

TOWN COUNCIL MEETING MINUTES

Monday, December 2, 2024

I. ROLL CALL

A regular meeting of the Jamestown Town Council was held on December 2, 2024. Newly Elected Town Council Members present: Mary Meagher, Nancy A. Beye, Erik G. Brine, Mary G. Glackin, and E. Edward Ross. Newly elected School Committee members present: Lisa Tuttle, Joshua Furtado, and Andrew Allsopp. Newly elected Town Moderator Dennis H. Webster. Also present Town Administrator Edward Mello, Finance Director Christina D. Collins, Town Planner Lisa Bryer, Town Solicitor Peter D. Ruggiero, Chief of Police Jamie Campbell, Superintendent of Schools David Raleigh, Town Sergeant Fred Pease, and Town Clerk Roberta J. Fagan.

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Clerk Roberta J. Fagan called the meeting of the Jamestown Town Council to order at 6:02 p.m. and led the Pledge of Allegiance.

III. ADMINISTRATION OF THE OATH OF OFFICE TO NEWLY ELECTED TOWN COUNCIL MEMBERS, SCHOOL COMMITTEE MEMBERS, AND TOWN MODERATOR: Honorable Francis J. Darigan, Jr.

Town Clerk Fagan introduced the Honorable Judge Francis J. Darigan, Jr.

Judge Darigan congratulated the newly elected officials for both Town and State offices and expressed his honor in participating in the evening's ceremony. He stated that he feels privileged to administer the important task of swearing in the newly elected officials, as it represents the significance of free and fair elections, which we uphold every two to four years.

Judge Darigan extended his gratitude to the Council, School Committee, and Town Moderator for their dedicated service. He remarked on the warmth and welcoming nature of the community, highlighting the good people of Jamestown who are committed to serving others. He also thanked all the candidates who ran for office, acknowledging their vital role in strengthening our democracy through their participation.

Special thanks went to Attorney General Peter Neronha. Concluding his remarks, Judge Darigan once again expressed his appreciation for the warm welcome and proceeded with the swearing-in ceremony.

- A) Town Council:
 - 1) Nancy Ann Beye
 - 2) Mary E. Meagher
 - 3) Erik G. Brine
 - 4) Mary G. Glackin
 - 5) Ernest Edward Ross

The Oath of Office was administered to the newly-elected Town Council Members by Judge Darigan. [Applause]

- B) School Committee:
- 1) Andrew Allsopp
 - 2) Lisa Tuttle
 - 3) Joshua D. Furtado

The Oath of Office was administered to the newly-elected School Committee Members by Judge Darigan. [Applause]

- C) Town Moderator
- 1) Dennis H. Webster

The Oath of Office was administered to the newly-elected Town Moderator by Judge Darigan. [Applause]

IV. NOMINATION AND SELECTION OF TOWN COUNCIL PRESIDENT AND VICE PRESIDENT

Town Clerk Fagan thanked Judge Darigan and asked the newly elected Town Council to the dais.

The Clerk called for nominations for Town Council President.

Councilor Meagher welcomed new Town Council members E. Edward Ross and Mary Glackin. She expressed her pleasure in nominating Nancy Beye for a second term. Councilor Meagher highlighted Nancy's exceptional ability to listen and connect with her constituents. Nancy is known for reaching out to individuals who might not otherwise communicate with Town government—those who are hesitant to voice their concerns, curious but unsure whom to ask, or simply shy. This quality reflects her background as a teacher, and it is a lesson we should all strive to embrace. Vice President Meagher officially nominated Nancy Beye to serve as Town Council President.

Back to the vote on the motion. Councilor Brine, Aye; Councilor Meagher, Aye; Councilor Beye, Aye; Councilor E. Edward Ross and Councilor Mary G. Glackin. [Applause]

The Clerk turned the meeting over to President Beye.

President Beye called for nominations for Town Council Vice President.

Councilor Meagher expressed her joy in nominating Erik Brine for the position of Town Council Vice President. Erik brings a great deal of energy and determination to all his endeavors. He is an exemplary public servant who has dedicated his life to serving his country through his service in the Air Force, as well as his community through his work on the Jamestown Town Council.

