

TOWN COUNCIL MEETING MINUTES

Monday, December 16, 2024

6:00 P.M.

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

I. EXECUTIVE SESSION

The Town Council may seek to enter into Executive Session for review, discussion, and/or potential action and/or vote on the following:

- A) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL § 42-46-5(a) Subsection (2) Collective Bargaining (NAGE 69 negotiation and tentative Memorandum of Agreement).

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

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

The Town Council reconvenes the regular meeting.

II. ROLL CALL

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

III. CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

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

IV. ~~JOINT TOWN COUNCIL AND SCHOOL COMMITTEE WORK SESSION 6:30 P.M.~~

- A) Roll Call
- B) ~~Review, Discussion, and/or Action and/or Vote of budget issues for the remainder of the current fiscal year (July 1, 2024, to June 30, 2025) and pre-budget review~~

~~and discussion of issues for the next fiscal year (July 1, 2025, to June 30, 2026)
pursuant to RIGL §16-2-21~~

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

See Board of Water and Sewer Commissioners Meeting Minutes.

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

A) Open Forum – Water & Sewer Matters

Vice President Brine 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.

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

VI. OPEN FORUM

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

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

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

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

VII. ACKNOWLEDGEMENTS, ANNOUNCEMENTS PRESENTATIONS, RESOLUTIONS, AND PROCLAMATIONS

- A) Resolutions and Proclamations:
 - 1) Review, Discussion, and/or Action and/or Vote: Proclamation 2024-26, Honoring the members of the Jamestown School Committee during School Committee Recognition Month January 2025.

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

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

- 2) Review, Discussion, and/or Action and/or Vote: Resolution 2024-~~27~~ 28, ~~APRA ARPA Funds – Resolution of the Board of Water and Sewer Commissioners authorizing Water Department to enter into interdepartmental/interagency agreements regarding American Rescue Plan Act (APRA ARPA)/State and Local Fiscal Recovery Funds (SLFRF) for the Jamestown Water Meter Replacement Project~~ Resolution Of Town Council Appropriating And Authorizing Interdepartmental/Interagency Agreements Regarding The Town’s American Rescue Plan Act (“ARPA”)/State And Local Fiscal Recovery Funds (“SLFRF”)

A motion was made by Councilor Meagher with a second by Vice President Brine to waive the reading of Resolution 2024-~~27~~28, ~~ARPA Funds – Resolution of the Board of Water and Sewer Commissioners authorizing Water Department to enter into interdepartmental/interagency agreements regarding American Rescue Plan Act (ARPA)/State and Local Fiscal Recovery Funds (SLFRF) for the Jamestown Water Meter Replacement Project~~ Resolution Of Town Council Appropriating And Authorizing Interdepartmental/Interagency Agreements Regarding The Town’s American Rescue Plan Act (“ARPA”)/State And Local Fiscal Recovery Funds (“SLFRF”).

Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

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

VIII. PUBLIC HEARINGS, LICENSES, AND PERMITS

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

A) Public Hearings

- 1) Public Hearing Continued from the November 18, 2024, Town Council Meeting: A public hearing shall be available to any person so requesting to make comment or contest any short-term rental unit application pending before the licensing authority. Two requests were received regarding the Short-Term Rental license applications listed below. Review, Discussion, and/or Action and/or Vote on the following Short-Term Rental license applications:

a) Edward DePhillips, STR-17, 36 Cole Street

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

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

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

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

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

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

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

Please Note the Following Items are Status Reports and Matters of Interest to the Council and are for Informational Purposes unless Indicated Otherwise:

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

1) RT 138 Construction Project

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

2) Beavertail Road/Mackerel Cove

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

3) Ft. Getty CISF

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

4) Legal Services Budget Increase Request

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

B) Jamestown Police Department: Chief Jamie Campbell

1) Department overview.

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

C) Senior Services Committee Report: Bruce Whitehouse

1) Status update of Committee activities.

