expansion to electronically filing in other areas of the Town permitting, I would estimate the initial software cost to be \$65,000-75,000. There would be an expected annual cost of the software in the range of \$15,000-20,000.

Staffing cost: The currently offered tax credits/abatements applications are managed and reviewed by the staff along with their other related responsibilities. Any such expansion of credits/abatement and the review process will result in the need of additional staffing.

Category	Ordinance	# of properties	Current Credit	Total Credit	Proposed Credit	Total Credit
Gold Star Parent	66-46	0	\$ 300	\$ -	\$ 5,000	\$ -
Veteran	66-47	242	\$ 250	\$ 60,500	\$ 500	\$ 121,000
Widow/widower of veteran	66-47	64	\$ 250	\$ 16,000	\$ 500	\$ 32,000
100% Disabled Veteran	66-47	14	\$ 500	\$ 7,000	\$ 1,000	\$ 14,000
Widow/widower of 100% disabled veteran	66-47	2	\$ 500	\$ 1,000	\$ 500	\$ 1,000
Veteran specially adapted housing	66-47	0	\$ 500	\$ -	\$ 2,500	\$ -
Prisoner of War	66-47	0	\$ 500	\$ -	\$ 2,500	\$ -
Visually Impaired	66-48	5	\$ 125	\$ 625	\$ 125	\$ 625
SUB-TOTAL				\$ 85,125		\$ 168,625
SUB-TOTAL IMPACT ON TAX RATE		decrease in tax revenue of \$83,500			\$ 7.1987	
Totally Disabled Persons		0				
income based max \$10,000						
SUB-TOTAL						\$ -
SUB-TOTAL IMPACT ON TAX RATE	\$ -					
Elderly/Variable		17		\$ 30,102.0	25% estimated	\$ 37,627
SUB-TOTAL				\$ 30,102.0		\$ 37,627
SUB-TOTAL IMPACT ON TAX RATE		decrease in tax revenue of \$7,525			\$ 7.1763	
Fire Department 1-9 years	66-88	18	\$ 500	\$ 9,000	\$ 1,000	\$ 18,000
Fire Department 10-19 years	66-88	18	\$ 750	\$ 13,500	\$ 1,500	\$ 27,000
Fire Department 20 years or more	66-88	8	\$ 1,000	\$ 8,000	\$ 2,000	\$ 16,000
Fire Department Life Member 7/1/23 or later	66-88	5	\$ 1,000	\$ 5,000	\$ 2,000	\$ 10,000
Fire Department Life Member 6/30/23 or earlier	66-88	15	\$ 850	\$ 12,750	\$ 1,000	\$ 15,000
SUB-TOTAL		64		\$ 48,250		\$ 86,000
SUB-TOTAL IMPACT ON TAX RATE		decrease in tax revenue \$37,750			\$ 7.1852	
Non-commercial properties		2928				
Resident owned non-commercial properties		1831	n/a		\$ 1,547	\$ 2,832,557
SUB-TOTAL						
SUB-TOTAL IMPACT ON TAX RATE		decrease in tax revenue of \$		\$ 2,832,557	\$ 8.1128	\$ 2,832,557
TOTAL				\$ 2,961,332		\$ 3,124,809
TOTAL IMPACT ON TAX RATE					\$ 8.1614	

* current tax rate \$7.1741

** median assessed home value \$718,600

as of 12/31/2021

Tax Rate Comparison

	<u>Homestead</u>	<u>Actual Reduction/Inc. in Tax Bill</u>
\$718,600.00	\$718,600.00	
\$7.17	\$8.16	
\$5,155.31	\$5,864.78	
\$0.00	\$1,547.00	
\$5,155.31	\$4,317.78	-\$837.53
\$850,000.00	\$850,000.00	
\$7.17	\$8.16	
\$6,097.99	\$6,937.19	
\$0.00	\$1,547.00	
\$6,097.99	\$5,390.19	-\$707.80
\$1,000,000.00	\$1,000,000.00	
\$7.17	\$8.16	
\$7,174.10	\$8,161.40	
\$0.00	\$1,547.00	
\$7,174.10	\$6,614.40	-\$559.70
\$1,250,000.00	\$1,250,000.00	
\$7.17	\$8.16	
\$8,967.63	\$10,201.75	
\$0.00	\$1,547.00	
\$8,967.63	\$8,654.75	-\$312.88
\$1,566,000.00	\$1,566,000.00	
\$7.17	\$8.16	
\$11,234.64	\$12,780.75	
\$0.00	\$1,547.00	
\$11,234.64	\$11,233.75	-\$0.89
\$2,000,000.00	\$2,000,000.00	
\$7.17	\$8.16	
\$14,348.20	\$16,322.80	
\$0.00	\$1,547.00	
\$14,348.20	\$14,775.80	\$427.60
\$3,000,000.00	\$3,000,000.00	
\$7.17	\$8.16	
\$21,522.30	\$24,484.20	
\$0.00	\$1,547.00	
\$21,522.30	\$22,937.20	\$1,414.90

Loss of revenue/assessment

	<u>Veterans</u>
Loss of revenue	\$83,500.00
Assessment	\$11,639,090.62
	<u>FD 50%</u>
Loss of revenue	\$37,750.00
Assessment	\$5,261,984.08
	<u>Elderly</u>
Loss of revenue	\$7,525.00
Assessment	\$1,048,912.06
	<u>Homestead</u>
Loss of revenue	\$2,832,557.00
Assessment	\$394,830,989.25
Total Loss of Assessment	\$412,780,976.01
Total Loss of Revenue	\$2,961,332.00



TOWN OF JAMESTOWN
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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: Ed Mello; Town Administrator
Date: 1/14/2025
Re: Fort Getty Pavilion Rate Review

Fort Getty Pavilion's current fee structure includes 19 separate rental rates. After a review of comparable facilities, I recommend streamlining the pavilion's pricing by consolidating off-peak rates with peak rates, combining non-profit rates with resident rates, and making rate increases that would go into effect for new events in the 2026 season.

Proposed Changes

1. Eliminating Off-Peak Rental Rates

- The pavilion is used primarily in the summer, with only a few weeks in spring and fall. Despite labeling some rentals as "off-peak,". Consolidating to a single rate for the entire rental season will make the fee schedule clearer and reduce administrative overhead.

2. Combining Non-Profit and Resident Rates

Of the 6 existing non-profit rates only the 2 mentioned differ from the current resident rate.

- Off-peak weekday rental: \$600 (non-profit) vs. \$500 (resident). \$100 difference
- Friday & Sunday peak rental: \$800 (non-profit) vs. \$750 (resident) a \$50 difference.

3. Rate Increases

After reviewing several other similar venues in the area, I found a few differences in the provided amenities that impacted the proposed rate changes. (See list of amenity comparison chart below)

- The pavilion is an outdoor venue, enclosed partially by canvas and vinyl curtains.
- There is no dedicated catering prep area.
- Seating consists of picnic tables, unlike other venues that supply tables and chairs (or rent them).

These limitations affect renters' experiences but also lower our operating overhead relative to an indoor facility. While we cannot precisely assign a dollar amount to each amenity difference, these factors justify an overall lower rate for rental than facilities that offer these additional conveniences.

Most 2025 events are already confirmed with 2024 rates. To honor those commitments, we propose these changes take effect starting in the 2026 season.

Proposed New Rates (Effective for 2026 Season)

Facility	Type	Description	2024 Rate	2025 - Proposed Rate	Increase
Pavilion	Resident / Non-Profit	Weekday Rental M-Th	\$500.00	\$600.00	\$100.00
Pavilion	Resident / Non-Profit	Friday & Sunday Rental	\$750.00	\$900.00	\$150.00
Pavilion	Resident / Non-Profit	Saturday	\$1,000.00	\$1,200.00	\$200.00
Pavilion	Non-Resident	Weekday Rental M-Th	\$1,000.00	\$1,200.00	\$200.00
Pavilion	Non-Resident	Friday & Sunday Rental	\$1,500.00	\$1,800.00	\$300.00
Pavilion	Non-Resident	Saturday	\$2,000.00	\$2,500.00	\$500.00
Pavilion	Private Org.	Large Scale Public Event for Profit	\$2,500.00	\$3,000.00	\$500.00

Below is the price comparison breakdown for other similar event venues

Location	Town/City	Resident / Non-Resident	Mon - Thurs	Friday & Sunday	Saturday	Capacity
Kinney Bungalow	Narragansett	Non-Resident	\$1,500.00	\$2,850.00	\$3,500.00	150
Kinney Bungalow	Narragansett	Resident	\$950.00	\$1,950.00	\$2,400.00	150
The Towers	Narragansett	Non-resident	\$1,900.00	\$3,040.00	\$4,350.00	160
The Towers	Narragansett	resident	\$1,520.00	\$2,432.00	\$3,480.00	160
The Overlook at Meehan	North Providence	Non-Resident	\$900.00	\$1,500.00	\$1,800.00	120
The Overlook at Meehan	North Providence	Resident	\$800.00	\$1,200.00	\$1,600.00	120
Pavilion	Jamestown	Non-Resident	\$1,000.00	\$1,500.00	\$2,000.00	250
Pavilion	Jamestown	Resident / Non-Profit	\$500.00	\$750.00	\$1,000.00	250

Amenities (Included in rental fee)

Kinney Bungalow - Narragansett

- On site parking
- Tables and chairs
- Staff attendant
- Setup support
- Indoor
- Bathrooms
- Catering prep areas
- Electrical / Water

Overlook at Meehan – North Providence

- Tables and chairs
- Fireplace
- Indoors
- Bathrooms
- Water view
- On site parking
- Electrical / Water

The Towers - Narragansett

- Water View
- Casino Courtyard use
- Bathrooms
- Indoors
- Catering prep areas
- Bride dressing room
- Electrical / Water

Rembijas Pavilion - Jamestown

- Water view
- Picnic tables
- Bathrooms
- On site parking
- Outdoors with curtains
- Electrical / Water

CY24 Pavilion - Operating Expenses		
Total operating expenses		\$ 18,770.00
Expenses	Revenue	
Staff		\$ 8,700.00
Water		\$ 870.00
Septic Removal		\$ 4,000.00
Electric		\$ 2,000.00
Off Season Maintenance		\$ 500.00
Parks Maintenance - Bathrooms		\$ 1,300.00
Trash Removal		\$ 1,400.00
Rental Fees	\$ 47,150.00	
Balance (income minus expenses)	\$ 28,380.00	

2024 Events:

61 events were scheduled

4 cancellations

5 events where fees were waived by the town

24 resident events

21 non-resident events

7 town department events

Below is the current Pavilion fee schedule

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



TOWN OF JAMESTOWN
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TO: Town Council
FROM: Ray DeFalco, Park and Recreation Director
CC: Ed Mello, Town Administrator
SUBJECT: 2024 Fort Getty Park Financial Reporting & Rates / Dates
Director Recommendations

Attached to this memorandum are the following items: the revenue report for the 2024 Fort Getty season and the recommended fee schedule for Fort Getty Park & Campground for the 2025 season. I am requesting your approval for the proposed opening and closing dates & rates for Fort Getty Park.

<i>Calendar Year 2024 YTD Expenses</i>		<i>Calendar Year 2023 YTD Expenses</i>	
Payroll	\$62,655.00	Payroll	\$63,495.00
Gas	\$1,566.00	Gas	\$1,274.73
Electricity	\$23,955.00	Electricity	\$25,403.00
Clerical Staff	\$12,000.00	Clerical Staff	\$12,000.00
Parks Maintenance Staff	\$18,200.00	Parks Maintenance Staff	\$18,200.00
Water	\$13,085.00	Water	\$13,949.00
Electric Repairs	\$3,900.00	Electric Repairs	\$2,291.00
Trash Removal	\$7,600.00	Trash Removal	\$8,380.00
Hallman Septic	\$9,710.00	Hallman Septic	\$11,575.00
Ice	\$3,557.40	Ice	\$4,276.00
Total Expenses	\$156,228.40	Total Expenses	\$160,843.73

<i>Calendar Year 2024 Revenue</i>		<i>Calendar Year 2023 Revenue</i>	
RV Reservations	\$480,640.00	RV Reservations	\$451,380.00
Tent Reservations	\$51,735.00	Tent Reservations	\$59,435.00
Fort Getty Seasonal Boat	\$17,675.00	Fort Getty Seasonal Boat	\$17,950.00
Waitlist	\$900.00	Waitlist	\$1,525.00
Daily Parking	\$27,640.00	Daily Parking	\$26,460.00
Non-Resident Pass	\$8,125.00	Non-Resident Pass	\$9,500.00
Fort Getty Dump Station	\$200.00	Fort Getty Dump Station	\$300.00
Ice	\$5,807.00	Ice	\$6,361.00
Total Revenue	\$592,722.00	Total Revenue	\$572,911.00
Net Revenue	\$436,493.60	Net Revenue	\$412,067.27

Fort Getty

Season Dates

Start Date:

- Friday, May 16th, 2025

End Date:

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

I am proposing no changes to the Fort Getty Park fees for 2025 due to the following considerations:

1. **Recent Increase:** In 2024, the park experienced a 13% fee increase. Without introducing extra amenities or making facility improvements.
2. **Upcoming Construction:** This summer, the park will undergo construction projects, including the development of a new bathroom building and a new sailing school (to break ground in September). These projects are likely to affect the overall experience for park patrons.
3. **Policy Change:** We have moved away from providing picnic tables for seasonal and transient RV campers, which also impacts the park's offerings.



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To: Town Council
From: Ray DeFalco; Parks and Recreation Director
cc: Ed Mello; Town Administrator
Date: 1/14/2025
Re: Mackerel Cove Review and Rate Change

I am proposing a change to the Mackerel Cove day pass rate from \$15.00 to \$20.00. 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.

Revenue	# 2024 - sold	Cost	2024
Day Parking	2,297	\$15.00	\$ 34,455.00

JAMESTOWN TOWN COUNCIL RULES & PROCEDURES

Upon adoption, this document supersedes all other existing resolutions regarding Town Council procedures.

RULE 1

Charter Requirements

- 1.1 All requirements of the Town Charter with respect to the proceedings of the Town Council are to be strictly followed, and no rules shall be adopted by the Town Council that are in conflict with the Charter requirements.

RULE 2

Presiding Officer

- 2.1 The Town Council President is elected pursuant to section 204 of the Charter. In the event of the absence or the disability of the President, the Vice President shall perform such duties during such absence or disability.
- 2.2 The President shall take the chair at the hour designated for the meeting of the Council and shall promptly call the members to order. The President shall enforce, on all occasions, the observance and decorum among the members and people in attendance. The President shall decide all questions and points of order, subject to an appeal to the Town Council by one member. No other business shall be in order until the question or appeal on the point of order shall have been decided by a majority of the members present. The President may speak on points of order in preference to other members and may speak on general questions. The President shall distinctly state and put to a vote all ordinances, resolutions and questions.

RULE 3

Meetings

- 3.1 The first meeting of a newly elected Council shall be held on the first Monday following certification of the election of its members by the canvassing authority; thereafter the Town Council shall meet according to section 205 of the Charter.

- 3.2 All meetings of the Council, including special and emergency meetings and work sessions, shall be open to the public, except those exempted under the Rhode Island Open Meetings Law, G.L. 1956 § 42-46-1 et seq. All matters shall be voted upon by the Council at an open regular meeting or at an open, special or emergency meeting consistent with the State Open Meetings Act and section 207 of the Charter.

The regular meeting of the Town Council shall be held on the first Monday of the month. This shall be understood to be the meeting during which the council conducts its business. On the third Monday of the month, the council will meet to propose items for the agenda of the next monthly meeting. ~~The council may also use the third Monday to conduct either a meeting or workshop reviewing particular, specific issues or the work or concerns of a specific town commission.~~ Additional meetings or workshops may be arranged as necessary.

- 3.3 All regular and special meetings and their agenda must be posted in advance in accordance with the requirements of the State Open Meetings Act. Such advance notice is not required when an emergency meeting is called. ~~Such emergencies would be those affecting public peace, health, safety, comfort and welfare of the inhabitants of the Town and for protections of persons and property.~~ An emergency meeting must comply with the requirements described in the Open Meetings Act, as amended.

Rule 4

Developing the Agenda

- 4.1 The agenda is the mechanism by which the Town Council as a group or body communicates with the town, making evident the Council's priorities and policy initiatives as well as the administration's efforts to promote and support those priorities. In anticipation of the first meeting of the month, understood to be the Town Council's regular meeting during which most of its business is conducted, the Clerk of the Town Council shall prepare and/or cause to be prepared a docket or agenda on which there will be a definite statement or summary of all ordinances, resolutions, orders, reports, communications and other business to be considered at each meeting of the Town Council.

On the third Monday of a month, the Town Council may also meet for which a docket or agenda as described above shall also be prepared. This meeting shall include the agenda of the Town Council sitting as the Board of Water and Sewer Commissioners.

Town Councilors may also propose items for the agenda, but must do so to the Town Clerk and Town Administrator, at least five (5) days prior to the next meeting.

Should a Town Councilor object to an item that another Councilor has placed on the agenda a vote may be taken by the Council to determine if there should be discussion of the item. To prevent or inhibit discussion requires a minimum of a 4 to 1 vote in opposition to the item if a full Council is seated or 3 to 1 vote in opposition to the item if only 4 Councilors are seated. If less than 4 Councilors are seated, the Council should delay discussion of items that have provoked such controversy.

