



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, February 24, 2025
6:00 P.M.

THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.

THIS MEETING WILL BE LIVE STREAMED: To view the meeting with no interaction:
<https://jamestownri.gov/how-do-i/watch-live-streamed-town-meetings>

The public is welcome to participate in 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 Council no less than seven day 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 is at the discretion of the Council.

Attachments for items on this meeting agenda are available to the public on the Town website at:
<https://jamestownri.gov/town-government/town-council/town-council-meetings-minutes/2025-meetings-minutes>

I. ROLL CALL

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

III. JOINT TOWN COUNCIL AND SENIOR SERVICE COMMITTEE WORK

SESSION 6:00 P.M.

- A) Roll Call- Senior Service Committee
- B) Discussion regarding the possible renovation and/or reconstruction of the Senior Service Center (SSC) at 6 West Street.
- C) ADJOURNMENT of the Joint Town Council and Senior Service Committee Work Session.

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

- A) Open Forum – Water & Sewer Matters
Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibit the Town Council from discussing, considering, or acting on any topic, statement, or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.
- 1) Scheduled request to address – None.
 - 2) Non-scheduled request to address.
- B) Report of Town Officials: Review, Discussion, and/or Action and/or Vote:
- 1) Pumping Report
 - 2) Town Project Reports
 - a) Town Wells
 - b) Water Treatment Plant
 - c) Transfer Pumping/Reservoir
 - d) Distribution System
 - e) Wastewater Treatment Facility
- C) New Business: Review, Discussion, and/or Action and/or Vote:
- 1) Resolution of the Board of Water and Sewer Commissioners Encumbering The Reserve For Sewer Facilities And Services Funded By Sewer Service Charges For Payment Of Engineering Expenses And Award Of Contracts, No. 2025-03.
- D) 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) January 21, 2025 (regular meeting)
 - 2) Finance Director’s Report: Water and Sewer Comparison Budget to Actuals as of January 31, 2025.
 - 3) At the recommendation of Public Works Director Michael Gray approval of the agreement for Engineering Services by and between the Town of Jamestown, Rhode Island, and Weston & Sampson Engineering, Inc. for the 2024 Sewer Investigation for an amount not to exceed \$228,000. The funding source is reserve funds being held from the collection of Sewer flat fee and usage fees, Resolution No. 2023-13 and Resolution 2025-03.
 - a) Wastewater Treatment Facility and Sanitary Sewage Pump Station evaluation, and final report dated September 2024.

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

V. OPEN FORUM

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

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

- A) No items at this time.

VII. PUBLIC HEARINGS, LICENSES, AND PERMITS

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

- A) Public Hearings: 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-25-4) has been received under said Act for a one-day license on February 28, 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 3 of 12 licenses per calendar year issued per RIGL§3-7-14)

VIII. 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) Jamestown Recreation Department and the Jamestown Chamber of Commerce to host a Summer Job Fair in April.
 - 2) Rhode Island Department of Transportation (RIDOT) updates:
 - a) Protect Grant to study environmental and engineering options for Beavertail Road at Mackerel Cove.
 - b) North Road at Zeek’s Creek project options.
 - 3) Bond Options package for Town Council information and discussion (unfinished business).
 - 4) East Ferry Update.
 - 5) Audio/Video improvements in the Town Council Chambers.
 - 6) Revaluation notices and review process information.
 - 7) LEARN 365 Grant award from the Rhode Island Department of Education (RIDE).

IX. UNFINISHED BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Discussion and consideration of staff-proposed projects requiring potential bond initiatives:
 - 1) Memorandum from Town Administrator Mello to the Town Council regarding Bond Options:
 - a) Project 1: Senior Repair Project \$ 885,000
 - b) Project 2: Fort Getty Improvements \$ 930,000
 - c) Project 3: Town Buildings/Facilities Maintenance \$1,618,000
 - d) Project 4: Department of Public Works Equipment \$ 950,000

- B) Review, Discussion, and/or Action and/or Vote: At the request of Vice President Brine discussion and consideration of a proposed Jamestown Recreation Bond:
 - 1) Memorandum from Vice President Brine regarding potential bond(s) for investment into Eldred Field, Lawn Avenue School gymnasium, and bike/pedestrian paths.

