



**Jamestown Harbor Commission Meeting
Wednesday, February 12, 2025 at 5:00 p.m.
Jamestown Town Hall
93 Narragansett Avenue, Jamestown, RI 02835**

AGENDA

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>

- I. Call to Order and Roll Call
- II. Approval of Meeting Minutes – Review, discussion, and/or potential action and/or vote;
 - A. January 8, 2025
- III. Executive Director’s Report – J. Heagney
 - A. Harbor Plan and Ordinance Update
 - B. Save the Bay Swim 2025
- IV. Harbormaster’s Report – B. Totten
- V. Year-to-Date Financial Report
- VI. Sub-Committee Reports
 - A. Budget – S. Romano and T. Alexander – Review, discussion, and/or potential action and/or vote;
 - B. Facilities – J. Archibald – Review, discussion, and/or potential action and/or vote;
 - C. Gould Island Restoration – M. Campbell, and B. Laman – Review, discussion, and/or potential action and/or vote;
- VII. Liaison Reports
 - A. Conservation Commission – B. Laman – Review, discussion, and/or potential action and/or vote;
 - B. Town Council – Review, discussion, and/or potential action and/or vote;
- VIII. Old Business
 - A. Discounted Kayak/Dinghy Rack Permits for Mooring Permit Holders – Review, discussion, and/or potential action and/or vote;
- IX. Correspondence – None at this time

- X. New Business
 - A. Nomination and Selection of New Harbor Commission Chairperson – Review, discussion, and/or potential action and/or vote;
 - B. Nomination and Selection of New Harbor Commission Vice-Chairperson – Review, discussion, and/or potential action and/or vote;
 - C. Requiring Commercial Mooring Operators to provide proof of insurance to the Town of Jamestown – Review, discussion, and/or potential action and/or vote;

- XI. Open Forum
 - A. Scheduled Requests to Address – None scheduled at this time;
 - B. Non-Scheduled Requests to Address

- XII. Adjournment

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

ALL NOTE: If communications assistance or other accommodations are needed 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 February 7, 2025.

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

APPROVED:

A meeting of the Jamestown Harbor Commission (JHC) was held on Wednesday, January 8, 2025 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 5:00 p.m.

Present:

Wayne Banks, Chairman
Tom Alexander, Vice-Chairman
Sue Romano, Commissioner
Mark Campbell, Commissioner
Jim Archibald, Commissioner

Absent:

Jessica McCarthy, Commissioner
Bob Laman, 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. November 13, 2024

Chairman Banks made a motion to approve the minutes of the meeting of November, 13, 2024 and Commissioner Romano seconded. There was no discussion. So voted: Chairman Banks, aye; Vice-Chairman Alexander, aye; Commissioner Romano, aye; Commissioner Campbell, aye; Commissioner Archibald, aye. The motion passed.

B. December 11, 2024

Chairman Banks made a motion to approve the minutes of the meeting of December 11, 2024 and Commissioner Campbell seconded. There was no discussion. So voted: Chairman Banks, aye; Vice Chairman Alexander, aye; Commissioner Romano, aye; Commissioner Campbell, aye; Commissioner Archibald, aye. The motion passed.

III. Executive Director's Report – J. Heagney

A. Dutch Harbor Status – Executive Director Heagney stated all of the boats are now out of Dutch Harbor and the docks have been removed. Mike Gray and his crew will be working on the bulkhead at Dutch Harbor early in the spring. Commissioner Campbell asked if the railway at TPG Dutch Harbor marina has been fixed, and it has.

B. Kayak Racks – The kayak/dinghy/paddleboard racks have been checked and there are two kayaks left on the rack at Maple Avenue and one at Head's Beach. Notices have been sent to the holdouts. There was some discussion.

C. Harbor Plan and Ordinance Update – Executive Director Heagney met with Town Administrator Mello regarding the proposed changes to the Harbor Management Plan. Mr. Mello had some suggestions and proposals, and the final copy is nearing completion. There was some discussion about which version of the Plan is being used for the revisions, and the time spent by Vice-Chairman Alexander and Commission Campbell on the revisions. Executive Director Heagney is also working on the updated Ordinance, but his focus is on getting the Plan submitted and approved for the 2025 season. There was discussion regarding public input into the Plan.