The Town Administrator shall place items on the agenda, which are the responses or plans of action for council initiatives, under Unfinished or Old Business. The Town Administrator shall propose new items or initiatives not previously discussed by the Council first by communicating them through his report and then, if the item warrants a Council vote, at a future Council meeting under Unfinished Business. This also applies to staff initiatives which should be presented or noted in either the Administrator's Report or a staff report first then at a subsequent meeting as Unfinished Business.

A citizen may seek to place an item on the agenda by putting the request in writing, where it will be placed under Communications. The Council will then vote whether to place the item on a future agenda. When a citizen appears in front of the Council under Open Forum, without any notice described on the agenda, and requests an item to be placed on the agenda, that request shall be transformed into a communication on the next agenda that can be voted on by the Council.

If possible Councilors, the Administrator and staff should note the policy initiative or goal or action plan described by the Council in their Goals and Objectives to which the agenda item is most closely aligned. This provides a clear connection between the goals and their successful fruition. If possible Councilors should note their authorship of any item they propose for New Business.

- 4.2 Memos for Town Council review or requests for action from any Board, Committee, or Commission of the Town or from any Department Head shall be listed under New or Unfinished business to be distinguished from simple correspondence or minutes. These items are subject to the deadlines described below.
- 4.3 Letter from constituents (residents of Jamestown) shall be the first items of correspondence included under the agenda heading of Correspondence, followed by requests for action from other communities in Rhode Island or state agencies or officials.

- 4.4 No ordinance, resolution, order, report, communication, and other business shall be considered as having been introduced unless notice has been filed with the Clerk, and said ordinance, resolution, order, report, communication or other business appears on the prepared docket. The Clerk shall cause a copy of the docket to be posted in accordance with the RIGL §42-46-6 governing the Open Meetings Act Requirements for meeting postings.

RULE 5

Order of Business for Regular Meetings

- 5.1 The Order of Business at each meeting shall be:
1. Call to Order;
 2. Roll Call;
 3. Town Council Sitting as the Board of Water and Sewer Commissioners
 4. Acknowledgements, Announcements and Resolutions;
 5. ~~Public Hearings, Licenses and Permits~~ Open Forum
 6. ~~Open Forum~~ Public Hearings, Licenses and Permits
 7. Administrator, Department, Solicitor Reports
 8. Unfinished Business
 9. New Business
 10. Ordinances and Appointments
 11. Consent Agenda
 12. Communications and Petitions
 13. Open Forum (if necessary)
 14. Executive Session
 15. Adjournment.
- 5.2 Attached to the agenda (electronically through the town website and physically in the packets provided to the Town Council) are the support materials relevant to the particular items listed on the agenda or the items (license applications, proposed ordinances, minutes, communications) themselves. It shall be listed on the agenda that "attachments are available to view on our website at www.jamestownri.gov/town-government/town-council/town-council-meetings-minutes. It is recommended that the Town Council should not vote on any issue in New or Unfinished Business that may appear on the docket but lacks support information. Any and/or all agenda item(s) requiring or potentially requiring action by the Town Council should include, at the end of the listed item of business, the language "review and discussion and/or potential action and/or vote." For agenda items that are continued or have additional and/or a larger volume of attachments, the language "for discussion documentation, please visit <http://www.jamestownri.gov/town-government/town-council/town-council-meetings-minutes> .

RULE 6**Public Hearings**

- 6.1 The public hearing portion of the agenda shall be conducted as follows. The Town Council President will invite the applicant or applicant's representative to give a brief explanation of the item for the benefit of the Council and the public. Members of the public may then be permitted to speak on the item until all who wish to speak have had an opportunity to do so. Members of the Council shall reserve their questions and comments until after the public has spoken. The Council President may allow brief, clarifying questions by the Council or brief discussion when such will be likely to expedite the business of the Council. After the public discussion is finished and the Council has had discussion, the Council President will close the public hearing. At this point, a motion is made for a decision to approve, deny, or table the item.
- 6.2 The Council shall not enact any ordinance or resolution that shall in any way affect the Zoning Ordinance; the physical development plan of the Town; the existing and proposed location and arrangement of the uses of the land; transportation routes; plans of streets and revisions of such plans; public facilities; public utility systems; deteriorating or blighting neighborhoods planned for redevelopment, rehabilitation, or other improvement; natural resources and historic sites to be preserved; disaster survival proposals; and land subdivision plans, without first submitting any such ordinance or resolution to the Town Planning Commission for its recommendation. Nothing, however, shall be construed to restrict or prevent the Council from acting on any ordinance or resolution contrary to or in the absence of a recommendation of the Commission. The Council must further adhere to the relevant and applicable requirements of State law in implementing this Rule.
- 6.3 It is recommended that the Town Council should not grant any license or permit that lacks either the signature or affirmation by the clerk that the signature is forthcoming of any town official required to sign the application for license or permit.

Rule 7**Open Forum**

- 7.1 Open Forum offers citizens the opportunity to clarify any item on the agenda, to address items not on the agenda or to comment on any communication or item listed on the consent agenda.

Persons who wish to be heard on the agenda shall present such requests in writing to the Town Clerk no later than five (5) days prior to the Council meeting for which they wish their request to be considered. In preparing the

meeting agenda, a determination shall be made by the Town Clerk in conjunction with the Town Council President as to whether the request is an appropriate subject/topic for inclusion on the final agenda. There will be a 10-minute time limit for such requests. Extensions will be granted at the discretion of the Council President. Other persons wishing to speak without prior arrangement will be given an opportunity to do so during the "Open Forum."

- 7.2 If the subject of a scheduled request to address is provided on the agenda, Town Councilors may respond to that subject. Otherwise, Town Councilors may only respond to citizens in open forum to provide information or schedule the subject for another meeting. Comments from the floor under "Open Forum" on any subject not within the purview of the Town Council should not be discussed extensively, but rather, should be considered for inclusion as an agenda item at a subsequent meeting.
- 7.3 Town Councilors may not use open forum to bring up items themselves. If a town councilor wishes to present a subject to the Council and community, it must be listed on the agenda under New Business.

Rule 8 Reports

- 8.1 The Town Administrator's report shall be in writing and submitted in advance of the Town Council meeting.
- 8.2 On a revolving schedule, at least once a year, each Department head will provide a written report for their department.

Rule 9 New and Unfinished Business

- 9.1 Each item tabled or postponed by the Council at any regular meeting shall appear on the agenda of the next succeeding regular meeting, or on a subsequent date set by the Council as unfinished business until acted upon or removed from the agenda.
- 9.2 Citizens may speak at the discretion of the Council President or a majority of Councilors during New or Unfinished Business.

RULE 10 Appointments to Boards & Commissions

- 10.1 The Town Council will consider all requests for appointment and will continue to urge interested residents to obtain and complete the volunteer application available at the Clerk's Office (also available at the Library and town website at www.jamestownri.gov). Appointments of members to

commissions, boards and committees shall be by a majority vote of the Council.

- 10.2 The Council will continue the practice of appointing the best qualified persons to boards, commissions and committees without regard to personal or political affiliations, except as may be otherwise required by State law. Once appointed to a board or commission, citizens shall conduct themselves in a manner respectful of fellow committee members and the public. Failure to do so may prompt the Council to remove the person who, by virtue of a majority vote of the other committee members, is alleged to have violated decorum and propriety appropriate for committees and boards in Jamestown. Committees shall be conducted in accordance with the Open Meetings Act and all other relevant legal and procedural requirements.
- 10.3 The chairperson of each individual board, commission or committee shall keep a record of the terms of its members, as provided by the Town Clerk, and shall notify the Clerk within 45 days prior to the expiration of any member's term. Said notification shall include meeting location and schedule for that board, commission or committee.
- 10.4 The Town Clerk will announce upcoming vacancies for 30 days prior to the term expiration dates, or date set for filling vacancies.
- 10.5 The Town Clerk will communicate with individuals whose terms will be expiring by letter to determine if the person wishes to be reappointed, if applicable. The Town Clerk will also request a two-year attendance record from the Chair of the applicable board, commission, or committee.
- 10.6 Application for the vacancy shall be by letter from the applicant to the Town Clerk's office stating qualifications of the applicant. Persons wishing to be reappointed shall follow the same procedure.
- 10.7 The Council Members shall make nominations from the files of applicants provided by the Town Clerk.
- 10.8 Individuals seeking appointment or reappointment must be qualified electors of the Town of Jamestown and residents of the Town of Jamestown.
- 10.9 In the event a special advisory committee is formed, a written charge will be given to the committee by the President of the Town Council. The Town Council shall have the authority to discharge the committee or to recall the committee as necessary.

RULE 11**Consent Agenda**

- 11.1 Consent Agenda. In order to expedite the public business and provide additional time for deliberation by the Town Council on matters requiring such deliberation, Consent Agenda items are those items of business that are of a routine and non- controversial nature.
- 11.2 If the Town Council President, Town Administrator or Town Clerk determines that any item of business which requires action by the Town Council is of a routine and non-controversial nature, they shall cause it to be presented at a regular meeting of the Council as part of the Consent Agenda.
- 11.3 Upon objection by any member of the Council to inclusion of any item on the Consent Agenda, that item shall be removed from the Consent Agenda forthwith. Such objection may be recorded at any time prior to the taking of a vote on the motion to approve the Consent Agenda. Any item removed from the Consent Agenda shall be considered at the conclusion of the Consent Agenda to take the necessary action required.
- 11.4 The Consent Agenda shall be introduced by a motion "To approve the following listed items as the Consent Agenda" and shall be considered by the Council as a single item. There shall be a roll call vote after this motion.
- 11.5 There shall be no debate or discussion by any member of the Council regarding any item on the Consent Agenda beyond correcting typographical errors or asking questions for simple clarification.
- 11.6 Approval of the motion to approve the Consent Agenda shall be fully equivalent to approval, adoption or enactment of each motion, resolution or other item of business thereon exactly as if it had been acted upon separately.

RULE 12**Parliamentary Law**

- 12.1 If there are any parliamentary practices, procedures, customs and rules not covered within these rules, the current edition of Robert's Rules of Order, Newly Revised, shall govern where it does not conflict with the applicable State or Town laws, ordinances, or the Home Rule Charter.

Rule 13**Participation in Discussion**

- 13.1 The heads of Departments or Divisions thereof and members of Boards and Commissions, in matters relating to the functions of their offices, and any other elected officials, shall have the right to appear before the Council for the purposes of expressing their views on matters pending before it. Any citizen or group of citizens shall have the right to petition the Council with regard to any matter within the jurisdiction of the Council, setting forth specifically the purpose of the petition and relief desired. The press shall be allowed on the floor of the Town Council chambers.
- 13.2 With the objective of facilitating prompt attention to Council Member concerns, any member of the Town Council who knows in advance of a meeting that the member wishes to obtain certain data, or have a question or questions answered, or wishes specific figures or expenditures, or budget balances, etc., should, insofar as possible, inform the Administrator in writing of the nature of the inquiry so that the Administrator will have the opportunity to have the answer available at such meeting.
- 13.3 The Town Council requests that members of the public follow a similar procedure wherever possible.
- 13.4 The Town Administrator shall submit reports to members of the Town Council in advance of a Town Council meeting.

RULE 14**Motions**

- 14.1 When a motion is made and seconded it shall be stated by the Town Council President.
- 14.2 ~~No motion shall be debated until it is seconded.~~ Any motion may be withdrawn by the mover at any time before the taking of a vote thereon or before an amendment is made to such motion.

RULE 15**Motions of Precedence**

- 15.1 When a question is before the Town Council, no motion shall be received, except to:
1. Fix the time at which to adjourn;
 2. Adjourn;
 3. Take a recess;
 4. Raise a question of privilege; 5. Call for the orders of the day;
 6. Lay on the table;
 7. Previous question;

8. Limit or extend the limits of debate;
9. Postpone to a certain time;
10. Commit or refer;
11. Amend;
12. Postpone indefinitely;
13. Main motion

The last motion on the list ranks lowest and the first on the list ranks highest. When any of the above motions are immediately pending, the motions before it on the said list shall be acted on first, and the ones below shall be acted on in order. Motion #s 13, 12, 11, 10, and 9 are debatable. Motion #s 13, 11, 10, 9, 8, 3 and 1 are amendable. Motion #s 13, 11, 10, 9, 7, and 1 are subject to reconsideration.

RULE 16

Actions of Members of the Town Council

- 16.1 Any Council member wishing to speak shall address the President, and after the right to speak has been recognized, the member shall not be interrupted while speaking except by a call to order, or for the correction of a mistake, or yield to a member. The member shall confine remarks to the question under debate and refrain from personal comments. No member shall speak more than once on the same question until all members desiring to speak thereon shall have done so. There shall be no conversation among members while another member is speaking or while anyone else is speaking, while a roll call is being taken, while a paper is being read or while the President is stating a question.
- 16.2 The affirmative roll call vote of three (3) Council members shall be necessary for the passage of any ordinance. The vote upon any matter shall, upon the request of two Council members, be taken by roll call which shall be called for by the President. The "yeas" and "nays" of the Council members shall be called for individually by the Town Council President or presiding officer, in the event of a conflict, and shall be recorded on the records of the Town Council by the Clerk. After a roll call vote has been ordered, said roll call shall not be interrupted, delayed or stopped by the President or any member of the Council for any reason whatsoever, including points of order, personal privilege or for a member to explain his or her vote. After the roll call and before the President announces the result, any member may change his or her vote. All roll calls shall be taken alphabetically, except that the name of the President of the Council shall be called last. In case of a tie vote, the motion is not carried or passed. A member may explain the vote only with the consent of the Council.

16.3 After the result of a vote is announced, a motion to reconsider is in order. A member who voted with the prevailing side must make the motion. Any member may second the motion. No ordinance, resolution, question or vote can be twice reconsidered.

16.4 Any member who realizes or anticipates a conflict of interest with respect to a matter before the Town Council for consideration should announce the intent to recuse themselves and to abstain from voting on the matter as soon as the conflict becomes apparent, and should thereafter refrain from further discussion of the matter.

16.5 Any member who believes they lack the information to make a proper vote may abstain from voting.

These rules and procedures shall take effect upon passage. The foregoing rules shall not be altered, amended, suspended or repealed at any time, except by a vote of the majority of the whole number of members elected to the Town Council.

Adopted by the Jamestown Town Council at a meeting held February 4, 2013

Attest: _____
Cheryl A. Fernstrom, CMC, Town Clerk

Revised and Adopted by the Jamestown Town Council at a meeting held March 22, 2016

Attest: _____
Cheryl A. Fernstrom, CMC, Town Clerk

Revised and Adopted by the Jamestown Town Council at a meeting held March 20, 2017

Attest: _____
Cheryl A. Fernstrom, CMC, Town Clerk

Adopted by the Jamestown Town Council at a meeting held December 7, 2020

Attest: _____
Erin F. Liese, CMC, Town Clerk

Adopted by the Jamestown Town Council at a meeting held January 23, 2023

Attest: _____
Roberta J. Fagan, Town Clerk

Adopted by the Jamestown Town Council at a meeting held January , 2025

Attest: -----

Roberta J. Fagan, CMC, Town Clerk



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.

RESOLUTION OF THE [NAME OF MUNICIPALITY]
IN SUPPORT OF RHODE ISLAND LEAGUE OF CITIES AND TOWNS
2025 LEGISLATIVE PRIORITIES

WHEREAS, all 39 cities and towns are members of the Rhode Island League of Cities and Towns; and

WHEREAS, the Rhode Island League of Cities and Towns serves as a convener and advocates to the Governor and General Assembly to support the needs of municipalities throughout the state; and

WHEREAS, the Rhode Island League of Cities and Towns believes in:

- Supporting robust local government funding through municipal aid programs, education aid and grants.
- Increasing opportunities, through various methods, to raise local revenues.
- Fully funded policy proposals and programs, particularly related to workforce management and personnel costs.
- Adopting policies that support 39 distinct communities, avoiding one-size-fits-all solutions, especially regarding land use, business licensing and other important policy areas.
- Maintaining local control and decision-making that reflects community needs, including land use, business operations, licensing, etc.
- Supporting greater flexibility for local government to innovate, improve efficiency and save tax dollars.

WHEREAS, the Rhode Island League of Cities and Towns surveyed all 39 members to develop legislative priorities for the 2025 session of the Rhode Island General Assembly; and

WHEREAS, stable local and education aid from the state will ensure that cities and towns can maintain municipal operations while investing one-time funds toward necessary capital improvements and economic recovery; and

WHEREAS, property taxes represent approximately two-thirds of revenue for municipal budgets statewide, and Rhode Island has the eighth-highest property tax burden in the nation; and

WHEREAS, any reduction in state funding would exacerbate a dependence on property taxes, ultimately leading to service reductions, layoffs and property tax increases; and

WHEREAS, Rhode Island's municipalities are an important piece of Rhode Island's economic success.

NOW, THEREFORE, BE IT RESOLVED, that the [City/Town] Council of the [Name of Municipality] supports the priorities identified by the Rhode Island League of Cities and Towns on behalf of the 39 cities and towns in Rhode Island.

Passed as a resolution of the [Name of Municipality] [City/Town] Council this [Date] day of [Month], 2025.