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

X. UNFINISHED BUSINESS

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

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

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

B) Review, Discussion, and/or Action and/or Vote: New Town Employees Exemption – Qualifying and eligible current Full-Time Town Employee(s) Tax Credit of \$1,000 annually of Jamestown primary residence home property tax bill.

A lengthy discussion ensued.

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

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

C) Review, Discussion, and/or Action and/or Vote: New Homestead Primary Residence Exemption (abatement) equal to 30% of the currently assessed median value of a home in Jamestown, Rhode Island, for qualifying, eligible property owners.

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

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

Discussion on who qualifies as a resident.

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

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

- D) Review, Discussion, and/or Action and/or Vote: New Homestead Long-Term Rental Exemption (abatement) equal to 20% of the currently assessed median value of a home in Jamestown, Rhode Island, for qualifying, eligible property owners.

Discussion ensued. Held for further study.

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

Discussion ensued. Held for further study.

XI. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: Town Council Liaison positions; review, discussion and/or potential action and/or vote
 - 1) Jamestown School Committee Liaison
 - 2) Jamestown Harbor Management Commission Liaison

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

- B) Review, Discussion, and/or Action and/or Vote: Jamestown Zoning Ordinance Amendments, as approved by the Jamestown Planning Commission on October 16, 2024:
 - 1) Memo from Town Planner dated December 3, 2024
 - 2) Proposed Zoning Ordinance Amendments dated October 16, 2024
 - 3) Discussion and Possible Action to Proposed Amendments to the Zoning Code of Ordinances. The amendments must be advertised for 3 consecutive weeks in the Jamestown Press, which may include the week in which the hearing is to be held.

Discussion ensued.

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

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

- C) Review, Discussion, and/or Action and/or Vote: Conanicut Island Sailing Foundation Request for Temporary Relocation of Program Operations and Equipment for the duration of construction.
 - 1) Communication from Conanicut Island Sailing Foundation with relocation diagram.

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

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

XII. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) Request to the Town Council for authorization to begin the appointment process for One (1) Board of Canvassers Member, for One (1) Six-year unexpired term ending March 2028, pursuant to RIGL § 17-8-1 and RIGL § 17-8-2; review, discussion and/or potential action and/or vote.
 - 1) Memorandum of the request of Board of Canvassers Clerk Keith Ford to contact the Jamestown Republican and Democratic Town Committee(s) to solicit a list of qualified individuals for Town Council consideration to fill the Board of Canvassers Member vacancy.
 - a) RIGL § 17-8-1 and § 17-8-2
 - b) Copy of letter of resignation from Carol Nelson-Lee

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

A motion was made by Councilor Meagher with a second by Vice President Brine to authorize beginning the appointment process for One (1) Board of Canvassers Member, for One (1) Six-year unexpired term ending March 2028, pursuant to RIGL § 17-8-1 and RIGL § 17-8-2 Vote: Vice President Brine, Aye; Councilor Meagher, Aye; Councilor Ross, Aye; and Councilor Glackin, Aye.

- B) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote, duly advertised in the October 3rd and 10th editions of the Jamestown Press, **the appointment of and or request to schedule interviews:**
 - 1) Beavertail State Park Advisory Committee, One (1) member vacancy; with a three-year term ending 12/31/2027:
 - a) Interested Applicant(s):
 - i) Linda Warner- 2 terms and seeking reappointment
 - ii) Richard J. Smith, Jr.
 - i. Application received October 24, 2024.
 - iii) Andrew Wade
 - i. Application received October 11, 2024.

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

- 2) Conservation Commission, Two (2) member vacancy(s); with a three year-term ending 12/31/2027:
 - a) Letter of Resignation
 - i) Leo Orsi- not seeking reappointment
 - a) Interested Applicant(s):
 - i) Jeff Boal, completed unexpired term (R. Shein), seeking reappointment.