IV. Harbormaster's Report

Harbormaster Totten stated that the leak in the pontoon of the older harbormaster boat has been repaired, and both boats have now been winterized and shrinkwrapped. The shrinkwrap was supplied by a local company and can be recycled when it is removed in the spring. Chairman Banks asked Mr. Totten about the status of a procedures manual for the assistant harbormasters and interns, that he had mentioned a few meetings ago. Mr. Totten stated he is going to work on it over the winter and have it ready at the beginning of the season.

V. Year-to-Date Financial Report

Commissioner Romano had nothing to report.

VI. Sub-Committee Reports

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

Commissioner Romano stated that the budget for FY 26 has been sent to the Town Council, and she would like to defer discussion on the impact of a potential discount of beach permit fees to that item under New Business.

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

Commissioner Archibald discussed the work that needs to be done at West Ferry on the bulkhead and filling the sinkholes that have appeared. Executive Director Heagney stated that there were two instances of sinkholes reappearing this past summer and fall at the end of the pier. The Public Works crew repaired the holes the day after their appearance. The area where the sinkholes have appeared is now covered by the floating docks that are out of the water.

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

There was nothing new to report.

VII. Liaison Reports

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

Commissioner Laman was absent.

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

Town Council President Nancy Beye was at the meeting and she stated that the Town Council has not yet appointed a liaison to the Harbor Commission.

VIII. Old Business

There was no old business to discuss.

IX. Correspondence

There was no correspondence.

X. New Business

A. Discounted Kayak/Dinghy Rack Permits for Mooring Permit Holders – Review, discussion, and/or potential action and/or vote;

Commissioner Romano made a motion to discuss the new business and was seconded by Vice-Chairman Alexander. Chairman Banks stated he had a mooring at Park Dock for six years and for three years he paid to keep his dinghy on the beach and for three years he didn't, because no one else was paying to keep their dinghy on the beach. He appreciated the new rack at Park Dock because people no longer have to wade through poison ivy or step in waste to get to their dinghy. Commissioner Romano stated that a resident, Michael Pinksaw, brought up at a prior meeting that people who pay for a mooring should not necessarily have to pay for the dinghy dock as well, because no one really had a say in the matter of installing a rack at Park Dock. There was discussion about if rules are changed for one rack, that change should apply for all the racks. What would the financial impact be? Approximately 35 people use a kayak or dinghy to get to their mooring from the racks around town. There was discussion about revenue from the racks, the number of permits issued, and the projected revenue for FY 26 from the racks.

Michael Pinksaw of East Shore Road, addressed the Commission and stated when he first obtained a mooring at Park Dock, he called the Harbor Office to find out how to obtain a beach permit for the location, and was told that the Harbor Office does not issue beach permits at Park Dock, and now he is being told he has to purchase a permit to keep his dinghy on the newly installed rack. There was some discussion, including about use of the rack by fishermen and their families, and possibly relocating the rack north. There was also discussion about weed-whacking the vegetation around the rack and more discussion about potential loss of revenue. Chairman Banks stated the options seem to be to leave the permit fee as is, give a

discount to mooring holders who use their beach permitted vessel to get out to their mooring, or to give a free permit to mooring holders who use their beach permitted vessel to get out to their mooring. A 50% discount would mean a loss of approximately \$1,200 in revenue. Chairman Banks amended his original motion to be to give beach permit holders who use their vessel to get to their mooring a 50% discount on the beach permit fee and it was seconded by Vice-Chairman Alexander. There was more discussion. So voted: Chairman Banks, aye; Vice-Chairman Alexander, aye; Commissioner Romano, aye; Commissioner Campbell, aye; Commissioner Archibald, aye. The motion passed.

XI. Open Forum

A. Scheduled Requests to Address – None at this time;

B. Non-Scheduled Requests to Address

Commissioner Romano asked about the letter submitted last month by Marian Falla regarding insurance requirements and Executive Director Heagney stated she had contacted him and it will be put on the agenda for next month's meeting.

There being no further business, the meeting was adjourned at 5:51 p.m.

Attest,

Joan Rich, Harbor Clerk

Joan Rich

From: marian falla
Sent: Thursday, November 28, 2024 1:07 PM
To: Joan Rich
Subject: Newport TC decision on mooring insurance
Attachments: Newport Council Approves Insurance Requirement for Commercial Moorings.pdf

Hi Joan, good afternoon.

Please share this article with the HC and maybe place this topic on the agenda for discussion.