- C) Review, Discussion, and/or Action and/or Vote: At the request of Councilor Meagher discussion and consideration of a Bond to increase funding to the Affordable Housing Trust Fund:
 - 1) Memorandum from the Affordable Housing Committee requesting increased investment into the Affordable Housing Trust Fund at a minimum of \$250,000 annually.

X. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: At Vice President Brine's request, discuss and/or action regarding the municipal tax levy 4% cap and the waiver process under R.I. Gen. Laws § 44-5-2.

- B) Review, Discussion, and/or Action and/or Vote: At Vice President Brine's request, discuss and/or action to schedule a community workshop to determine the future use of Fort Getty.

- C) Review, Discussion, and/or Action and/or Vote: At Vice President Brine's request reinstatement of the Bike Path Ad Hoc Committee:
 - 1) Draft charge
 - 2) Resolution 2025-04, Reinstate Bike Path Ad Hoc Committee

- D) Review, Discussion, and/or Action and/or Vote: At Vice President Brine's request the establishment of the Eldred Field Ad Hoc Committee:
 - 1) Draft Charge
 - 2) Resolution 2025-05, Establishing the Eldred Field Ad Hoc Committee

- E) Review, Discussion, and/or Action and/or Vote: Establish the Tick Task Force as a standing committee of up to seven members with three-year term(s)*:
 - 1) Resolution 2025-06, Tick Task Force as a standing committee.

- F) Review, Discussion, and/or Action and/or Vote: Establish the Elections Training and Advisory Ad Hoc Committee as a full standing committee of up to seven members with three-year term(s)*:
 - 1) Resolution 2025-07, Elections Training and Advisory Committee as a standing committee.

*terms staggered so that the terms of no more than one-third (1/3) of the members of the board or commission expire each year.

XI. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) Ordinances: Discussion and Possible Action to ***Order to Advertise*** in the Jamestown Press; Notice of a Public Hearing to take place on April 7, 2025, at 6:30 p.m. for Proposed Amendments to the Zoning Code of Ordinances, regarding Section 82-601 - VI.E.(5) and Section 82-104.1. These Amendments are proposed to permit amusement arcade business and activities for all of Jamestown’s residents and visitors.
- B) Review, Discussion, and/or Action and/or Vote: Town Council Liaison position(s); review, discussion, and/or potential action and/or vote:
 - 1) Jamestown Harbor Management Commission Liaison
- C) Appointments, Vacancies, and Expiring Terms
 - 1) Board of Canvassers- One (1) unexpired six-year term Full Member Vacancy (March 2022-March 2028) and One (1) expiring six-year term Full Member Vacancy (March 2025-March 2031); interviews to be scheduled on March 3, 2025:
 - a) Jamestown Republican Town Committee
 - i) Jennifer Thran
 - b) Jamestown Democratic Town Committee
 - i) Kenneth Newman (seeking reappointment)
 - ii) Daphne Meredith
 - iii) George Newman
 - iv) John Murphy
 - v) Cynthia Raterron
 - vi) Anne Livingston
 - vii) Laura Goldstein
 - viii) Jane Gilgun
 - c) Letter of interest for appointment (not endorsed by the Republican or Democratic Town Committees)
 - i) Mary K. Brimer
 - 2) Board of Canvassers – One expiring six-year term Democratic Alternate Member vacancy (March 2025- March 2031)
 - a) Jamestown Democratic Committee
 - i) Kenneth Newman
 - ii) Laura Goldstein
 - iii) Jane Gilgun