A motion was made by Councilor Meagher with a second by President Beye to nominate Erik G. Brine for Town Council Vice President. President Beye, Aye; Councilor Meagher, Aye; Councilor Brine, Aye; Councilor Ross, and Councilor Glackin, Aye. [Applause]

V. INTRODUCTION OF DISTINGUISHED GUESTS

President Beye gave thanks to Judge Darigan, Attorney General Peter Neronha, Democratic Town Committee Chair Ann Livingston, School Superintendent David Raleigh, Chief of Police Jamie Campbell, Town Sergeant Fred Pease, Town Administrator Edward Mello, Solicitor Peter Ruggiero, all Town department heads including Finance Director Tina Collins, Town Planner Lisa Bryer, and Town Clerk Roberta Fagan.

VI. OPEN FORUM

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

None

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

- A) Erin Donovan-Boyle, Executive Director & CEO of the Greater Newport Chamber of Commerce, will present the benefits for Jamestown residents and businesses. This organization is an independent, non-profit, and business advocacy organization.

Erin Donovan-Boyle, Executive Director and CEO of the Greater Newport Chamber of Commerce (GNCC), thanked the Town Council for the opportunity to present on the Chamber's economic and policy initiatives that benefit the region. GNCC has a municipal liaison program that holds three meetings annually, offering insights into local town and city developments. *Connect Greater Newport*, a 501(c)(3) regional economic development organization, was officially established in 2019. It is funded separately from GNCC, with specific funding from municipalities as well as the private and philanthropic sectors. There are many opportunities and differences between the Jamestown Chamber of Commerce, Discover Newport, and GNCC. GNCC's purpose is to leverage the region's core assets to find solutions in the areas that matter most to the businesses and community, quality jobs, quality growth, and quality of life. GNCC has a wide variety of programs, publications, events, and business resources that directly improve members' bottom line.

A motion was made by Councilor Meagher with a second by Vice President Brine to convene as the Town Council sitting as the Alcohol Beverage Licensing Board and to open the public hearing. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

VIII. PUBLIC HEARINGS, LICENSES, AND PERMITS

- A) Public Hearing: Town Council Sitting as the Alcoholic Beverage Licensing Board Notice is hereby given by the Town Council of the Town of Jamestown, being the Licensing Board in said Town as provided under Title 3, Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended, that the following has been received: for a RENEWAL CLASS BV LIQUOR LICENSE for the period December 2, 2024, to November 30, 2025, as advertised in the November 7th and 14th editions of the Jamestown Press and noticed to abutters as follows:

CLASS BV

The Whitebread Company, LLC
dba: Standards
40 Narragansett Avenue
Jamestown, RI 02835

- 1) Approval of the of the CLASS BV Liquor License, upon resolution of debts, taxes, State approval, and appropriate signatures for the period of November December 2, 2024, to November 30, 2025; Review, Discussion, and or Action and or Vote.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve the Renewal Class BV Liquor License for the period December 2, 2024, to November 30, 2025, for The Whitebread Company, LLC, dba: Standards. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- B) Public Hearing: Town Council Sitting as the Alcoholic Beverage Licensing Board Notice is hereby given by the Town Council of the Town of Jamestown, being the Licensing Board in said Town as provided under Title 3, Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended, that the following has been received: for a NEW CLASS BV LIQUOR LICENSE for the period December 2, 2024, to November 30, 2025, as advertised in the November 7th and 14th editions of the Jamestown Press and noticed to abutters as follows:

FROM: **CLASS BV- Limited**
Our Table LLC.
dba: Our Table
53 Narragansett Avenue
Jamestown, RI 02835

TO: **CLASS BV**
Our Table LLC.
dba: Our Table
53 Narragansett Avenue
Jamestown, RI 02835

- 1) Approval of the of the CLASS BV Liquor License, upon resolution of debts, taxes, State approval, and appropriate signatures for the period of November December 2, 2024, to November 30, 2025; Review, Discussion, and or Action and or Vote.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve the New Class BV Liquor License for the period December 2, 2024, to November 30, 2025, for Our Table LLC, dba: Our Table. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- C) Set the Class B Victualer Liquor License Cap at Eight.

