

**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,

  
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Joan Rich, Harbor Clerk