[Name], President
[Name of Municipality] [City/Town] Council

ATTEST: _____
[Name], [City/Town] Clerk

TOWN COUNCIL SPECIAL MEETING MINUTES

Thursday, January 2, 2025

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE

A special meeting of the Jamestown Town Council was held on January 2, 2025. Town Council President Beye called the meeting of the Jamestown Town Council to order at 5:36 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

II. ROLL CALL

Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, E. Edward Ross, Mary G. Glackin, and Erik Brine.

Also, in attendance: Town Administrator Edward A. Mello, Assistant Solicitor David Petrarca, and Town Clerk Roberta Fagan.

President Beye gave a brief overview of the work session; no votes will be taken.

III. TOWN COUNCIL WORK SESSION

- A) Review and Discussion:
- 1) Town Council Rules and Procedures
 - 2) Town Council Agenda Preamble
 - 3) Town Council Goals and Objectives

Town Council Agenda Preamble (2) and Rules and Procedures (1) were discussed at length.

Councilor Meagher led the discussion and read a revised draft agenda preamble.

The Town Council discussed time limits during the Open Forum. Clear expectations of time limits may help both the Town Council and citizens speaking during the Open Forum. For clarification during Open Forum, a 10-minute limit already exists in the Rules and Procedures if a citizen has requested to address the Town Council. Further discussion about Non-scheduled speakers and/or during the meeting, at the discretion of the Town Council, about a certain agenda item.

Councilor Meagher suggested placing a time limit for the Open Forum.

Assistant Solicitor Petrarca stated as long as it is properly noticed. Time limits on Open Forum may have unintended consequences; be sure that the Town Council can extend the time or review at another time during the meeting.

Councilor Meagher stated that allowing people to speak during discussions is appropriate, as long as all Town Council members have had an opportunity to deliberate beforehand. Public participation is important, but excessive debate may detract from the main topic.

Including an Open Forum at the end of the meeting would enhance public participation.

Paul Sprague, Mast Street, 10 minutes is more than sufficient time for individual participation. President Beye has conducted the meetings fairly and appreciates her discretion.

Councilor Glackin proposed sign-up sheets for Open Forum.

Assistant Solicitor Petrarca noted that while sign-up sheets are used in other communities, they should not be mandatory. The clerk will collect the list just before the Open Forum, and then the Clerk will read the names in order.

Councilor Meagher will amend and present a draft agenda preamble for a future meeting.

Christina Paolino, East Shore Road, stated that is too late to request to address the Town Council once the agenda has been posted. The public needs to have the opportunity to speak during the meeting regarding an agenda item.

Assistant Solicitor Petrarca stated Open Forum/Public Comment is for bringing up issues that haven't been brought up on an agenda for discussion and may be brought back for further discussion if needed on a future agenda that has been properly noticed. If a speaker wants to address an item on the agenda, the Town Council has the discretion to ask a member of the public to wait until that portion of the agenda.

Town Administrator Mello discussed the orderly and timely process of the State House public hearings.

The Town Council discussed Rule 3.2 and 3.3. and potentially removing the following:

3.2 "The Council may also use the third Monday to conduct either a meeting or workshop reviewing particular, specific issues or the work or concerns of a specific town commission.

3.3 "Such emergencies would be those affecting public peace, health, safety, comfort and welfare of the inhabitants of the Town and for protections of persons and property."

Rule 5 Order of Business for Regular Meetings was discussed and reordering Open Forum before Public Hearings.

A detailed discussion about developing the agenda and prioritizing the agenda items was discussed.

Rule Public Hearings, 6.2, any proposed Zoning Ordinance needs to go to Planning first for an advisory opinion and RIGL dictates local Planning and Zoning rules.

Rule 14, Motions, is a rule that had previously been imposed by a sitting Town Council but is not legally required in the State of Rhode Island. 14.2 removing "No motion shall be debated until it is seconded" was discussed.

Assistant Solicitor Petrarca stated the Rules & Procedures document is used to govern yourselves (the Town Council), and can be changed if it isn't working.

Town Council Goals and Objectives (3) were discussed at length.

Councilor Meagher referenced previously approved Goals and Objectives approved in March 2015.

President Beye goals/priorities

- Addressing water sustainability- prioritize initiatives to safeguard critical water resources, staffing the water treatment plant, and mitigating coastal erosion.
- Housing solutions: balance the needs of the growing population with thoughtful policies on STRs, ADUs, and workforce housing.
- Community engagement: strengthen communications between council and residents ensuring transparency, inclusivity, and trust in the Town Council decision-making process

- Senior Resident needs: advocating for enhanced services resources and support systems for our senior population recognizing their vital contributions and unique challenges. Over half of the Jamestown population is considered a senior citizen.

Vice President Brine goals/priorities

- Infrastructure investment – awesome assets such as Mackerel Cove and Fort Getty that the Town should prioritize.
- Find a path to generational investment in Jamestown. How can Jamestown make the appropriate investments and maintain assets such as Bike path, Eldred Field, Parks & Recreation Center, Fort Getty, Jamestown Schools and Mackerel Cove.
- Organization infrastructure: Right sizing Town staff departments
- Communications: utilizing social media, a better website and better ways to respond to residents needs.
- Opportunities for financial resources outside of taxes such as parking revenue.

Councilor Glackin goals/priorities

- Harbor/Boating: Completing the Harbor Management Plan, boat ramp(s) improvements, consider a public dinghy dock, dinghy entrance at Mackerel Cove.
- Water issues: alternate water source strategies such as a rain barrel program; better communication on island-wide water ban and enforcement.
- Green Plan: windmill on the water tower, high efficiency in Town buildings, compost service, wildflower/pollinator project along the bike path and/or in open spaces
- Tax issues: Homestead exemption definition and understanding of a tax exemption.
- Heads Beach improvements: More shade options such , improved boat ramp, swim platform
- Bike Path completed: ensure improvements at Great Creek and Mackerel Cove (state roadways) include a safe route included in the plans.
- East Ferry Landing improvements such as a gazebo/bandstand, and/or covered seating at the ferry landing.
- Town Council community engagement events such as a civics project with the School.
- Golf Course: feedback has been received on the management of the golf course.

A discussion ensued regarding the Jamestown Golf Course. The history, existing lease, and options for both the tenant and the Town were discussed.

Councilor Meagher goals/priorities:

- Water Resources feasibility study, sustainable solutions
- Generational investment: COVID inflation impacts and State 4% levy cap
- Town Staffing
- Facilities/Infrastructure
- Senior Services, Senior Center, Senior Housing/Assisted Living Facility
- Affordable Housing
- School Facilities
- Reorganizing tax structure
- Fort Getty improvements
- Zoning legislation- potential effects on the Town of Jamestown
- Short-Term Rental Ordinance- the need for amendments
- Coastal resiliency/Emergency preparedness

TOWN COUNCIL SPECIAL MEETING MINUTES
Monday, January 13, 2025
5:00 P.M.

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE

A special meeting of the Jamestown Town Council was held on January 13, 2025. Town Council President Beye called the special meeting of the Jamestown Town Council to order at 5:02 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

II. ROLL CALL

Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, E. Edward Ross, Mary G. Glackin, and Erik Brine (per RIGL 42-46-5 (b)(2) remotely via Zoom).

Also, in attendance: Town Administrator Edward A. Mello, Assistant Solicitor David Petrarca, and Town Clerk Roberta Fagan.

III. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council conducted interviews of applicants for the committee vacancies as follows:

President Beye recused herself at 5:05 p.m. from Beavertail State Park Advisory Board interviews and left the table.

The following individuals were interviewed for the Beavertail State Park Advisory Board vacancy: Linda Warner, Richard Smith, Jr., and Andy Wade.

President Beye rejoined the meeting at 5:26 p.m. and returned to the interview table.

Councilor Ross recused himself at 5:51 p.m. from the Library Board of Trustee interviews and left the table.

The following individuals were interviewed for the Library Board of Trustees: Marla Romash and Eugene Mihaly.

Councilor Ross rejoined the meeting at 5:53 p.m. and returned to the interview table.

Councilor Glackin recused herself at 5:54 p.m. from the Harbor Management Commission interviews and left the table.

The following individuals were interviewed for the Harbor Management Commission: Wayne Banks, Jim Archibald, Andrew Williams, Paul Sprague, and Nicholas Insana.

Councilor Glackin rejoined the meeting at 6:18 p.m. and returned to the interview table.

The following individuals were interviewed for the Planning Commission and Zoning Board of Review: Nicholas Insana.

The following individuals were interviewed for the Juvenile Hearing Board: Marianne Kirby, Laura Clark, and Sandra Reynolds.

IV. 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) Ratification of the Administratively approved Short-Term Rental application for the period of January 1, 2024 through December 31, 2024:
- 1) STR-158, Joseph Leonelli, 18 Riptide 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.

V. ADJOURNMENT

A motion was made by Councilor Meagher with a second by Vice President Brine to adjourn at 7:00 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

Jamestown 250 Commission Meeting Minutes

Meeting Date: December 11, 2024

Meeting Time: 4:30 pm

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

I. Call to Order and Roll Call:

Members Present: Dennis Webster, Joyce Hooley Bartlett, Linda Warner

Members Absent: Kevin McLaughlin, Laura Goldstein

II. Minutes

Dennis Webster called to order at 4:30 and asked if there were any requests to amend the minutes from November 14, 2024 meeting. There were no requested changes. Dennis Webster made a motion to approve the minutes, seconded by Joyce Hooley Bartlett. The motion passed unanimously.

III. Old Business

- A. The committee summarized events that occur on a regular basis and would be able to be used to focus the 250th celebration
 - a. Battery day: The Jamestown Historical Society (JHS) is thinking that this event might not be able to occur due to the high demand for actors during that time. Dennis felt that something could be worked out. Joyce will take the suggestion back to the JHS for continued discussion.
 - b. Windmill day
 - c. Exhibits at the Jamestown Historical Museum.
 - d. Memorial day parade and Veteran's day celebrations.
 - e. Linda said that no events currently exist at the beavertail but with its history something could be created
- B. We then brainstormed the organizations and groups that we will look to reach out to for programming. This list might grow.
 - a. Jamestown Education
 - b. Schools- Joyce will check with either the superintendent or principle about what they might have planned.
 - c. Jamestown Historical Society.
 - d. Beavertail
 - e. Jamestown Press
 - f. Scouting
 - g. American legion/VFW (Dennis will be the liaison.
 - h. Recreation department
 - i. Rotary

IV New business

In the last meeting it was suggested that we develop a mission statement. Dennis proposed a mission statement: . To provide the town with leadership to involve as many Jamestown organizations and individuals as possible in commemorating the 250th anniversary of the establishment of the U.S.A. as an independent country centered on the Revolutionary War and the Declaration of Independence. Due to the absence of a number of committee members Dennis proposed that we accept the "draft" of the mission, Linda seconded and it was accepted. The final mission will be worked on in the next meeting.

Majority of our discussion was how we should use a diversity of media to educate the public about our history. There is already a "this week in history" in the Jamestown Press, but can it be focused on the 250th anniversary. Can the town web site be used, what other options are out there. Dennis will reach out to Tim Riel at the Jamestown press about this. We agreed that some type of press release about our committee and the celebration in February would be a start.

We built on an idea that was mentioned in a previous meeting about creating permanent markers for historical places in town. To do so we would need to:

Develop a list and information about spots. Linda and Dennis will develop a list to consider.

Research the format of the markers i.e. just a plaque or a QR code. What costs and permissions are involved.

How to integrate the markers with existing markers.

V Other Business:

- A. Open floor for questions: none
- B. Draft of agenda for next meeting and discussion for additional topics.
 - a. Edit and approval of mission statement.
 - b. Report of information from members.
 - c. Set time line goals for projects.

Meeting was adjourned at 5:45 pm

Jamestown 250 Commission [DRAFT Meeting Minutes]

Meeting Date: January 8, 2025

Meeting Time: 4:40 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 the Chair, at 4:55 PM.

Members Present: Dennis Webster, Linda Warner, and Laura Goldstein.

Members Absent: Joyce Hooley Bartlett and Kevin McLaughlin.

II. Minutes

Dennis Webster inquired if there were any proposed amendments to the minutes. Minor language revisions were made to the New Business section, including changes to the phrase "permanent markers" and expanding the language to recommend "a plaque, a QR code, and/or both," instead of limiting the options.

Linda Warner moved to approve the amended minutes from the December 11, 2024 meeting, seconded by Laura Goldstein. The motion passed unanimously.

III. Old Business

A. Review Draft 250th Commission Mission Statement

Dennis Webster introduced the draft of the mission statement but emphasized that approval should be postponed until more members are present. Laura Goldstein suggested that the language might benefit from a broader, more inclusive approach. Dennis encouraged members to think about ways to incorporate a more comprehensive historical perspective.

B. Reports from members on coordination with other organizations

Dennis Webster reported discussions with Rosemary Enright of the Jamestown Historical Society regarding other relevant sites. Linda Warner highlighted several locations for potential commemoration, including the Quaker Meetinghouse, East Ferry, Four Corners, the Battery, local cemeteries with patriot burial markers, and former sites of buildings that have since been converted to private homes. Additionally, Linda mentioned the Beavertail Lighthouse as a site for potential collaboration.

Dennis shared that he had spoken with the local newspaper about a continuing series covering events leading up to the 250th anniversary. However, concerns were raised regarding the extensive research required and the commitment needed for such a project. No new updates were provided on coordination due to the time of year, but members agreed to continue compiling lists of sites for potential permanent markers.

C. Timeline goals for projects

Dennis Webster emphasized the importance of organizing projects before establishing a formal timeline. The members present agreed with this approach.

IV. New Business:

- A. "Making History at 250" - what applies to our Jamestown commemoration?
- B. "250th Anniversary Program Handbook" - what applies to our Jamestown commemoration?

Both items were tabled for further discussion at the next meeting, with the expectation of more members being present for additional input and review.

V. Other Business:

A. Open floor questions

Dennis Webster asked if there were any other pressing matters to address before concluding the meeting. Laura Goldstein inquired about organizing a more detailed timeline, to which Dennis referred to his previously distributed draft. She suggested providing more specific information about the listed events and offering more detailed summaries for each.

No members of the public were present for additional questions.

B. Schedule January and February meeting (Jan 22, Feb 12, & 26?)

The following meeting dates were confirmed:

- January 22, 2025
- February 12 and 26, 2025

C. Draft an agenda for January 22 meeting

I. Call to Order

II. Roll Call

III. Approval of January 8th, 2025 Minutes

IV. Old Business

- A. Review draft 250th Commission Misson Statement
- B. Reports from members on coordination with other organizations

V. New Business

- A. "Making History at 250" - what applies to our Jamestown commemoration?
- B. "250th Anniversary Program Handbook" - what applies to our Jamestown commemoration?
- C. Discussion of Projects
- D. Discussion of Partnerships

VI. Other Business

- A. Open floor for questions
- B. Schedule February and April Meetings (February 26, March 12 & 26)
- C. Draft an agenda for February 12 Meeting

VII. Adjournment

VI. Adjournment:

Laura Goldstein moved to adjourn, seconded by Linda Warner. The motion passed unanimously, and the Commission adjourned at 6:19 PM.

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Approved: 1/8/25

A meeting of the Jamestown Harbor Commission (JHC) was held on Wednesday, November 13, 2024 at 5:00 p.m. in the Town Council Chambers of the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island.

I. Call to Order and Roll Call:

Chairman Wayne Banks called the meeting to order at 5:02 p.m.

Present:

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

Absent:

Tom Alexander, Vice-Chairman
Jim Archibald, Commissioner

Also in Attendance:

Jim Heagney, Executive Director
Bart Totten, Harbormaster
Joan Rich, Harbor Clerk

II. Approval of Meeting Minutes – Review, Discussion, and/or Potential Action and/or Vote;

A. October 9, 2024

Commissioner Romano moved to approve the minutes of the meeting of October 9, 2024 with a second by Chairman Banks. There was no discussion. So voted: Chairman Banks, Aye; Commissioner McCarthy, Aye; Commissioner Romano, Aye; Commissioner Campbell, Aye; Commissioner Laman, Aye.

III. Executive Director's Report – J. Heagney

Executive Director Heagney stated he spoke to Graham Jamison of TPG Marinas earlier in the week to find out what the status of closing their marinas for the season. TPG Conanicut in East Ferry is in good shape but TPG Dutch Harbor has been having trouble with the rail system for the past several weeks and there are many boats still in the water. There was some discussion.

IV. Harbormaster's Report – B. Totten

Harbormaster Totten stated both of the boats have been pulled for the season. TPG is going to winterize the motors and he brought one of the boats over today to have that done. Once both motors are winterized the boats will be shrinkwrapped. The best quote received was from a company owned by a Jamestown resident who makes recyclable shrinkwrap. He is also looking at purchasing covers for the boats so they would not have to be shrinkwrapped in the future. Harbormaster Totten also stated that the pumpouts at East and West Ferry have been decommissioned for the season. TPG has pulled the docks out of East Ferry and they will pull the docks at West Ferry as well. He would also like to develop a manual over the winter that would contain operational information, such as vendor phone numbers, who performs what duty, and when it needs to be performed, etc., that will be useful to staff.