Thanks in advance and for your service

Marian Falla

Jamestown RI

<https://www.newportthisweek.com/articles/newport-council-approves-insurance-requirement-for-commercial-moorings/>

Newport Council Approves Insurance Requirement for Commercial Moorings

*By Newport This Week Staff
on November 27, 2024*

By Philip Cozzolino

Beginning in 2026, all businesses utilizing a city mooring in Newport Harbor will be required to carry liability insurance.

The second reading of the ordinance change requiring insurance for commercial moorings was unanimously approved by the city council on Nov. 13. Under the new ordinance, proof of insurance must be provided to the city annually during the permit renewal process and liability limits must be a minimum of \$1 million per occurrence and \$2 million aggregate.

With permit renewals due on Nov. 14, harbormaster Stephen Land said the city wanted to give enough time for businesses to familiarize themselves with and adjust to the change.

"They can shop around; the insurance is cheap," he said. "They can add it on to other business insurance they may have as well, but there's still a whole season where they can technically operate without insurance."

The requirement will take effect for the 2026 season. Renewals are due next November. By that time, businesses will need to provide proof of insurance along with their annual permit renewal application. No proof of insurance is required for 2025 mooring rentals, the renewal process for which is happening now.

Additionally, the council unanimously approved a string of expenditures related to infrastructure repairs, vehicles and more. A \$42,000 contract was awarded to Structural Preservation Systems of Connecticut to "repaint" a brick wall above the gymnasium roof at Innovate Newport, and \$190,000 was approved for A&M Sheet Metal and Roofing of Riverside to replace three lower roofs on the Martin Recreation Center. Water penetration and failure of the rubber roof system caused damage to the roofs.

The work at the Recreation Center includes replacement of the flat roof system over the locker rooms, hallway and office space, with new insulation and rubber membrane.

"The rubber membrane over the office space has failed and shrunk, causing it to pull away from the building, allowing water to enter the structure," said City Manager Colin Kennedy in a memo to the council. "The locker room and connecting hallway roofs have come to their end of useful lives, requiring replacement before any major problems arise."

The roof of the gymnasium will also need to be replaced, according to the city, though further funding is required, and the replacement is not yet being pursued.

A tracked atrium lift was purchased from All Access Equipment of Massachusetts for \$121,000. The lift will be used by various departments to complete maintenance on buildings, mechanical systems and landscapes.

The city will also pay \$62,500 to VHB of Providence for grant support to allow the city to seek federal infrastructure grant funding. The city said the on-call contract with VHB will only be utilized "if specific grant programs present favorable eligibility requirements for the city to advance capital infrastructure projects."

The city is hoping to secure such federal funding through a Rebuilding American Infrastructure with Sustainability and Equity (RISE) grant to assist with the reconstruction of Bellevue Avenue.

The city's recent spending also extends to the Utilities Department. An additional \$15,000 will be expended out of the city's water fund capital account for phragmites control and herbicide application at Easton's Pond over a three-year period. The contract was awarded to The Pond and Lake Connection of Connecticut.

Hoping to curb flooding in the North End, the council also committed \$1.2 million from the water pollution control division's capital improvement program for a matching share of a federal resilience grant program. If the city is successful in applying for the grant, the funding will allow the city to improve drainage in the North End and advance equity in the neighborhood's flood mitigation and climate-resilient infrastructure.

"The proposed project will increase the resiliency and capability of the city's stormwater infrastructure and will have direct benefits for residents and businesses," said Kennedy. "The drainage infrastructure improvements align with [the North End Urban Plan]."

The improvements were proposed by Jacobs Engineering, a consultant hired by the city to study flooding in the North End. Jacobs has been working with North End residents, who have reported "repetitive loss and fear for their safety" over flooding, according to the city.

In other matters:

A resolution authorizing the mayor to sign a settlement agreement between the city and parties related to the appeals of Salve Regina University's planned construction of dormitories was unanimously approved. Under the settlement, the university and objecting neighbors have agreed to allowing Salve to build one dormitory, among other provisions.

The council received the resignation of Dennis Bristow from the Tree and Open Space Commission. The city is hoping to fill vacancies on multiple boards and commissions,

including the Affinnative Action Commission, the Historic District Commission, the Beach Commission and the Tree and Open Space Commission.

The Juneteenth National Freedom Day (June 19) and Veterans Day (Nov. 11) holidays were codified into local ordinances.