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

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

- 3) Harbor Management Commission, Three (3) member vacancy(s); with a three-year term ending 12/31/2027:
 - a) Interested Applicant(s):
 - i) Wayne Banks, 3 terms, seeking reappointment.
 - ii) Jim Archibald, completed unexpired term, seeking reappointment.
 - i. Letter of recommendation for reappointment from Chair Wayne Banks.
 - iii) Robert Laman, completed unexpired term, seeking reappointment.
 - i. Letter of recommendation for reappointment from Chair Wayne Banks
 - iv) Andrew Williams
 - i. Application received October 11, 2024.
 - v) Nicholas Insana
 - i. Application received October 11, 2024.
 - vi) Paul Sprague
 - i. Applications received November 29, 2021, and October 2, 2023.
 - ii. Interviewed on January 10, 2022.
 - iii. Confirmed continued interest on November 26, 2024.
 - iv. Interviewed on May 29, 2024.
 - vii) Antonio DaRosa Pinheiro
 - i. Initial application received on April 11, 2024.
 - ii. Confirmed continued interest on November 30, 2024.
 - iii. Interviewed on May 29, 2024.

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

- 4) Jamestown Housing Authority, One (1) member vacancy(s); with a five year-term ending 12/31/2029:
 - a) Interested Applicant(s):
 - i) Lisa Rafferty, completed unexpired term, seeking reappointment.

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

- 5) Juvenile Hearing Board, Two (2) full-member vacancy(s); with a three-year term ending 12/31/2027; and Two (2) alternate member vacancy(s) with a two-year unexpired term ending 12/21/2026:
 - a) Letter of resignation
 - i) Joseph Cannon, not seeking reappointment.
 - ii) Andrew Wade, not seeking reappointment.
 - b) Interested Applicant(s):
 - i) Nancy Ventrone, alternate seeking full member appointment.
 - ii) Marianne Kirby
 - i. Application received November 25, 2024.
 - iii) Laura Clarke
 - i. Application received November 26, 2024.
 - iv) Sandra Reynolds
 - i. Application received December 3, 2024.

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

- 6) Library Board of Trustees, Two (2) member vacancy, with a three-year term ending 12/31/2027:
 - a) Interested Applicant(s):
 - i) Eugene Mihaly, 2 term(s), seeking reappointment.
 - ii) Marla Romash, 1 term, seeking reappointment.
 - iii) Ourida Mostefai
 - i. Application received October 11, 2024.

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

- 7) Planning Commission, Two (2) member vacancy(s), with a four-year term ending December 31, 2028;(***staggered terms in compliance with RIGL 45-22-3(a)**):
 - a) Letter of Resignation
 - i) Rosemary Enright – not seeking reappointment.
 - b) Letter of Interest
 - i) Diane Harrison, 1 term, seeking reappointment.
 - ii) Nicholas Insana
 - i. Application received October 11, 2024.

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

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

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

- 8) Tax Assessment Board of Review, One (1) alternate member vacancy(s) with a three year term ending 12/21/2027:
 - a) Interested Applicant(s): No applications at this time.
- 9) Tree Preservation and Protection Committee, Three (3) member vacancy(s); with a three year-term ending 12/31/2027:
 - a) Interested Applicant(s):
 - i) James Simmons, 1 term, seeking reappointment.
 - ii) Michele S. Foster, completed unexpired term, seeking reappointment.
 - iii) Mark Carneval, completed unexpired term, seeking reappointment.

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

- 10) Zoning Board of Review, One (1) full member*, five-year term ending 12/31/2029, and three (3) alternate members*, one year-term ending 12/31/2025:
 - a) Letter of resignation
 - i) Richard Boren- not seeking reappointment.
 - b) Letter of Interest
 - i) John Shekarchi, seeking reappointment.
 - ii) James Sisson- seeking reappointment.
 - iii) Robert Macini – seeking reappointment.
 - iv) Nicholas Insana
 - i. Application received October 11, 2024

*Must designate which applicant for full member, 1st alternate, 2nd alternate, and 3rd alternate.