V. Year-to-Date Financial Report – S. Romano

Commissioner Romano discussed the current financial statement for FY25. Some line items were not properly budgeted and exceeded the allotted amount, but the over-expenditures will be offset by line items that are not fully expended. Those issues have been addressed in the FY26 budget that has been approved by the Harbor Commission and the Town Council. There was some discussion. Commissioner Campbell asked if any money was recouped from FEMA for storm damage to the Ft. Getty pier. The money to be reimbursed would cover the Foth Engineering study and materials to repair the pier. There was some discussion.

VI. Sub-Committee Reports

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

Commissioner Romano went over the budget for FY26 in her remarks on the YTD Financial Report, and indicated that the Town Council had approved the budget and approved the permit rate increases for 2025.

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

Chairman Banks had nothing to report.

C. Gould Island Restoration – W. Banks, M. Campbell, and B. Laman – Review, discussion, and/or potential action and/or vote;

Commissioner Campbell had nothing to report as no other meetings will be taking place until June, 2025

VII. Liaison Reports

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

Commissioner Laman stated that he had nothing to report as the Conservation Commission is not meeting until next week.

B. Town Council – Review, discussion, and/or potential action and/or vote;
Randy White is no longer on the Town Council and was not in attendance tonight.

VIII. Old Business

None at this time.

IX. Correspondence

None at this time.

X. New Business

None at this time.

Chairman Banks asked if anyone had attended the climate meeting at the library the previous evening. Executive Director Heagney attended and stated a number of people presented about what they are doing around their towns and statewide to help mitigate the effects of future flooding/storm damage. Newport has hired a person to coordinate sustainability initiatives and Jamestown is looking into something similar. Some towns are applying for federal grants, a new dune project for Mackerel Cove was discussed, and others spoke about how Jamestown might deal with future storm events. It was unclear who actually hosted the meeting. There was some discussion.

XI. Open Forum

A. Scheduled Requests to Address – None

B. Non-Scheduled Requests to Address

XII. Adjournment

There being no further business, Commissioner Romano moved to adjourn and was seconded by Chairman Banks. So voted: Chairman Banks, Aye; Commissioner McCarthy, Aye; Commissioner Romano, Aye; Commissioner Campbell, Aye; Commissioner Laman, Aye. The meeting adjourned at 5:30 p.m.

Attest,



Joan Rich, Harbor Clerk

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Approved: 1/8/25

A meeting of the Jamestown Harbor Commission (JHC) was held on Wednesday, December 11, 2024 at 5:00 p.m. in the Town Council Chambers of the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island.

I. Call to Order and Roll Call

Chairman Wayne Banks called the meeting to order at 5:04 p.m.

Present:

Wayne Banks, Chairman
Tom Alexander, Vice-Chairman
Mark Campbell, Commissioner
Jim Archibald, Commissioner
Bob Laman, Commissioner

Absent:

Jessica McCarthy, Commissioner
Sue Romano, Commissioner

Also in Attendance:

Jim Heagney, Executive Director
Joan Rich, Harbor Clerk

II. Public Comment – Preliminary Determination Application for Expansion of an Oyster Farm – CRMC – Benjamin Goetsch

A. Application of Bradley Boehringer for Expansion of existing Rocky Rhode Oyster Co. to grow bay scallops and sugar kelp;

Ben Goetsch from the Coastal Resources Management Council explained the preliminary determination process for an aquaculture application. Bradley Boehringer, the applicant, took over the lease of Walrus and Carpenter Oysters, located on the west side of Jamestown, and has been operating the business for the past year. Mr. Boehringer, who currently operates as Rocky Rhode Oyster Company, has applied to expand his oyster farm from 7.8 acres, by 3.5 acres to the west of the current boundary, for a total of 11.3 acres.

Mr. Boehringer stated the current harvest of his farm is 600,000 oysters, and he is maxed out with the area he currently has. His target is to harvest 1,000,00/year. He wants to focus on oysters but could also grow kelp and scallops in a process called vertical farming, as each species inhabits a different layer of water.

Mr. Boehringer also has an aqua farm in Point Judith Pond, but the water quality in the pond has changed, causing his farm to be closed for weeks at a time. He discussed the process of oyster farming and how he hopes to grow better oysters to bring to market.

There were questions, especially regarding the distance or "buffer zone" between different aquafarms. There was also a question about the hazard to navigation of the equipment to recreational boaters; the concern that there aren't any radar reflectors on the aquafarming equipment; and if radar reflectors are attached to the equipment, how well do they work, including in the fog. There was some discussion.

III. Approval of Meeting Minutes – Review, discussion, and/or potential action and/or vote;

A. November 13, 2024

Chairman Banks made a motion to approve the minutes of the meeting of November 13, 2024 and Commissioner Laman seconded. There was no discussion. So voted: Chairman Banks, aye; Vice-Chairman Alexander, abstain; Commissioner Campbell, aye; Commissioner Archibald, abstain; Commissioner Laman, aye. The motion did not carry and the minutes will be voted on again next month.

IV. Executive Director's Report – J. Heagney

A. TPG East Ferry-Dock/ramp removals and moorings winterization – docks and ramps have been removed and two rows of moorings still must be winterized;

B. TPG Dutch Harbor – All boats are out of the water except for the launch, and the docks have been disassembled and moved to moorings to await removal beginning tomorrow. Commissioner Archibald stated he had observed that it appeared some of the sinkholes had been filled in at Dutch Harbor, and Executive Director Heagney stated Mike Gray of Public Works had his crew fill in the holes, and that the repairs to the bulkhead would happen in early spring. There was some discussion.

C. Progress report on Harbor Management Plan – The edits have been completed and the plan will be forwarded to the Harbormaster and Town Administrator for further review.

D. Harbormaster boats update – There is a leak in one of the pontoons in the old boat. An appointment has been scheduled at New England Inflatables in Warwick for the repair.

Commissioner Archibald stated there were some kayaks and dinghies left on some of the racks, and Executive Director Heagney stated he was going to get the permit numbers and contact the owners for removal.

V. Harbormaster's Report – B. Totten

Harbormaster Totten was not present, and Executive Director Heagney included in his report the topics that Mr. Totten would have discussed.

VI. Year-to-Date Financial Report

Commissioner Romano was not present.

VII. Sub-Committee Reports**A. Budget – S. Romano and T. Alexander – Review, discussion, and/or potential action and/or vote;**

Vice Chairman Alexander had nothing to report.

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

Chairman Banks and Commissioner Archibald had nothing to report beyond what had been previously discussed about the Dutch Harbor bulkhead and the vessels left on the beach racks.

C. Gould Island Restoration – W. Banks, M. Campbell, and B. Laman – Review, discussion, and/or potential action and/or vote;

Chairman Banks stated there was nothing new to report.

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

Commissioner Laman stated at the Conservation Commission meeting last night they discussed the Rights of Way program, which had been suspended due to non-compliance of the guidelines. There is still a lot of interest in the program and the Conservation Commission is working to reinstate it. Commissioner Laman is going to talk to the Town Administrator about the revisions to the program, and who has ultimate oversight of the Rights of Way.

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

A new liaison has not yet been appointed by the Town Council.

IX. Old Business – None at this time;**X. Correspondence****A. Email from Carol Cronin regarding location of the Harbormaster Boat in West Ferry;**

Chairman Banks made a motion to accept the email from Carol Cronin and was seconded by Commissioner Archibald. So voted: Chairman Banks, aye; Vice-Chairman Alexander, aye; Commissioner Campbell, aye; Commissioner Archibald, aye; Commissioner Laman, aye.

B. Email from Marion Falla regarding Insurance Requirement for Commercial Moorings;

Chairman Banks made a motion to accept the email from Marion Falla and was seconded by Commissioner Archibald. So voted: Chairman Banks, aye; Vice-Chairman Alexander, aye; Commissioner Campbell, aye; Commissioner Archibald, aye; Commissioner Laman, aye.

XI. New Business**A. Sunset Oyster Farm Upweller Request – Review, discussion, and/or potential action and/or vote;**

Executive Director Heagney stated that there had not been any issues or complaints over the past year about the upweller at Fort Getty that has been operated by Sunset Oyster Farm. Chairman Banks moved to approve the request by Sunset Oyster Farm to continue to operate the upweller and Commissioner Archibald seconded. Commissioner Campbell asked the applicant, Tony Pinheiro, how the upweller was working. There was some discussion. So voted: Chairman Banks, aye; Vice-Chairman Alexander, aye; Commissioner Campbell, aye; Commissioner Archibald, aye, Commissioner Laman, aye.

B. 2025 Mooring Inspector/Installer Applications - Review, discussion, and/or potential action and/or vote;

Commissioner Campbell had questions regarding who was performing the mooring maintenance for the boatyards that were on the list, and there was discussion as to what company the boatyards had hired to subcontract the mooring work. The list will be revised to reflect the subcontractors, who had all applied separately to be an approved mooring inspector/installer. There was more discussion. So voted: Chairman Banks, aye; Vice-Chairman Alexander, aye; Commissioner Campbell, aye, Commissioner Archibald, aye; Commissioner Laman, aye.

XII. Open Forum**A. Scheduled Requests to Address – None****B. Non-Scheduled Requests to Address**

Chairman Banks stated that this would be his last meeting as he is term-limited, but he has sent a letter to the Town Council to serve another term. The Town Council is meeting next on December 19, and they will vote at that time on Harbor Commission applicants. There was some discussion.

XIII. Adjournment

There being no further business, Chairman Banks moved to adjourn with a second by Commissioner Archibald. So voted: Chairman Banks aye; Vice Chairman Alexander, aye; Commissioner Campbell, aye; Commissioner Archibald, aye; Commissioner Laman, aye.

Attest:



Joan Rich, Harbor Clerk

Jamestown Tree Preservation and Protection Committee
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI
Wednesday, November 20, 2024
Meeting Minutes

Call to Order. Jim called the meeting to order at 6:32 pm.

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

Absent: None

Guests; None

Reading and Approval of Meeting Minutes. Jim made a motion to approve the minutes from the October 16, 2024 meeting. Richard seconded the motion, all voted to approve.

Communications. None

Tree Warden Report. Steve gave a verbal report. There was no activity this month.

Unfinished Business:

a. Tree nursery update: There have been some visits to the nursery by people interested in obtaining trees. Trees were tagged but no written requests have been received yet. Jim has tree tags; he will install. Steve spoke to Mike Gray about demolition of the old shed. We are awaiting brackets and hooks for the new shed. Jim has a white board which will be posted in the shed to keep track of trees going in and out of the nursery. Jim will ask DPW about getting a key box for the shed. Jim volunteered to dig up a dogwood which Darcy offered to donate to the nursery.

b. Bike path update: Steve has a list of proposed trees for the bike path. He will share with Darcy, who will update the website. Michele noted that the current list is quite extensive and needs to be narrowed down based on current availability. Steve will meet with Mike Gray to review the general bike path planting plan. Mike would like to see some smaller trees planted now. Steve can purchase them immediately. Darcy reported that Nick from Atlantic Lawn and Garden has agreed to develop a specific tree plan for the first section north of the pumphouse in exchange for publicity. Jim noted that we would purchase several of each type selected so that they will match. Steve suggested a site meeting to pick trees, Michele would then draw up the plans, and Darcy would give the plans to Steve. Saturday morning November 23rd at the pump house was suggested as a meeting time.

c. UCF tree nursery irrigation grant: Michele asked about installation of the irrigation system. Jim stated that it will be sized in the spring. The grant has been extended for a year.

d. Hoop house grant update: The hoop house was constructed successfully by the DPW, which also installed a crushed stone border to protect the plastic cover. All agreed they did a fine job. We will follow up with them concerning installation of flooring. Beth asked about water prior to installation of the irrigation system. It may be possible to install another tank. Darcy reported that she found an inexpensive source for tree whips. Michele noted that donated pots might be available from Atlantic, the schools, neighbors, and the Secret Garden.

e. Tree inventory update: Beth provided the IMEI ID to Tina. She is looking into reactivating the phone connection.

f. Website and publicity updates: The website has been updated with photos of the new hoop house. Darcy sent a press release to the Jamestown Press. Michele gave Beth \$4 collected for tree brochures to be deposited in the tree committee account.

g. Lectures and activities: A caterpillar lecture was suggested. Darcy noted that the New Hampshire Caterpillar Lab was too small to give a live lecture but their videos are available on Zoom. Beth will follow up with Heather Faubert and Steven Alm from the URI Entomology department. An old growth forest walk was suggested. Beth will follow up with the Aquidneck Land Trust. Darcy offered to create educational boards containing tree facts. Jim will locate boards. Michele suggested that someone from the Newport Tree Conservancy or the Rhode Island Tree Council might be able to give a lecture about the life cycle of trees. Darcy noted that the RITC recently updated its Champion Tree list. She will also follow up with the owners of some potential candidates for the list.

h. Tree ordinance education. No new discussion.

i. Memorial tree program. Darcy and Tom continue to investigate the plaque at Fort Getty. Mary Meagher was not familiar with it.

New Business: Richard will follow up on initiating a new UCF grant to purchase trees for the bike path.

Liaison and Other Reports: Barbara reported that Eagle Scouts are working with the Conservation Commission to avoid wet areas in the Sanctuary. A request has been received to expand the oyster farms in Dutch Harbor, as well as the sugar kelp and scallop areas. This could create an issue with recreation and sailing. The recent shoreline cleanup removed a lot of debris from the recent storms and high tides. Beach grass plugs have been planted at the Jamestown Community Farm.

Open Forum: None

Future Agenda Topics: Items of interest for next meeting. Michele suggested setting up a compost system at the tree nursery. Jim offered to locate pallets.

Adjourn. There being no further business, Michele made a motion to adjourn. Darcy seconded. All voted in favor. The meeting was adjourned at 8:15 pm.

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

Respectfully submitted
Beth Herman, Secretary

**Jamestown Tree Preservation and Protection Committee
2025 Meeting Dates**

Meetings are held in the small conference room of the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, RI. Meetings are scheduled on the third Wednesday of each month at 6:30 PM as follows:

January 15, 2025

February 19, 2025

March 19, 2025

April 16, 2025

May 21, 2025

June 18, 2025

July 16, 2025

August 20, 2025

September 17, 2025

October 15, 2025

November 19, 2025

December 17, 2025



**Town of Jamestown
Tax Assessor**

**93 Narragansett Avenue
Jamestown, RI 02835**

**Phone: 401-423-9802
Email: cbrochu@jamestownri.net**

To: COUNCIL PRESIDENT BEYE, JAMESTOWN TOWN COUNCIL

From: CHRISTINE BROCHU, JAMESTOWN TAX ASSESSOR

Subject: ADDITION OF TAXES FOR THE **JANUARY 21, 2025** MEETING

Please see the attached.

RESPECTFULLY SUBMITTED,

Christine Brochu

CHRISTINE BROCHU
TAX ASSESSOR

BAA/COC List Report TYPE: All JAMESTOWN YEAR: 2014 TO 2024
 Conditions: District: Reported Type: All DATE: 1/3/2025

YEAR	NAME/ADDRESS	COC INFO	ACCOUNT #	GROSS OLD	GROSS NEW	EXEMPT OLD	EXEMPT NEW	NET CHANGE	NET NEW	TAX OLD	TAX NEW	SEWER OLD	SEWER NEW
2024	[REDACTED]	18804R	16-0494-02	395,600	0	0	0	395,600	0	2,588.07	2,588.07	0.00	0.00
Accept	[REDACTED]	01/02/2025	8/9	0	0	0	0	0	0	125.00	125.00	0.00	0.00
	[REDACTED]	REMOVED EXEMPTION-	2431	395,600	0	0	0	395,600	0	2,713.07	2,713.07	0.00	0.00
		SOLD											

Totals For - 2024 R 0 125.00

Total Inc's: 125.00
 Total Dec's: 0.00

TOTAL # Of Accts 1 0 125.00
 Grand Total Inc's: 125.00
 Grand Total Dec's: 0.00

Real Estate
TOWN OF JAMESTOWN
Certificate of Change for the 2024 Roll

By authority of the Rhode Island General Statutes, the Assessor hereby adjusts the assessment list of 12/31/2023.

COC Date 01/15/2025 **List No.** 3414 **Unique ID** 8/615 **Acct. No.** 01-0008-34 **District** ISDS **COC No.** 18806R **Sewers** No



Property Information

Property Location
00194 NORTH ROAD

Map/Block/Lot
8/615
Volume: 1059 / Page: 65

	Original	Adjustment	Current
NADA Value			
Assessment	158,000	0	158,000
Exemptions	0	0	0
Net Assmt.	158,000	0	158,000

Record changed for the following reasons:
NOW TAX EXEMPT

ASSESSOR, TOWN OF JAMESTOWN

Remarks:



2024010003414

Real Estate

Real Estate Assessment Year: 12/31/2023 Due in Collection Year: 2024

TOWN

Mill Rates	7.1741
Original Tax	1,133.51
Tax Change	-566.71
Current Tax	566.80
Calculated Tax	1,133.51
Adj. Tax	-566.71
Tax Credit Diff	566.71
New Tax Credit	566.71
New Tax	566.80

TAX COLLECTOR, TOWN OF JAMESTOWN

Town of Jamestown

Finance Department

Town Hall

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9809 Fax 401-423-7229

Email: ccollins@jamestownri.net



Christina D. Collins
Finance Director

MEMORANDUM

TO: Edward A. Mello, Town Administrator

FROM: Christina D. Collins, Finance Director

DATE: January 16, 2025

SUBJECT: Budget to Actual- General Fund 

Attached is the Budget to Actual report for the Fiscal Year 2025. The report contains the expenses that have been paid through December 31, 2024.