- 3) Quonset Development, One (1) member, unexpired three-year term ending 12/31/2025; interviews to be scheduled at a later date:
 - a) Letter of Interest
 - i) Lisa Eloise Lepore
 - ii) Emilie F. Martineau
 - iii) Lisa Primiano
 - iv) Barrett Cavanagh
 - v) Timothy G. Noble

XII. UPCOMING MEETING DATES AND TIMES

- Town Council Interview Session, Monday, March 3, 2025, starting at 5:10 p.m. (before the regular Town Council meeting)
- Town Council Budget Work Session: Operating Budget for FY 2025-2026, Tuesday, March 4th at 5:00 p.m.
- Town Council Budget Work Session: Operating Budget and Capital Improvement Programs, for FY 2025-2026, Monday, March 10th at 5:00 p.m.
- Joint Town Council and School Department Budget Work Session and Hearing for FY 2025-2026, March 17th, at 5:30 p.m. (before the regular Town Council meeting)

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) Adoption of Town Council Meeting Minutes
 - 1) February 3, 2025 (Regular Meeting)

- B) Minutes of Boards/Commissions/Committees
 - 1) Board of Canvassers, December 18, 2024
 - 2) Board of Canvassers, 2024 Attendance Report
 - 3) Conservation Commission, December 10, 2024
 - 4) Housing Authority, December 13, 2024

- C) Town Clerk's Office 2024 Office Review Report.

- D) Finance Director's Report: Comparison Budget to Actuals as of January 31, 2025.

- E) 2025-02, Resolution of the Town of Jamestown In Support of Rhode Island League of Cities and Towns 2025 Legislative Priorities.

- F) One-Day Event/Entertainment License Applications: All One-Day Event/Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event:
 - 1) Applicant: Rhode Races & Events, Inc.
 Event: Jamestown Road Race (ENT-24-34)
 Date: September 27, 2025
 Location: Fort Getty Pavilion and other various roads in Jamestown

- 2) Applicant: Jamestown Arts Center (JAC)
Event: Newport Live Presents: Melanie Scholtz (ENT-25-6)
Date: February 28, 2025
Location: JAC, 18 Valley Street
- 3) Applicant: Jamestown Ukraine Relief Project
Event: Sunflower Family Festival (ENT-25-7)
Date: August 23, 2025
Location: Jamestown School/Lawn Field
- 4) Applicant: Jamestown Senior Center
Event: 2nd Annual Senior (Center) Prom (ENT-25-8)
Date: April 25, 2025
Location: Jamestown Recreation Center

- G) Ratification of the Administratively approved Short-Term Rental application(s) for the period of January 1, 2025, through December 31, 2025, duly advertised in the November 27th and December 5th editions of the Jamestown Press; upon resolution of debts, taxes, State approval, and appropriate signatures:
 - 1) STR-170, Margaret Parillo, 33 Clinton Avenue
 - 2) STR-109, Laura Carlson, 20 Brook Street
 - 3) STR-161, Paula Shevlin, 24 Hamilton Avenue

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 email to: Town Clerk Roberta Fagan
From: Mark Baker
Dated: February 18, 2025
Re: Gould Island Study Group
 - 2) Copy of memo to: Town Council
From: Jamestown Conservation Commission
Dated: February 19, 2025
Re: Environmental Study Group (Gould Island)
- B) Resolutions from Other Rhode Island Cities and Towns
 - 1) Town of Exeter, 2025-01, A Resolution in Support of Full Funding of Categorical Transportation Aid as Outlined in RIGL 16-7.2-6

XV. OPEN FORUM

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- A) Continued (If necessary)

XVI. 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 (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 10-145).
- B) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to § 42-46-5(a) Subsection (2) Collective Bargaining (NAGE 69).
- C) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to § 42-46-5(a) Subsection (2) Collective Bargaining (NAGE 68).

XVII. 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 February 20, 2025.*