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

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

XIII. CONSENT AGENDA

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

- A) Minutes of Boards/Commissions/Committees
- 1) Board of Canvassers, October 15, 2024
 - 2) Board of Canvassers, October 18, 2024
 - 3) Board of Canvassers, October 31, 2024
 - 4) Board of Canvassers, November 5, 2024
 - 5) Board of Canvassers, November 6, 2024
 - 6) Elections Training and Advisory Ad Hoc, August 8, 2024
 - 7) Elections Training and Advisory Ad Hoc, September 4, 2024
 - 8) Elections Training and Advisory Ad Hoc, September 18, 2024
 - 9) Planning Commission, October 16, 2024
 - 10) Zoning Board of Review, October 22, 2024

- B) Tax Assessor's Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
02-0992-00	2024	REMOVED EXEMPTION- SOLD	\$ 375.00
03-1007-44	2024	REMOVED EXEPTION NO LONGER OWNER	\$ 125.00
TOTAL ABATEMENTS TO TAX ROLL			-\$0.00000
TOTAL ADDENDA TO TAX ROLL			\$ 500.00

- C) Ratification of the administratively approved One-Day Event/Entertainment License: JAC, Gaucho/Gaucho (ENT-24-41), 18 Valley Street, December 5, 2024.
- D) One-Day Event/Entertainment License Applications: All One-Day Event/Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event:
- 1) Applicant: Jennifer Frechette, Children's Wellness & Dev. Center
Event: Chill for a Cause: Family Polar Plunge for local charities (ENT-24-40)
Date: January 1, 2025
Location: Mackerel Cove Beach
- E) Ratification of the Administratively approved Short-Term Rental application(s) for the period of January 1, 2025, through December 31, 2025, duly advertised in the November 27th and December 5th editions of the Jamestown Press; upon resolution of debts, taxes, State approval, and appropriate signatures:
- 1) STR-121, John Potter, 2 Westwood Road
- F) Ratification of Legal Services Budget Request
- 1) Legal Counsel Monthly Retainer and Non-Retainer Hourly fee.

Vice President Brine read aloud each Short-Term Rental host application name and address, asking those in attendance for any objections or comments to be known.

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

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

Communications were acknowledged.

XIV. COMMUNICATIONS, PETITIONS, AND PROCLAMATIONS AND RESOLUTIONS FROM OTHER RHODE ISLAND CITIES AND TOWNS

The Council may acknowledge any of the listed Communications and Proclamations and Resolutions. Should any member wish to have a conversation on any of the matters, the item will be placed on a future agenda for review, discussion, and/or potential action and/or vote.

A) Communications Received: None

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

XV. RECONVENE EXECUTIVE SESSION

- B) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL §42-46-5(a) Subsection (5) the acquisition and/or lease of real property for public purposes, or of the disposition of publicly held property wherein advanced public information would be detrimental to the interest of the public. (Potential acquisition of real property).
- C) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL §42-46-5(a) Subsection (5) the acquisition and/or lease of real property for public purposes, or of the disposition of publicly held property wherein advanced public information would be detrimental to the interest of the public. (Potential acquisition of real property).
- D) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL §42-46-5(a) Subsection (5) the acquisition and/or lease of real property for public purposes, or of the disposition of publicly held property wherein advanced public information would be detrimental to the interest of the public. (Potential lease of publicly held property).
- E) Review, Discussion, and/or Action and/or Vote in Executive Session and/or open session pursuant to RIGL §42-46-5(a) Subsection (5) the acquisition and/or lease of real property for public purposes, or of the disposition of publicly held property wherein advanced public information would be detrimental to the interest of the public. (Potential lease of publicly held property).

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

It was announced that 2 votes were taken.

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

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

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

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

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

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

XVI. ADJOURNMENT

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

Attest:

/s/Roberta J. Fagan

Roberta J. Fagan, CMC, Town Clerk