Please do not hesitate to contact me with any questions or concerns.

Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 12/31/2024

Run: 1/16/2025 at 1:00 PM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
1100 7001 70101 00 Salaries	13,800.00	0.00	6,450.00	7,350.00	46.74
1100 7001 70302 00 Fees And Supplies	500.00	(631.40)	270.68	229.32	54.14
1100 7001 70305 00 Advertising	750.00	0.00	0.00	750.00	0.00
Town Council Expenses	15,050.00	(631.40)	6,720.68	8,329.32	44.66
1100 7002 70101 00 Salary, Town Administrator	134,183.00	10,141.54	75,535.79	58,647.21	56.29
1100 7002 70102 00 Salary, Clerical	72,820.00	5,600.00	36,359.61	36,460.39	49.93
1100 7002 70302 00 Fees And Supplies	2,500.00	602.63	4,605.30	(2,105.30)	184.21
1100 7002 70303 00 Travel Expenses	5,000.00	350.00	2,100.00	2,900.00	42.00
Town Administrator Expenses	214,503.00	16,694.17	118,600.70	95,902.30	55.29
1100 7003 70101 00 Salaries	5,636.00	433.48	2,817.62	2,818.38	49.99
1100 7003 70302 00 Fees And Supplies	1,200.00	(1,425.40)	(1,397.41)	2,597.41	(116.45)
Probate Court Expenses	6,836.00	(991.92)	1,420.21	5,415.79	20.78
1100 7004 70101 00 Salaries	5,234.00	0.00	2,941.68	2,292.32	56.20
1100 7004 70102 00 Salary, Clerical	1,878.00	0.00	0.00	1,878.00	0.00
1100 7004 70103 00 Salaries, Moderator & Sergeant	1,450.00	0.00	323.68	1,126.32	22.32
1100 7004 70104 00 Election Supervisors	9,508.00	0.00	7,557.00	1,951.00	79.48
1100 7004 70112 00 Election - OT	1,440.00	0.00	1,147.72	292.28	79.70
1100 7004 70302 00 Fees And Supplies	3,800.00	834.40	3,171.08	628.92	83.45
1100 7004 70305 00 Advertising And Printing	1,140.00	612.50	797.50	342.50	69.96
Election and Town Meeting Expenses	24,450.00	1,446.90	15,938.66	8,511.34	65.19
1100 7005 70201 00 Professional Services - Legal	175,000.00	7,595.25	48,625.25	126,374.75	27.79
Legal Expenses	175,000.00	7,595.25	48,625.25	126,374.75	27.79
1100 7006 70101 00 Salaries	78,291.00	6,018.40	39,119.60	39,171.40	49.97
1100 7006 70102 00 Salary, Clerical	116,015.00	8,404.50	58,996.46	57,018.54	50.85
1100 7006 70104 00 Clerk - OT	550.00	0.00	0.00	550.00	0.00
1100 7006 70302 00 Fees, Supplies & Dues	37,000.00	211.70	15,546.85	21,453.15	42.02
1100 7006 70305 00 Advertising	3,800.00	(70.50)	157.00	3,643.00	4.13
Clerks And Records Expenses	235,656.00	14,564.10	113,819.91	121,836.09	48.30
1100 7007 70101 00 Salaries	99,350.00	7,014.22	53,757.72	45,592.28	54.11
1100 7007 70102 00 Salary, Clerical	51,714.00	4,248.00	26,985.00	24,729.00	52.18
1100 7007 70105 00 Salary, Planning Commission	7,000.00	0.00	0.00	7,000.00	0.00
1100 7007 70201 00 Sustainability Consultant	25,000.00	0.00	0.00	25,000.00	0.00
1100 7007 70302 00 Fees, Supplies & Dues	4,500.00	364.07	1,067.25	3,432.75	23.72
Planning Expenses	187,564.00	11,626.29	81,809.97	105,754.03	43.62
1100 7008 70201 00 Salaries, Zoning Board	8,000.00	0.00	975.00	7,025.00	12.19
1100 7008 70302 00 Fees, Supplies & Dues	2,500.00	3,140.94	2,398.58	101.42	95.94
Zoning Expenses	10,500.00	3,140.94	3,373.58	7,126.42	32.13
1100 7009 70900 00 Social Security Tax	372,500.00	32,139.81	208,764.30	163,735.70	56.04
1100 7009 70901 00 Blue Cross/Delta Dental	743,715.00	50,651.72	314,017.79	429,697.21	42.22
1100 7009 70902 00 Worker's Compensation	85,000.00	0.00	0.00	85,000.00	0.00
1100 7009 70903 00 Retirement System	350,000.00	22,378.28	156,251.32	193,748.68	44.64
1100 7009 70906 00 Life Insurance	13,000.00	1,085.94	6,517.16	6,482.84	50.13
1100 7009 70907 00 General Liability Insurance	120,000.00	0.00	(369.00)	120,369.00	(0.31)
1100 7009 70910 00 Salary Adjustment	31,227.00	0.00	0.00	31,227.00	0.00
1100 7009 70911 00 FICA CLEARING ACCT	0.00	0.00	(0.05)	0.05	0.00
1100 7009 70912 00 OPEB	25,000.00	0.00	0.00	25,000.00	0.00
1100 7009 70920 00 Police Retiree Health	115,005.00	10,666.92	62,309.92	52,695.08	54.18
Personnel Expenses	1,855,447.00	116,922.67	747,491.44	1,107,955.56	40.29
1100 7010 70100 00 Salary, Finance Director	123,153.00	8,651.44	77,838.89	45,314.11	63.21
1100 7010 70101 00 Salaries- Dep. Tax Collector	85,677.00	5,986.51	49,037.72	36,639.28	57.24
1100 7010 70201 00 Professional Services	21,000.00	41.36	10,195.98	10,804.02	48.55
1100 7010 70302 00 Fees, Supplies & Dues	22,000.00	(2,033.17)	2,499.20	19,500.80	11.36
Finance Expenses	251,830.00	12,646.14	139,571.79	112,258.21	55.42
1100 7011 70101 00 Salaries	88,808.00	6,600.36	45,905.51	42,902.49	51.69
1100 7011 70302 00 Fees, Supplies, Dues	13,501.00	2,180.50	11,170.92	2,330.08	82.74
1100 7011 70305 00 Advertising	900.00	0.00	225.00	675.00	25.00
Tax Assessor Expenses	103,209.00	8,780.86	57,301.43	45,907.57	55.52
1100 7012 70201 00 Professional Services	25,000.00	3,710.00	26,500.00	(1,500.00)	106.00
Audit of Accounts Expenses	25,000.00	3,710.00	26,500.00	(1,500.00)	106.00
1100 7013 70201 00 IT- Consultant	65,000.00	4,956.25	31,168.75	33,831.25	47.95

Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 12/31/2024

Run: 1/16/2025 at 1:00 PM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
100 7013 70303 00 Software	52,575.00	1,099.81	46,310.23	6,264.77	88.08
Total Expenses	117,575.00	6,056.06	77,478.98	40,096.02	65.90
1100 7030 70302 00 EMA- SUPPLIES	7,500.00	0.00	2,763.68	4,736.32	36.85
EMA Expenses	7,500.00	0.00	2,763.68	4,736.32	36.85
1100 7031 70100 00 Salary, Police Chief	107,120.00	8,240.00	53,560.00	53,560.00	50.00
1100 7031 70101 00 Salaries - Police	1,003,336.00	74,345.38	507,685.34	495,650.66	50.60
1100 7031 70102 00 Police Longevity	71,988.00	5,416.75	26,981.40	45,006.60	37.48
1100 7031 70103 00 Police Benefits	62,761.00	8,888.40	31,885.42	30,875.58	50.80
1100 7031 70104 00 Police - OT	185,000.00	13,070.10	99,598.98	85,401.02	53.84
1100 7031 70105 00 Police Retirement	288,397.00	0.00	0.00	288,397.00	0.00
1100 7031 70111 00 Salary - Dispatch/Admin/Seasonal	224,718.00	12,931.96	108,405.75	116,312.25	48.24
1100 7031 70112 00 Dispatch, Longevity	8,764.00	0.00	5,236.02	3,527.98	59.74
1100 7031 70113 00 Dispatch - Benefits	12,132.00	1,436.20	4,660.34	7,471.66	38.41
1100 7031 70114 00 Dispatch - OT	27,500.00	5,762.34	25,360.49	2,139.51	92.22
1100 7031 70302 00 Fees & Supplies	21,000.00	861.45	10,439.61	10,560.39	49.71
1100 7031 70303 00 Computer Software	24,200.00	2,022.50	24,908.40	(708.40)	102.93
1100 7031 70307 00 Building Maintenance	5,000.00	406.10	3,099.80	1,900.20	62.00
1100 7031 70308 00 Vehicle Insurance	9,017.00	0.00	0.00	9,017.00	0.00
1100 7031 70309 00 Telephone	12,500.00	561.78	5,605.87	6,894.13	44.85
1100 7031 70310 00 Personal Equipment	2,500.00	993.50	1,924.36	575.64	76.97
1100 7031 70311 00 Maintenance Of Uniforms	29,400.00	0.00	0.00	29,400.00	0.00
1100 7031 70312 00 Ammunition And Supplies	3,500.00	0.00	2,748.00	752.00	78.51
1100 7031 70313 00 Maintenance Of Police Cars	15,000.00	1,498.09	4,543.84	10,456.16	30.29
1100 7031 70314 00 Gas & Tires	23,000.00	0.00	10,408.34	12,591.66	45.25
1100 7031 70315 00 Training Of Members	15,000.00	1,313.04	12,884.37	2,115.63	85.90
1100 7031 70317 00 Maintenance Of Radio System	3,500.00	0.00	0.00	3,500.00	0.00
1100 7031 70318 00 Equipment	1,500.00	0.00	1,850.97	(350.97)	123.40
1100 7031 70322 00 Dispatch Uniforms	2,000.00	0.00	1,500.00	500.00	75.00
Police Protection Expenses	2,158,833.00	137,747.59	943,287.30	1,215,545.70	43.69
1100 7032 70100 00 Fire Chief/Fire Inspector	74,165.00	5,704.96	37,082.24	37,082.76	50.00
1100 7032 70101 00 Fire Inspector/Clerk	12,854.00	0.00	0.00	12,854.00	0.00
1100 7032 70102 00 Stipend, Deputy Fire Chief	6,000.00	0.00	0.00	6,000.00	0.00
1100 7032 70103 00 Stipend - Fire Inspector	38,563.00	4,016.40	24,162.20	14,400.80	62.66
1100 7032 70104 00 Fire Dept. Incentive Program	75,000.00	0.00	22,250.00	52,750.00	29.67
1100 7032 70105 00 Equip/Safety Maint. - Per Diem	32,126.00	2,700.00	17,215.00	14,911.00	53.59
1100 7032 70302 00 Fees And Supplies	11,750.00	425.57	3,381.75	8,368.25	28.78
1100 7032 70303 00 Software	0.00	0.00	3,252.28	(3,252.28)	0.00
1100 7032 70308 00 Vehicle Insurance	37,500.00	2,776.50	10,848.50	26,651.50	28.93
1100 7032 70309 00 Telephone	8,180.00	702.46	3,208.16	4,971.84	39.22
1100 7032 70313 00 Maintenance Of Fire Apparatus	40,000.00	16,996.44	37,882.60	2,117.40	94.71
1100 7032 70314 00 Gas, Tires & Oil	21,000.00	0.00	6,462.33	14,537.67	30.77
1100 7032 70315 00 Training Of Members	8,000.00	0.00	232.49	7,767.51	2.91
1100 7032 70321 00 Electricity	21,000.00	2,012.79	9,828.59	11,171.41	46.80
1100 7032 70322 00 Maintenance Of Radio System	5,500.00	0.00	5,817.60	(317.60)	105.77
1100 7032 70323 00 Oxygen & Air Packs	7,000.00	0.00	0.00	7,000.00	0.00
1100 7032 70324 00 Water	1,600.00	0.00	381.43	1,218.57	23.84
1100 7032 70325 00 Fire Equipment	18,000.00	0.00	2,660.43	15,339.57	14.78
1100 7032 70326 00 Fire Ext. Agent	5,250.00	0.00	704.95	4,545.05	13.43
1100 7032 70343 00 Heating	15,000.00	413.00	2,455.05	12,544.95	16.37
1100 7032 70344 00 Repairs And Maintenance	15,000.00	1,785.67	8,427.51	6,572.49	56.18
1100 7032 70399 00 Subscriptions & Journals	5,800.00	0.00	0.00	5,800.00	0.00
1100 7032 70900 00 Social Security Tax	12,632.00	950.22	6,001.74	6,630.26	47.51
1100 7032 70903 00 Fire Chief - Benefit	7,416.00	0.00	0.00	7,416.00	0.00
Fire Protection Expenses	479,336.00	38,484.01	202,254.85	277,081.15	42.19
1100 7033 70103 00 Stipend - Medical Director	12,000.00	1,000.00	4,000.00	8,000.00	33.33
1100 7033 70104 00 ALS - Per Diem	411,177.00	29,380.75	214,095.15	197,081.85	52.07
1100 7033 70105 00 EMS Incentive Program	78,500.00	0.00	12,717.00	65,783.00	16.20
1100 7033 70302 00 Fees And Supplies	29,995.00	288.57	15,775.74	14,219.26	52.59
1100 7033 70303 00 Computer Software	0.00	0.00	8,251.50	(8,251.50)	0.00
1100 7033 70308 00 Vehicle Insurance	37,500.00	0.00	3,587.75	33,912.25	9.57
1100 7033 70309 00 Telephone	0.00	136.16	829.58	(829.58)	0.00
1100 7033 70313 00 Maintenance of Vehicles	16,500.00	0.00	821.61	15,678.39	4.98
1100 7033 70315 00 Training Of Members	16,000.00	0.00	1,110.60	14,889.40	6.94
1100 7033 70333 00 Ambulance Medical	22,000.00	1,151.75	9,616.35	12,383.65	43.71
1100 7033 70900 00 Social Security Tax	31,455.00	2,247.63	16,378.65	15,076.35	52.07
EMS Expenses	655,127.00	34,204.86	287,183.93	367,943.07	43.84
1100 7034 70101 00 Salary - Building Inspector	91,237.00	6,538.46	48,217.19	43,019.81	52.85
1100 7034 70102 00 Salary, Clerical	32,094.00	20,937.57	39,736.86	(7,642.86)	123.81

**Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 12/31/2024**

Run: 1/16/2025 at 1:00 PM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
1100 7034 70103 00 Salary - Zoning Enforcement	15,450.00	0.00	2,316.00	13,134.00	14.99
1100 7034 70117 00 Salary, Electrical Inspector	11,500.00	958.33	5,749.98	5,750.02	50.00
1100 7034 70118 00 Salary, Plumbing Inspector	5,750.00	479.16	2,874.96	2,875.04	50.00
1100 7034 70119 00 Salary, Mechanical Inspector	5,750.00	479.16	2,874.96	2,875.04	50.00
1100 7034 70302 00 Supplies And Expenses	5,250.00	105.50	11,231.50	(5,981.50)	213.93
1100 7034 70303 00 E-PERMITTING	6,000.00	0.00	0.00	6,000.00	0.00
1100 7034 70328 00 Hydrant Rental	170,000.00	0.00	0.00	170,000.00	0.00
Protection Services Expenses	343,031.00	29,498.18	113,001.45	230,029.55	32.94
1100 7041 70101 00 Salaries	71,477.00	4,620.36	33,485.28	37,991.72	46.85
1100 7041 70302 00 Fees And Supplies	1,000.00	269.16	339.66	660.34	33.97
Public Works Administration Expenses	72,477.00	4,889.52	33,824.94	38,652.06	46.67
1100 7042 70101 00 Salaries	51,904.00	3,820.80	24,807.36	27,096.64	47.79
1100 7042 70103 00 Intern	3,200.00	0.00	0.00	3,200.00	0.00
1100 7042 70302 00 Fees And Supplies	1,200.00	0.00	69.55	1,130.45	5.80
Engineering Expenses	56,304.00	3,820.80	24,876.91	31,427.09	44.18
1100 7043 70100 00 Salary, Highway Supervisor	85,100.00	6,323.72	41,919.73	43,180.27	49.26
1100 7043 70101 00 Salaries - Public Works	774,291.00	56,502.40	406,201.50	368,089.50	52.46
1100 7043 70104 00 Highway -OT	45,000.00	1,982.40	8,750.61	36,249.39	19.45
1100 7043 70308 00 Vehicle Insurance	19,300.00	0.00	0.00	19,300.00	0.00
1100 7043 70313 00 Upkeep Of Equipment	100,000.00	6,391.21	52,435.62	47,564.38	52.44
1100 7043 70314 00 Oil And Gas	75,000.00	1,432.95	26,646.26	48,353.74	35.53
1100 7043 70330 00 Sand And Gravel	17,000.00	1,088.80	12,131.32	4,868.68	71.36
1100 7043 70331 00 Cold Patch	13,500.00	643.28	5,905.60	7,594.40	43.75
1100 7043 70333 00 Other Road Supplies	14,000.00	179.90	5,793.56	8,206.44	41.38
1100 7043 70334 00 Equipment Rental	2,500.00	0.00	2,425.00	75.00	97.00
1100 7043 70335 00 License - Contractual	6,000.00	0.00	6,300.00	(300.00)	105.00
1100 7043 70336 00 Clothing	6,000.00	0.00	0.00	6,000.00	0.00
1100 7043 70399 00 Safety And Licensing	5,500.00	289.80	1,806.48	3,693.52	32.85
Highway Expenses	1,163,191.00	74,834.46	570,315.68	592,875.32	49.03
1100 7044 70101 00 Snow Removal - OT	34,000.00	1,408.92	1,408.92	32,591.08	4.14
1100 7044 70337 00 Equipment And Supplies	54,000.00	1,256.88	2,211.73	51,788.27	4.10
Snow Removal Expenses	88,000.00	2,665.80	3,620.65	84,379.35	4.11
1100 7045 70101 00 Salaries	71,677.00	5,183.14	38,039.09	33,637.91	53.07
1100 7045 70104 00 Transfer Station -Sunday OT	8,228.00	632.96	3,951.28	4,276.72	48.02
1100 7045 70309 00 Telephone	800.00	0.00	284.77	515.23	35.60
1100 7045 70321 00 Electricity	1,400.00	149.41	405.98	994.02	29.00
1100 7045 70340 00 Maintenance And Testing	44,000.00	0.00	9,283.94	34,716.06	21.10
1100 7045 70341 00 Transfer And Trucking	420,000.00	34,350.25	188,315.80	231,684.20	44.84
1100 7045 70350 00 Hazardous Waste Recycling	300.00	0.00	0.00	300.00	0.00
Waste Removal Expenses	546,405.00	40,315.76	240,280.86	306,124.14	43.97
1100 7046 70321 00 Electricity	64,000.00	58.83	7,764.05	56,235.95	12.13
Street Lighting Expenses	64,000.00	58.83	7,764.05	56,235.95	12.13
1100 7047 70101 00 Salaries	10,000.00	4,900.00	4,900.00	5,100.00	49.00
1100 7047 70302 00 Fees And Supplies	1,800.00	300.19	1,167.10	632.90	64.84
1100 7047 70360 00 Tree Pruning	18,000.00	0.00	4,354.49	13,645.51	24.19
1100 7047 70370 00 Purchase Of Trees	5,000.00	0.00	0.00	5,000.00	0.00
Tree Warden Expenses	34,800.00	5,200.19	10,421.59	24,378.41	29.95
1100 7048 70342 00 Town Cemetery And Parade	35,000.00	145.00	1,269.50	33,730.50	3.63
Other Public Works Expenses	35,000.00	145.00	1,269.50	33,730.50	3.63
1100 7049 70101 00 Cleaning Contracts	60,000.00	5,551.96	26,824.98	33,175.02	44.71
1100 7049 70302 00 Supplies	8,000.00	609.89	2,179.00	5,821.00	27.24
1100 7049 70309 00 Telephone	16,000.00	341.26	2,875.83	13,124.17	17.97
1100 7049 70321 00 Electricity	70,000.00	7,348.19	39,513.00	30,487.00	56.45
1100 7049 70324 00 Water	11,000.00	0.00	2,616.49	8,383.51	23.79
1100 7049 70343 00 Heating	50,000.00	1,997.41	12,692.46	37,307.54	25.38
1100 7049 70344 00 Repairs And Maintenance	70,000.00	6,471.33	28,634.44	41,365.56	40.91
1100 7049 70375 00 Landscape	12,000.00	1,165.20	4,228.59	7,771.41	35.24
Public Buildings Expenses	297,000.00	23,485.24	119,564.79	177,435.21	40.26
1100 7060 70456 00 Visiting Nurse/Mental Health	35,000.00	0.00	26,000.00	9,000.00	74.29
General Expenses	35,000.00	0.00	26,000.00	9,000.00	74.29
1100 7061 70302 00 Fees And Supplies	5,000.00	0.00	0.00	5,000.00	0.00
1100 7061 70306 00 Tick Tack Force	2,500.00	0.00	580.00	1,920.00	23.20

**Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 12/31/2024**

Run: 1/16/2025 at 1:00 PM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
Animal Control Expenses	7,500.00	0.00	580.00	6,920.00	7.73
1100 7065 70101 00 Salaries	70,210.00	5,119.24	38,086.54	32,123.46	54.25
1100 7065 70102 00 Ass't Sr. Services	22,724.00	3,676.02	21,238.52	1,485.48	93.46
1100 7065 70103 00 Salary, Meal Site Coordinator	20,748.00	0.00	0.00	20,748.00	0.00
1100 7065 70104 00 Salary, Meal Site Aide	12,064.00	0.00	0.00	12,064.00	0.00
1100 7065 70105 00 Salary, Sr. Services Transportation	3,016.00	0.00	0.00	3,016.00	0.00
1100 7065 70201 00 Cleaning Contract	9,096.00	793.00	4,618.00	4,478.00	50.77
1100 7065 70202 00 Wellness Coord.	10,000.00	150.00	2,425.00	7,575.00	24.25
1100 7065 70302 00 Fees, Supplies & Dues	4,000.00	671.21	6,149.11	(2,149.11)	153.73
1100 7065 70305 00 Advertising	2,500.00	0.00	0.00	2,500.00	0.00
1100 7065 70309 00 Telephones	500.00	11.51	65.99	434.01	13.20
1100 7065 70321 00 Electricity	4,500.00	0.00	0.00	4,500.00	0.00
1100 7065 70324 00 Water	1,345.00	0.00	358.92	986.08	26.69
1100 7065 70341 00 Trash Removal	466.00	37.00	185.00	281.00	39.70
1100 7065 70343 00 Heat	5,000.00	631.07	1,375.60	3,624.40	27.51
1100 7065 70344 00 Repairs & Maintenance	6,720.00	603.82	3,766.67	2,953.33	56.05
1100 7065 70380 00 Program	10,000.00	334.66	4,410.70	5,589.30	44.11
Total Expenses	182,889.00	12,027.53	82,680.05	100,208.95	45.21
1100 7070 70100 00 Salary, Library Director	90,802.00	6,497.50	46,334.12	44,467.88	51.03
1100 7070 70101 00 Salaries	171,083.00	13,720.96	88,544.21	82,538.79	51.76
1100 7070 70104 00 Library-OT	600.00	0.00	197.18	402.82	32.86
1100 7070 70302 00 Fees And Supplies	8,500.00	257.61	3,539.05	4,960.95	41.64
1100 7070 70308 00 Insurance	20,694.00	0.00	0.00	20,694.00	0.00
1100 7070 70309 00 Telephone	1,356.00	140.16	839.19	516.81	61.89
1100 7070 70310 00 Equipment	1,000.00	0.00	0.00	1,000.00	0.00
1100 7070 70321 00 Electricity	23,520.00	3,647.50	14,162.80	9,357.20	60.22
1100 7070 70343 00 Heating	24,500.00	638.36	1,537.15	22,962.85	6.27
1100 7070 70344 00 Repairs And Maintenance	20,000.00	488.15	3,943.77	16,056.23	19.72
1100 7070 70345 00 Computer Repairs And Maintenanc	10,000.00	1,045.00	1,550.99	8,449.01	15.51
1100 7070 70351 00 Books And Periodicals	19,000.00	1,377.21	8,724.85	10,275.15	45.92
1100 7070 70352 00 Books - State Aid	117,542.00	8,645.74	57,667.74	59,874.26	49.06
1100 7070 70355 00 CREDITS (LIB SALES & GIFTS)	0.00	(253.43)	(1,361.07)	1,361.07	0.00
1100 7070 70375 00 Landscaping	2,500.00	0.00	0.00	2,500.00	0.00
Library Expenses	511,097.00	36,204.76	225,679.98	285,417.02	44.16
1100 7080 70101 00 Salary- Recreation Director	80,643.00	6,203.32	41,827.24	38,815.76	51.87
1100 7080 70102 00 Salaries- Recreation Staff	256,254.00	19,130.86	133,146.45	123,107.55	51.96
1100 7080 70104 00 Salaries -Teen Center Support Staff	16,720.00	1,312.75	5,113.90	11,606.10	30.59
1100 7080 70105 00 Seasonal Support Staff	150,000.00	0.00	119,301.19	30,698.81	79.53
1100 7080 70112 00 Recreation - OT	3,000.00	382.13	1,194.16	1,805.84	39.81
1100 7080 70302 00 Supplies	6,200.00	370.63	2,179.60	4,020.40	35.15
1100 7080 70303 00 Software	0.00	0.00	16,000.00	(16,000.00)	0.00
1100 7080 70305 00 Advertising	3,000.00	1,300.00	2,449.00	551.00	81.63
1100 7080 70308 00 Vehicle Insurance	10,000.00	0.00	0.00	10,000.00	0.00
1100 7080 70309 00 Telephone	1,900.00	162.16	792.86	1,107.14	41.73
1100 7080 70310 00 Equipment	4,500.00	352.85	2,537.10	1,962.90	56.38
1100 7080 70314 00 Gas And Oil	11,200.00	0.00	3,868.39	7,331.61	34.54
1100 7080 70321 00 Electricity	31,000.00	200.68	22,080.91	8,919.09	71.23
1100 7080 70322 00 Fort Getty Water Removal	10,500.00	0.00	6,575.00	3,925.00	62.62
1100 7080 70323 00 Shores Beach/Sanitary Faciliti	5,000.00	410.00	1,785.00	3,215.00	35.70
1100 7080 70324 00 Water	13,500.00	0.00	356.87	13,143.13	2.64
1100 7080 70341 00 Trash Removal	13,000.00	637.70	8,360.70	4,639.30	64.31
1100 7080 70344 00 Repairs, Maintenance And Impro	24,000.00	3,168.44	13,401.84	10,598.16	55.84
1100 7080 70345 00 Eldred Ave. Field Improvements	25,611.00	0.00	11,435.00	14,176.00	44.65
1100 7080 70382 00 Summer Program	3,500.00	0.00	3,414.00	86.00	97.54
1100 7080 70383 00 Winter Program	1,200.00	0.00	1,360.17	(160.17)	113.35
Parks, Beaches & Recreation Expenses	670,728.00	33,631.52	397,179.38	273,548.62	59.22
1100 7090 70504 00 Payment Of Principal - Town	1,257,206.00	0.00	470,000.00	787,206.00	37.38
1100 7090 70505 00 Payment Of Interest - Town	345,253.00	1,717.28	172,314.78	172,938.22	49.91
1100 7090 70507 00 School - Interest	0.00	0.00	64,310.31	(64,310.31)	0.00
Debt Service Expenses	1,602,459.00	1,717.28	706,625.09	895,833.91	44.10
1100 7092 70527 00 Incidentals And Emergencies	50,000.00	0.00	2,690.00	47,310.00	5.38
1100 7092 70530 00 Conservation Commission	2,200.00	785.00	980.00	1,220.00	44.55
1100 7092 70533 00 Eastern RI Conservation District	2,000.00	0.00	0.00	2,000.00	0.00
1100 7092 70550 00 CHAMBER OF COMMERCE	4,000.00	0.00	1,579.00	2,421.00	39.48
Other Expenses	58,200.00	785.00	5,249.00	52,951.00	9.02
Total Department Expenses	12,291,497.00	681,276.39	5,443,076.28	6,848,420.72	44.28



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: Approval of Final Plan – 2025 Jamestown Hazard
Mitigation Plan
DATE: January 14, 2025

The 2025 (2024) Jamestown Hazard Mitigation Plan was adopted by the Town Council on June 17, 2024 by resolution (attached). The state and federal process requires Town Council approval prior to the required review and approval by the Rhode Island Emergency Management Agency (RIEMA) and the Federal Emergency Management Agency (FEMA). Subsequent to Town Council approval, the plan was sent to RIEMA and FEMA where minor comments were received and appropriate changes were addressed in the plan.

FEMA approved Jamestown's 2025 Hazard Mitigation Plan on December 10, 2024. The Town, in conjunction with our Consultant Weston and Sampson have produced the final document for final approval by the Town Council. Although the June 17, 2024 Town Council adopting Resolution stated that "While content related to the Town of Jamestown may require revisions to meet the plan approval requirements, changes occurring after adoption will not require the Town of Jamestown to re-adopt any further iterations of the plan", it seemed prudent to provide the Town Council with the final for adoption.

This document was prepared with the assistance of the Jamestown Natural Hazard Mitigation Planning Committee, comprised of the Town Administrator, Fire Chief, Town Planner, Finance Director, Director of Public Works, Police Chief and Town Council President (or designee).

The Town received a grant from FEMA, which has been managed by RIEMA, for \$35,000 to update the plan from the Hazard Mitigation Grant Program (HMGP) that includes \$31,500 federal share and \$3,500 non-federal share. The non-federal share has been Town Planner hours advocated to the plan and process.

I am recommending the attached resolution be approved by the Town Council for adoption of the 2025 Jamestown Hazard Mitigation Plan.

C: Roberta Fagan, Town Clerk

Enclosure: 2025 Jamestown Hazard Mitigation Plan



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

Office of the Town Clerk CERTIFICATE

I, Roberta J. Fagan, Town Clerk of the Town of Jamestown, County of Newport, Rhode Island, having by law the custody of the seal, and the records, books, documents and papers of or appertaining to said Town, hereby certify the annexed to be true copies of papers appertaining to said Town, and on file and of record in this office:

At the regular meeting of the Jamestown Town Council held Monday, June 17, 2024, during the Public Hearing to following was approved:

1. To direct the project Consultant Weston & Sampson to finalize the JHMP for final review by RIEMA; and
2. Approval and adoption of Resolution 2024-17, a Resolution of the Town of Jamestown Adopting the 2024 Jamestown Hazard Mitigation Plan Update, and to include any modifications received under the public review period and any required by RIEMA and FEMA during their reviews to the JHMP.

In attestation whereof, I have hereunto set my hand, and have affixed the Seal of said Town, this 24th day of June, 2024

Roberta J. Fagan

Roberta J. Fagan
Town Clerk





Town of Jamestown
Resolution of the Town Council
No. 2024-17

**A RESOLUTION OF THE TOWN OF JAMESTOWN ADOPTING THE
2024 JAMESTOWN HAZARD MITIGATION PLAN UPDATE**

WHEREAS the Town Council recognizes the threat that natural hazards pose to people and property within the Town of Jamestown; and

WHEREAS the Town of Jamestown has prepared a multi-hazard mitigation plan, hereby known as the Town of Jamestown 2024 Hazard Mitigation Plan Update, in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS the Town of Jamestown 2024 Hazard Mitigation Plan Update identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Town of Jamestown from the impacts of future hazards and disasters; and

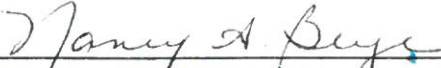
WHEREAS the Town Council authorizes Departments to execute their responsibilities demonstrated in the 2024 Hazard Mitigation Plan Update; and

WHEREAS adoption by the Town Council demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Town of Jamestown 2024 Jamestown Hazard Mitigation Plan Update; now therefore be it Resolved:

NOW THEREFORE BE IT RESOLVED that in accordance with the charter and bylaws of the Town of Jamestown, the Town Council adopts the 2024 Jamestown 2024 Hazard Mitigation Plan Update. While content related to the Town of Jamestown may require revisions to meet the plan approval requirements, changes occurring after adoption will not require the Town of Jamestown to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

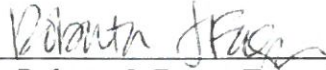
This resolution shall take effect immediately upon passage.

By Order of the Jamestown Town Council,



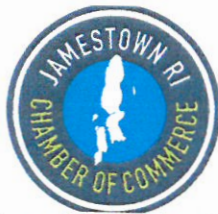
Nancy A. Beye, President

IN WITNESS WHEREOF, I hereby attach my hand and the
Official seal of the Town of Jamestown this 17th day of June, 2024.



Roberta J. Fagan, Town Clerk





The Jamestown Chamber of Commerce
PO Box 35, Jamestown, RI 02835
(401) 423-3650 , info@jamestownrichamber.com

Jamestown Town Council
93 Narragansett Avenue
Jamestown, Ri. 02835

January 5, 2025

Dear Councilors:

On behalf of the Board of Directors of the Jamestown Chamber of Commerce we are submitting a request of continued funding to help our ongoing efforts in supporting the local business community. For the 2025-26 fiscal year, the Chamber is requesting \$6,000. Every two years the Chamber works in conjunction with the Jamestown Press in printing maps for the public. In 2023, the maps cost over \$2600. An increase in printing costs is expected this year. These maps are essential to promoting Jamestown as a tourist and visitor destination. We also advertise in various state and regional publications to promote our efforts. Town funding truly helps us continue the mission of the Chamber to support local business. The cost of the maps this year will impact our budget significantly and for this reason we are requesting an increase from last year.

The Chamber values the town's support in past years and looks forward to continued partnership to improve the Jamestown business climate in 2025. We appreciate your consideration to support our ongoing efforts to continue to strengthen our local business community.

If you have any further questions, please do not hesitate to reach out to the Chamber.

Respectfully,

Joan C. Goldstein
Executive Director
Jamestown Chamber of Commerce

cc. Edward Mello, Town Administrator

Roberta Fagan

From: Edward Mello
Sent: Tuesday, January 7, 2025 2:28 PM
To: Roberta Fagan
Subject: FW: 2024 end of year CISF reports
Attachments: Programs Report, 2024.pdf; 2024 Camp Report.pdf; 2024 Free Sailing Report.pdf

Roberta
Please include on the next TC meeting as a communication.

Thank you

Ed

From: Meg Myles <cisfsailing@gmail.com>
Sent: Tuesday, January 7, 2025 2:15 PM
To: Raymond DeFalco <rdefalco@jamestownri.net>; Edward Mello <emello@jamestownri.net>
Subject: 2024 end of year CISF reports

Hi!

My apologies for not getting these to you sooner. Attached are my annual reports about: our free sailing program, camp, and all other activities throughout the year. Please let me know what questions you have.

Thank you!
Meg



CISF 2024 Programs Report

CISF offers a full slate of coastal education and boating programs throughout the year. After-school programs, in-school programs, home-school programs, field trips, vacation day programs, December craft programs, small community events, outreach programs and more fill out CISF's calendar outside of the summer months.

Annually, CISF has continued to expand program offerings, deepen impact and learning, and maintain a safe and inclusive environment for all participants. This report gives more detail about fall, spring, and winter programs, events and activities.

CISF's annual schedule is as follows:

January:

- No programs - review & planning (schedule, curriculum, lessons plans, etc...)
- Staff professional development
- Program Director provides in-school learning support in Jamestown schools (21st C, K science, worm composting, Creek support with Mr. K, and more)
- Marine Trades Career Exploration Field Trip Program offered (high school)

February:

- Home-school ages 5-7 Program (Jr Nature Explorers)
- Home-school Explorations (Fridays, ages 5-16)
- Backyard Explorers after-school program offered on school grounds for grades 1-8
- Program Director provides in-school learning support in Jamestown schools
- Staff professional development
- Marine Trades Career Exploration Field Trip Program (high school)
- TIDES program (high school)

March:

- Tent goes back up mid-March
- Afterschool programs start (first five-week spring session)
- Homeschool programs start (session 1, 5-week program - JNE & Coastal Citizens, gr 3-8)
- Home-school Explorations (Fridays, ages 5-16)
- Program Director provides in-school learning support in Jamestown schools
- Marine Trades Career Exploration Field Trip Program (high school)
- TIDES program (high school)

April:

- Homeschool & afterschool programs: end of session 1, start session 2 (five-weeks through May)
- Home-school Explorations (Fridays, ages 5-16)
- April vacation day programs
- Earth Day activities – (community programming)
- Program Director provides in-school learning support in Jamestown schools
- TIDES program (high school)

May:

- Homeschool & afterschool programs: session 2
- Home-school Explorations (Fridays, ages 5-16)
- Program Director provides in-school learning support in Jamestown schools
- TIDES program (high school)
- *Island Treasurers*

**June:**

- Field Trips (on site at Ft Getty)
- Summer staff training and camp preparation
- CISF's Bay Day (community event)
- Camp starts (9 weeks)
- 8th Grade Beach Day (take students sailing)

July:

- Sea Adventure Camp
- Free Sailing Program
- Community Sailing Lessons (keelboat)
- FabNewport learning support & engagement
- Outreach engagement as requested
- Boat rentals (minimal)

August:

- Sea Adventure Camp
- Free Sailing Program
- Community Sailing Lessons (keelboat)
- FabNewport learning support & engagement
- Outreach engagement as requested
- Boat rentals (minimal)
- **4th Grade Free Sailing Program** (week before Labor Day)

September:

- After-school & homeschool programs start (first 5-week session)
- Home-school Explorations (Fridays)
- Outreach programs
- Field Trips (on site at Ft Getty)

October:

- Homeschool & afterschool programs: end of session 1, start session 2 (five-weeks through November)
- Home-school Explorations (Fridays, ages 5-16)
- Program Director provides in-school learning support in Jamestown schools
- TIDES Program (high school students)
- Outreach engagement as requested
- Marine Trades Career Exploration Field Trip Program – presentation to students + take students sailing (high school + outreach)
- Field Trips (on site at Ft Getty)

November:

- Homeschool & afterschool programs: end of session 2 just before Thanksgiving
- Home-school Explorations (Fridays, ages 5-16)
- Program Director provides in-school learning support in Jamestown schools
- TIDES Program (high school students)

December:

- Home-school Jr Nature Explorers (3 or 4-week session)
- Home-school Explorations (Fridays, ages 5-16)
- After-school craft programs at the Fort Getty fire pit
- Program Director provides in-school learning support in Jamestown schools
- TIDES Program (high school students)



- Marine Trades Career Exploration Field Trip Program (high school) – 1-2 field trips
- CISF tent comes down for the season (week before Christmas)

* School vacation days are offered throughout the school year. In 2024, 10 programs were offered on school vacation days.

After-school Programs:

Programs run in five-week sessions both in the spring and in the fall. (There are two 5-week sessions in both the spring and fall.) Fall programs begin the second week of school in September and end the week of Thanksgiving.

Spring programs start in late March and finish in the end of May.

In December we run craft and holiday celebration programs around the Fort Getty fire pit twice a week (Tuesdays and Thursdays).

Bus 3 takes up to 15 students to our afterschool programs. This is coordinated between CISF, the Jamestown Schools, and Sherri Messinger at the bus company.

Below is a list of after-school programs that were offered in 2024.

2024 After-School Programs – 27 programs delivered!:

- After-school Kayaking, Grades 5 – 8, fall session 1
- After-school Sailing, Grades 3– 8, fall session 1
- After-school Survival Skills, Grades 5-8, Fall session 2
- Backyard Explorers, Grades 1– 8, winter, spring, & fall (14 sessions offered)
- Mosaic Making, Grades 3-8, spring
- Fishing Club, Grades 5-8, fall & spring
- Nature Art, Grades 4 – 6, spring
- Naturalist Training, Grades 2 – 4, spring & fall
- Outdoor Rocks! Grades 3- 8, spring
- Intermediate Sailing, Grades 4-6, spring session 2
- K-2 Nature Exploration, spring & fall (4 sessions offered)

School Vacation Day Programs:

10 vacation day programs were offered in 2024. Approximately 150 spots were filled total (average 15 spots/program). School vacation days included:

- Spring break in April
- Indigenous People's Day (10/14)
- Election Day (11/5)
- Veteran's Day (11/11)
- Parent-teacher conferences (12/5).

Vacation Day Programs:

- Animal Tracking, Grades K-3
- Foraging & Cooking, Grades 3 – 8
- Fort Exploring, Grades 3-8
- Green Crab Collecting, Grades 1 – 8
- Green Crab Data & Cooking, Grades 1-8
- Fishing + Fire Building, Grades 4-8
- Getty Scavenger Hunt!, Grades K-1
- Engineering with Simple Machines, Grades 2 – 8
- Wreath Making, Grades 1-8



Home-school Programs Summary:

CISF has two primary homeschool groups, grades K-2 (ages 5-7) and grades 3-8. Both groups meet twice a week, with the younger group meeting in the mornings and the older group meeting in the afternoons. These programs run in five-week sessions, and again, there are two 5-week sessions in both the spring and fall. Additionally, the younger group has December and February sessions.

In 2024, CISF launched a new homeschool program for high school students – a sailing class! Seven high school homeschool students from across the state participated in the program. This program ran on Mondays for five weeks from 12-3 pm from September through October.

CISF also offers homeschool “exploration” programs. These single session (“one-off”) programs meet on Fridays from 12-3 and has a singular focus. This enables new homeschool parents and students to “try us out” and get to know us before committing to a longer program. The age range for these sessions is 5 – 16.

Program Delivered (11 programs):

- High School Sailing, grades 9-12
- Junior Nature Explorers, ages 5-7 (6 sessions)
- Coastal Citizens, grades 3-8 (4 sessions)

2024 Focuses for Coastal Citizens (grades 3-8):

- Plant Science + Marine Engineering (spring)
- Gardening + Weather Systems (spring)
- Sailing and Marine Education, fall
- Marine Engineering and Survival Skills, fall

Exploration Sessions (22 programs):

Spring:

- Animal Tracking
- Birding Hike
- Recycle Regatta STEM Challenge
- Geology
- Orienteering Crash Course
- Foraging and Fishing
- Earth Week Trash Clean-up and Audit
- All About Plants
- Sun & Shadows
- How Sailboats Work
- Kayaking Exploration

Fall:

- Salt Marsh Biodiversity
- Sailing 101
- Intro to Fishing
- Fall Gardening
- Basic Navigation
- Invasive Species
- Hike the Rocks at Getty
- Putting the Garden to Bed
- Engineering with Simple Machines
- Naturalist Skills and Illustration
- Tides and currents



Participation Numbers and Pricing:

Afterschool Programs

Our after-school programs had consistent participation in each of the five-week sessions in both fall and spring. Our programs that involve getting on the water, i.e. sailing and kayaking, always have higher participation numbers. Additionally, our programs for kids in K-4th grades tend to also have high rates of participation.

Backyard Explorers is the only program that takes place at the Jamestown Schools (outside). It continues to be a popular program.

In total, there were **more than 1,000 registrations in our after-school and homeschool programs in 2024! 65% of youth participated in more than one program; 27% participated in 5 or more programs.** Engagement in CISF programs and retention was high in 2024.

Breaking this down by season, looks like this:

Spring:

After-school Program

227 total registrations
109 'unique' participants

Homeschool Program

130 total registration
34 'unique' participants

Fall:

After-school Program

507 total registrations
148 'unique' participants

Homeschool Program

191 total registration
54 'unique' participants

Pricing: The cost for all programs went up about \$5 in 2024.

After-school programs were \$100/child on average for a five-week program that met once a week and was 1.5 hours long.

Pricing exceptions include:

- Backyard Explorers - \$60/child
- After-school sailing - \$120/child
- Vacation Day Programs - \$50/child
- December Campfire Crafts - \$20/program
- Homeschool Jr Nature Explorers (2-2.5 hours/class, 2 classes/week, 5 weeks) - \$220-\$275/child
- Homeschool Coast Citizens (2.5 hours/class, 2 classes/week, 5-weeks) (grades 3-8) - \$300/child
- Homeschool Explorations (3-hour program) - \$30/person

We continue to look at our program costs to refine our pricing. We want to ensure that our programs stay affordable for all, but as an organization, we also need to have a better balance of earned income versus fundraising. Any increased program pricing is balanced by available financial aid and scholarship availability. Currently, the majority of financial aid applicants are approved.

December Campfire Crafts & Celebrations:

December is a tricky month for programming. There is no running water and it gets VERY dark, VERY early [with daylight savings in effect]. Additionally, storms with high winds occur more frequently requiring our tent to come down with little notice. Thus, we have settled into offering after-school holiday activities twice a week around the Fort Getty firepit. The firepit helps with both light and heat and provides a festive atmosphere. (S'mores are help make it popular as well!) (Use of the fire pit is communicated with the Recreation Dept. annually.)



Tuesdays are holiday crafts and Thursdays are holiday celebrations, where we look at how other cultures celebrate in the month of December.

Participation has been tremendous this year, so much so that we added a day of craft programs to accommodate interest! There was an average of 23 children registered in each Tuesday and Thursday program. There were approximately 210 registrations in total. The programs took place over the three weeks between Thanksgiving and Christmas break.

Bussing:

The 2023 365 Municipal grant received by the Town supported both more scholarship students in CISF programs as well as bussing to Fort Getty for programs. Though the grant period is over, CISF has continued to offer scholarships to Jamestown students in need of afterschool enrichment who have also demonstrated financial need. And, thanks to a strong partnership with the school, bussing has continued to CISF programs. Bussing to our programs has enabled more students and families to participate in CISF programs.

Other Programs & Events:

In addition to after-school, homeschool program, and school vacation day programs, we continued to forge partnerships and collaborate with off-island organizations; held our annual community “Bay Day” event in June; participated in the Town Earth Day celebration; held our 4th grade free sailing program for Jamestown 4th Graders; completed our second year of a marine trades career exploration field trip program, and more.

4th Grade Free Sailing (August):

4th Grade Free Sailing for Jamestown school students was held August 26 - 30, the week before Jamestown schools started. Communication about the program is done through Melrose School because we do not have direct communication access to school families. There are always late additions to the program, and we do our best to accommodate any and all interested. We have never turned anyone away.

4th Grade Participation:

- Total # of 4th grade students in Melrose School: @ 41
- # of Students who participated: 28
- 2 groups each day, Monday through Friday: 9 am – 12 pm & 1 – 4 pm

Island Treasurers (May):

Since 2012, CISF has been participating in Lawn Avenue School’s *Island Treasurers*. (The event takes place in May each year.) It is such a great event! CISF takes 10-15 students each session (am and pm). CISF activities include sailing and exploring the marsh. We had 15 students in each group for a total of 30 students in grades 5-8

New Student Ice Cream Social (August):

Like many Jamestown groups and organizations, CISF attends the Jamestown school’s New Student Ice Cream Social. This has been a great way to meet and welcome our new students and families, and to introduce them to CISF.

Bay Day Community Event (June):

CISF hosted our second annual open house community event on June 9, from 1 – 4 pm. This free, family-friendly event features lots of outdoor activities, food, a raffle, and a great time for all to enjoy the outdoors. It is also a great opportunity for people to learn more about CISF and get out onto the water.

Two years in a row now, we have experienced rain, though this year, it was a classic New England day with three seasons in a day. The day started with vast amounts of rain that tapered as the day went on and it was significantly warmer by and sunny by 4 pm.



More than 200 people who attended this year's Bay Day event. Some came for an hour, some stayed for the afternoon. Many came on bicycles and neither car traffic nor parking was an issue.

The goal for this community event is to get people out into nature, experiencing fun, "typical" CISF activities. It is also a great time for current young participants to show their parents around one of their favorite places. Additionally, the event serves as a training opportunity for summer staff.

Thanks to sponsorship from many wonderful businesses and individual, our costs to host this event were mostly mitigated. Sponsors were as follows:

Bank Newport	Rhode Island Energy	Beech
Curiosity & Co	Discover Newport	East Ferry Deli
Grapes & Gourmet	Island Realty	Jamestown Fire Dept
Jamestown Soccer Assoc.	JB's on the Water	Lattitude
McQuade's Marketplace	Our Table	Pear Associates
RISK Strategies	Safe Harbor, JBY	Slice of Heaven
Village Hearth Bakery & Café	Dianne Grippi	Heather Ruhsam

In-kind donors:

GT3 Creative	Matt Vieira
--------------	-------------

Earth Day Community Event (April):

CISF participated in the Jamestown Conservation Commission's Earth Day event held at the Jamestown Recreation Building. CISF provided a variety of activities. We had a worms and a worm bin to inform people about the value of worms in composting; aquariums showing local sea life; and touch tanks with marine creatures for people to touch and hold.

Fright Night (October):

CISF participates in the Jamestown Recreation Department's Fright Night from our location. CISF staff LOVE Halloween and go all out to theme and decorate our site.

The Great Getty Hunt (May) (formerly the Fairy House Treasure Hunt Community Event):

In May, CISF staff organized a scavenger hunt around Fort Getty. Donated nature art and natural treasures were hidden around Fort Getty. Using clues and orienteering skills, participants searched for creations around the park. All hidden items were left in place for two weeks for those unable to attend on the day of event to participate. Almost **100 youth and their families participated.**

Parent Marsh Explorations (July and August):

CISF marine science "expert", Cam Chadronet, led two marsh explorations for parents during the summer. One was held in July and the other in August. Approximately twenty people participated in the marsh explorations in total. The purpose of these is to enable parents to get a taste of what their children are learning. Providing a place of common knowledge also helps parents to connect with their children.

A memorable moment of the explorations was Cam stuffing his shorts' pocket with invasive green crabs as they were found. To be fair, Cam did not have a bucket with him and he could not bring himself to leave the green crabs in the marsh.

Field Trips:

CISF provides field trips for schools (all grade levels), groups, and organizations. Each field trip is customized and is grade-level appropriate. Examples of field trips include but are not limited to the following:

- Marsh exploration and learning
- Pulleys & levers activities



- Sailing
- Nature Exploration & identification
- Geology
- Orienteering and mapping
- US Sailing REACH modules

In 2024, we hosted the following 7 field trips:

- Melrose School – 1st grade, sailing, marsh, & “5 senses hike” (32 students)
- Melrose School – 4th grade, sailing, marsh, & “5 senses hike” (39 students)
- MET School Newport – sailing and marsh exploration (15 high school students)
- Monsignor Clarke School – 4th grade: ecosystems and adaptations (20 students)
- South County Montessori School – twice, both focusing on marsh exploration (44 K-2 grade students)
- URI Coastal Resources Center – took staff sailing (10 people)

Collaborations:

We continued to collaborate with off-island organizations to provide boating and coastal education opportunities. Collaborations were as follows:

- **FabNewport** - CISF continues to be a part of their ecosystem of learning. We hosted Fab Newport youth in the spring and fall on multiple occasions in the spring and fall. Activities included sailing, kayaking, marsh exploration, nature education, leadership training, and hiking/exploring Fort Getty. Additionally, we hosted 10-15 Fab Newport students each week for six weeks in the summer. **We worked with approximately 80-100 FabNewport youth in 2024.**
- **MEO** or Movement Education Outdoors is a small non-profit organization focused on environmental access and justice. One of their focuses is getting youth of color outdoors and into nature. MEO works with a variety of organizations like Sankofa in Newport, SquashBusters and more. We hosted a MEO group to go kayaking in May. We also partnered with MEO to run a marine trades career exploration program for a group of MEO and Squashbuster students over the February vacation week. We worked with approximately **26 youth** through our collaborations with MEO.
- **URI GSO Shark Camp Week** - URI GSO hosts high school students from Providence for a week in July to learn about sharks, tag sharks, learn about college opportunities, and spend time on the URI campus. CISF supported this program by taking these students sailing as well as providing them with dinner afterwards. There were approximately **18 youth** this year who participated. (*GSO Program participation was lower this year despite a record number of applications.)
- **Squashbusters** – We were introduced to this group thanks to MEO. Ten high school youth from Squashbusters participated in our marine trades program in February. In June, the group attended our Bay Day event, and in August, we took a group kayaking. About 20 youth participated in one or more of the activities with us.
- **Youth In Action** is a Providence-based group who provide “transformative youth leadership programming”. CISF connected to YIA through a grant funder. We took their group kayaking in the summer. **10 people ages 16-20** participated.



- **YouthBuild Providence** is a Providence-based charter school. CISF has partnered with Youth Build since fall, 2022, offering YouthBuild students a chance to learn about careers in the Marine Trades sector of the economy. Students participate in field trips to a variety of marine trade businesses from December through March. CISF also takes students sailing on multiple occasions. Approximately **11 students** participated in the field trips with another **20** who just came sailing with us. (Over 30 students in total)
- **Boys and Girls Club (Newport)** – 5th and 6th grade students from the Boys and Girls club participated in marsh exploration and a hike at Fort Getty during a school vacation day. **Approximately 18 youth participated**
- **MET School Newport** – CISF hosted our first-ever intern! Brady is a student at the MET school and is passionate about the marine environment. Brady was shuttled to Fort Getty and partnered with a CISF educator one day a week in the spring of 2024! (Brady is with us again this school year.)
- **MET School Providence** – A MET school Providence student was introduced to sailing and the ocean thanks to the Oliver Hazard Perry. On board, she learned new skills and trades related to the marine sector of Rhode Island’s economy. She wanted to expose her classmates to this world as well, so we collaborated with her and her teacher-advisor to have students come to Fort Getty. We took them sailing and discussed careers in the marine trades. 10 high school students participated.
- **Teach the World** – Thanks to CISF Board member, Jess Wurzbacher, CISF homeschool students AND YouthBuild Providence were able to connect via zoom with a research ship off of Greenland. Students spoke with the captain, crew and scientists and they completed their marine science. CISF homeschool students asked heavy hitting questions right off the bat, like “Why isn’t the ship nuclear powered?” And, as expected, the zoom ended when there was a whale sighting and Teach the World scientists tried to take their computer outside to show all of us, but the connection was lost. About 15 students participated plus two other schools in different states.
- **SouthCoast Wind and US Sailing:** Thanks to US Sailing, we were connected to SouthCoast wind. Aside from building wind farms, one of their main goals is educating youth about wind energy. SouthCoast visited CISF on a few occasions to deliver an engaging program about wind energy. They had students do a great hands-on project building their own floating wind energy platforms!

Miscellaneous Activities:

- **Hosted Congressman Gabe Amo:** In August, CISF was thrilled to receive Congressman Gabe Amo on site. He toured our area at Fort Getty to learn about what we do and he observed our Free Sailing program in action.
- **Hosted a URI graduate student who presented her seaweed research** to Sea Adventure Camp campers as well as Free Sailing participants, and Congressman Amo.



- **Hosted a US Sailing Level 1 Sailing Instructor** course: Almost all full-time Sea Adventure Camp staff are now US Sailing Level 1 certified. This is an important certification for teaching sailing. The course took place over three days, using CISF boats and equipment.
- **TP 52 Super Series:** 23 CISF homeschool students got a tour of a TP 52 racing boat at the Newport Shipyard in June. Following the tour, students and organizers from the TP 52 class headed to Fort Getty for lunch and to pick up marine debris. The TP 52 class held sessions for youth similar to this one at every race location that they had around the world. The TP 52 Class is very focused on sustainability and this “activation” is a part of their mission.
- **The University of Rhode Island** invited Program Director, Haley Barber, to come teach students in a Place-based Education class for a morning. Haley taught students about how to teach youth in an outdoor setting. She discussed games, activities, tricks and methods that she employs, her general philosophy about nature-based learning, and the importance of encouraging curiosity. More than **40 URI students were taught by Haley.**

Green Crabs Study:

CISF’s marine biologist, Cam Chadronet, led a study about green crabs over the course of the summer. (Cam is a senior at URI who will be graduating with a degree in marine biology in May 2025.) Cam utilized his educational resources at URI to fine-tune the study throughout the summer. The study was to try to understand the degree to which the invasive green crab has infiltrated the marsh at Fort Getty, and then to kill those found. Cam was methodical, noting size, color, sex, and more as green crabs were plucked from the marsh by the hundreds.

Crabs were killed as humanely as possible by puncturing a nerve center, killing them instantly. Male green crab remains were returned to the marsh to feed other species. Female remains could not be returned to the marsh in case the female was pregnant (& the egg sac was not visible) - there is concern that the egg sacs can survive without the mother. (The female remains fed hydrangeas at Cam’s home....)

In total, 1,168 green crabs were removed from the marsh over an eight-week period.

We plan to continue the green crab study in 2025.

In-School Support:

CISF continued to provide in-school learning support and experiential education in the Jamestown Schools. Program Director, Haley Barber, meets with Jamestown teachers and administrators to provide needed support as it relates to our mission. Haley supported the following in 2024:

- Kindergarten Science, 34 students
- 1st Grade, 21st Century support and STEM building, 32 students
- 2nd Grade, 21st Century support (with Mrs. Connelly), 45 students
- 2nd Grade, Build A Boat, 22 students
- 3rd Grade, 21st Century support (with Mrs. Connelly), 33 students
- 4th Grade, 21st Century support (with Mrs. Connelly), 35 students
- K-4, Worm Wednesday’s, 66 students
- 6th Grade, ROV testing at Lawn School, 45 students
- 6th Grade, creek study + field trip to Richmond to release classroom-grown salmon, 45 of students
- 8th Grade, Creek Support throughout the school year, 36 students
- 8th Grade, Beach Day - Sailing, 36 students
- Teacher Professional Development – tips, tricks, and ideas for teaching outside



Fishing - Added in 2023:

In spring 2023, CISF staff participated in DEM training to learn about fishing. One of our staff has truly embraced fishing and facilitated adding fishing to all of our programs. In 2024 we added a dedicated after-school fishing program. CISF owns a plethora of fishing rods and equipment.

Lobster Traps:

One of our excellent staff got the necessary licenses and equipment to deploy lobster traps this year! Traps were deployed in the summer and used for educational purposes. Staff plan to use time in January (2025) to flesh out more curriculum around this new activity.

Staff Professional Development:

CISF staff participated in a variety of professional development in 2024.

- US Sailing NSPS Conference, February
- Regional conference hosted by New Bedford YC and lead by Zim Sailing
- van Beuren Charitable Foundation one day conference
- ACA Camp membership half-day conference initiated by van Beuren Charitable Foundation and hosted by Norman Bird Sanctuary
- US Sailing Level 1 certification
- First aid/CPR training

Ocean State Citizens (OSC) Program:

OSC is a combination in-school and field trip program for grades 6, 7, 8 that focuses on a specific subject for each grade through the lens of climate change. The focuses for each grade level are as follows:

- Grade 6: Biodiversity
- Grade 7: Watersheds
- Grade 8: Sailing

This program is an outreach program that we launched in 2024 with a few schools. Sophia Academy was the biggest success thus far. Program Director, Haley Barber had three visits with Sophia Academy students last spring and an additional one in the fall. Haley developed a matching game as a way to test knowledge retention that proved to be both fun and successful as measuring program impact.

TIDES:

TIDES – Teens Investigating Diverse Experiences at Sea, is a program that targets students who are struggling in school, may lack academic interest, and/or need a place that gives them a sense of belonging. This program launched in spring 2024 and continued through the fall. It is open to Jamestown students in both North Kingstown and Narragansett Schools. Students meet at Fort Getty once a week with a member of the CISF staff. They do a variety of activities at Fort Getty including sailing, kayaking, fishing, hiking, exploring the marsh, and more. Ultimately the goal is to expose these students to marine-related careers through hands-on experiences via field trips to a variety of businesses.

Birthday Parties:

In the past we have hosted a child's birthday party every once in a while. In 2024, we hosted four! These parties are generally 2-3 hours with anywhere from 10-20 children. Parties are nature and marine-themed. We provide space and activities for the party that are run by our amazing staff. Approximately 90 kids attended birthday parties hosted by CISF.

CISF Details:

Staff – CISF are a mighty staff of four full-time employees. Three of four are educators. Our educators are great with children of all ages. They are smart, funny, engaging, love to learn and to share their passions. We are beyond fortunate to have them involved in our organization. We also have several



part-time staff: a bookkeeper, a website administrator, a social media person, and a development associate.

Tent – Our tent is put up mid-March and comes down at the end of December. Our tent is rated to 60 mph so we are vigilant at watching the weather forecasts.

Heated Trailer – At the end of 2022, we added a new, large trailer that is heated and provides a much-needed indoor classroom space, an office and even a storage closet! This trailer has enabled us to do more, including running programs that extend our season on both ends (spring and fall); deepening learning by providing access to materials like microscopes that are usually buried in boxes somewhere in a trailer, and even adding small aquariums! Recently, we just added a small patio outside of this trailer with pavers that were generously donated.

Finances – CISF programs are priced to be affordable. All CISF programs are underwritten by CISF to a degree. For those who cannot afford to participate, scholarships are available. Fundraising continues to be a critical part of our success and future.

Scholarships – There were 208 scholarships awarded for camp, homeschool, afterschool, vacation day, and other programs in 2024 with a monetary value exceeding \$27,000.

Summary:

As always, writing this report provides a wonderful reflection point to see all that was accomplished in a year! Getting our community on the water and engaged in coastal education, hands-on programs is what drives us. Enabling positive experiences in nature is not only incredibly important to us as an organization, but to the health of our oceans. Creating the next generation of environmental and ocean stewards would not be possible without the support of the Town, our Board, our donors, and grant funders. **THANK YOU** for believing in and supporting our mission of inspiring and engaging people of all ages, backgrounds, and abilities with the coastal environment through boating and education.



2024 Free Sailing Program Report

CISF's Free Community Sailing Program took 400 people sailing this summer!

CISF's Free Sailing program is open to all (ages 5-105), and was held from July 10 – August 14 (six weeks) from 4:30-6:30 pm. Free Sailing is CISF's longest running program, and **2024 completes the eighteenth year of the program!**

This summer we had our first sponsor of the program - Lila Delman Compass! Representatives from Lila Delman Compass were on site weekly during Free Sailing to speak with participants. They also provided fun giveaways. CISF provides a great deal of free programming each year. Program sponsors like Lila Delman Compass are critical to the success of CISF fulfilling our mission of engaging and inspiring people of all ages, abilities, and backgrounds with the coastal environment through boating and education.

The 2024 Free Sailing Program had more single-week participants than ever before! Typically, there can be 35-40% "repeat" participants, but that was not the case this summer. The "repeat" rate was closer to 10-15% so more people than ever got on the water and came sailing with us.

Participation numbers each week were as follows:

- July 10: 5 boats, 45 participants
- July 17: 6 boats, 79 participants
- July 31: 5 boats, 66 participants
- August 5: 5 boats, 65 participants
- August 7: 5 boats, 44 participants
- August 14: 6 boats, 101 participants

This uptick in participation for the last week happens annually and is likely due to both the arrival of military families in August, as well as people coming because it is the last one of the season.

The same basic format has been used throughout the years and safety remains our primary concern. All participants are required to wear a life jacket, and life jackets are supplied. There is an instructor on board each boat and a landside coordinator. The landside coordinator greets participants, ensures waivers are signed, organizes sailing times and groups, and ensures life jackets are fit properly. There is a motorboat on standby for safety purposes and each instructor has a VHF radio to keep in contact with the shore person in charge. The goals of this free program are to give people an opportunity to experience sailing; to teach some basic sailing skills; and to provide an opportunity for people of all ages to connect with nature and the coastal environment. The free, community program provides a safe, hands-on, opportunity to people of all ages, abilities, and backgrounds.

Each week 5-6 of our Hobie Wave catamarans are used to take people sailing. Instructors teach people as they sail. Typically, participants steer the boats and handle the sails by the end of their session that evening. Oftentimes, Sea Adventure Camp participants sail the boat with their parents on board to demonstrate what they have learned. Target times for sailing sessions are a minimum of twenty minutes per group. If it is not too busy, sail times are longer.

CISF's Free Sailing program is one of the cornerstones of our mission to both provide and promote coastal access, education, and boating to people of all ages, abilities and backgrounds. We look forward to 2025, our nineteenth year of free sailing, and CISF's 25th Anniversary!



Jamestown Historical Society Report

Conanicut Battery Support in 2024 and Plans for 2025

The JHS oversees and maintains the historic features within the Town of Jamestown's Conanicut Battery Historic Park at the end of Battery Lane on the Beavertail peninsula.

Trail Maintenance:

During 2024 JHS volunteers monitored trails within the Battery on a regular basis. Several large storms resulted in tree limbs encroaching onto the trails, which were subsequently cleared by volunteers. JHS volunteers also continue to remove trash from the park whenever encountered.

Mowing and Pathway Maintenance:

Atlantic Landscaping continues to mow the fields, earthworks and grass pathways of the Battery, the cost of which is born by the Town. In 2024 Atlantic took over bi-weekly maintenance of the trail leading to the water as it was too dense for volunteers to maintain.

Upcoming Plans for 2025:

JHS plans to host "Battery Day" in 2025 enlisting volunteers from various historical military regiments to perform reenactments of Revolutionary War battlefield activity. Battery Day celebrates the construction of the Revolutionary War fort. On Battery Day, the sound of cannons reverberates across the West Passage. Costumed re-enactors recreate a Revolutionary War skirmish and musicians play patriotic music. Participants raise the flags of the three nations that occupied the fort — United States, England, and France — above the earthwork battlements.

Endowment:

In December 2021, the endowment for the park was transferred to the Rhode Island Foundation. The endowment has been under the society's care since it was instituted in 2002 with the town's help. The transfer ensures long-term external oversight of the funds and a steady stream of income for Battery maintenance. As of December 31, 2024 the latest reported value of the Battery endowment was \$98,213.71 and a total of \$4,157.00 was received by the JHS from the endowment.

Submitted by Ross Williams

On Behalf of the Jamestown Historical Society

January 1, 2025

Roberta Fagan

From: Janette Warner <warner.janette@jamestownschoools.org>
Sent: Wednesday, January 15, 2025 12:26 PM
To: Edward Mello; mglackin@jamestownri.gov; eross@jamestownri.gov; nbeye@jamestownri.gov; ebrine@jamestownri.gov; mmeagher@jamestownri.gov; Christina Collins
Cc: Roberta Fagan; David Raleigh; Jane Littlefield; Kristine Lapierre
Subject: Invitation to School Committee Budget Workshops

Good Afternoon,

For your information, here are the dates of the school committee budget sessions if you are interested and available to attend.

All are on Thursdays and will be held at the town hall.

February 6 - 5:00, Presentation of the FY26 Budget to the School Committee
February 13 - 6:00, Workshop Meeting with Budget Discussion and Possible Vote
February 27 - 6:00, Business Meeting with Budget Discussion and Possible Vote

Also, school committee agendas are accessible through the [School Committee page](#) on the district website.

Please let me know if you have any questions or need any additional information.

Best regards,

Janette

Janette Warner

Administrative Assistant to the Superintendent

Jamestown School Department

401-423-7020 x103

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**RESOLUTION IN SUPPORT OF FULL FUNDING OF
CATEGORICAL TRANSPORTATION AID
AS OUTLINED IN RIGL § 16-7.2-6**

WHEREAS: the Chariho Regional School District Committee passed a Resolution in support of full funding of Categorical Transportation Aid as outlined in RIGL §16-7.2-6, dated December 17, 2024; and

WHEREAS: Chariho is a regional school district serving the Towns of Charlestown, Richmond, and Hopkinton, which each contribute tax payments to Chariho; and

WHEREAS: State funding obligations for regional school districts have been reduced, including fund payments to Chariho, which has been left to member communities' taxpayers to make up for the shortfalls; and

WHEREAS: Chariho is faced with the horrible choices of whether to fully absorb the funding shortfalls, request more taxpayer contributions from member communities and/or reduce student programming; and

WHEREAS: It is vital that students at Chariho be provided with high-quality public education without overburdening member community taxpayers.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Charlestown hereby requests that the General Assembly fully fund the Transportation Categorical Funds between state and regional school districts pursuant to the relevant requirements of RIGL 16-7.2-6(e); and

BE IT FURTHER RESOLVED that the Town Clerk is hereby authorized to provide a copy of this resolution to the Town of Charlestown's representatives in the R.I. General Assembly, all regional school districts, and the 38 cities and towns.

The RESOLUTION shall take effect upon passage.

By resolution of the Charlestown Town Council at a meeting held on January 13, 2025.

Amy Rose Weinreich, CMC
Amy Rose Weinreich, CMC Town Clerk