A motion was made by Councilor Meagher with a second by Vice President Brine to set the Class B Victualer Liquor License cap at Eight. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

A motion was made by Councilor Meagher with a second by Vice President Brine to adjourn from sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- D) Licenses and Permits: Approval of Application that has been received by the Town Council for a VICTUALING license, upon resolution of debts, taxes, State approval, and appropriate signatures for the year December 2, 2024-November 30, 2025; Review, Discussion, and/or Action and/or Vote:
- 1) The Whitebread Company, LLC dba: Standards, 40 Narragansett Avenue.

A motion was made by Councilor Meagher with a second by Councilor Ross to approve the Whitebread Company LLC, dba: Standards VICTUALING license, upon resolution of debts, taxes, State approval, and appropriate signatures for the year December 2, 2024-November 30, 2025. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

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

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

- 1) Town Departments and Staffing Overview

Town Administrator Mello stated various department heads will present an overview of their respective departments over the next several meetings. The first will be the police department on December 16. A facilities tour will be scheduled in the future.

- 2) 2025 Legislative Matters

The General Assembly will begin work in 2025. In the past, the Town Council invited the General Assembly members to appear before the Council. A date can be scheduled if the Town Council desires to do so again. Town Administrator Mello will ask for a summary of legislative matters of concern.

The Rhode Island League of Cities and Towns is currently working on developing its priorities. Current issues from this perspective include:

- Education Funding
- Funding for Infrastructure utilities and broadband
- Housing
- Land Use and Zoning
- Property Tax-modifications of cap exemptions and tangible tax reform
- Labor Issues-binding arbitration reform and contract continuation
- State Aid-PILOT and Distressed Communities
- Short-term rental regulations
- Houseboat Regulations
- Reduce Early Voting period for primary elections

- 3) Town email accounts and Office 365

Town Council members were sent directions for setting up Office 365 and their town email accounts. Once established the Town Council will be able to receive documents through SharePoint.

X. UNFINISHED BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: No items at this time.

XI. NEW BUSINESS

- A) Review of the Open Meetings Act, Access to Public Records Act, and Code of Ethics by Town Solicitor Peter D. Ruggiero

Solicitor Ruggiero explained the Open Meetings Act including:

- What is a quorum
- Conducting business outside of a duly called meeting
- Consensus the same as a vote
- Emails and what is allowed
- Use of electronic media
- Subcommittees
- Meeting postings and what is required

Solicitor Ruggiero referenced Title 42 Chapter 46 of the RI General Laws, Open Meetings (provided in the meeting packet), guidebooks available on the Attorney General's website, and Open Government Forums each year. Notice of the sessions will be forwarded to Council by the Clerk. The Solicitor and Town Clerk are available to assist with any questions on Open Meetings.

Solicitor Ruggiero referenced Title 36 Chapter 14 of the RI General Laws, Code of Ethics. The RI Ethics Commission has publications on its website. The Ethics Commission will conduct a training on January 29th at Town Hall for the Council and/or board/commission/committee members. OMA and APRA training will also be provided immediately following.

- B) Review, Discussion, and/or Action and/or Vote: Upcoming meetings, work sessions, budget work sessions, workshops, and other sessions; review and discussion and/or potential action and/or vote
- 1) Town Council Meeting/Board of Water and Sewer Commissioner(s) setting of Annual Meeting Schedule (see attached).

Discussion ensued.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve the 2025 Annual Meeting Schedule as amended. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- 2) Jamestown Town Council Budget Process review and meeting date(s) preview.
- 3) Annual Budget Work Session with Jamestown School Committee and School Department, pursuant to RIGL §16-2-21, to be scheduled on Thursday, December 12, 2024 or Monday, December 16, 2024.

A motion was made by Councilor Meagher with a second by Vice President Brine to approve scheduling the Joint Annual Budget Work Session with the School Committee on December 16, 2024. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

- 4) Rhode Island Ethics Commission Staff Attorney/Education Coordinator Lynne M. Radiches will conduct Ethics training for Elected and Appointed Municipal Officials on Wednesday, January 26 29, 2025, at 6:00 p.m. in the Town Council Chambers.

- C) Review, Discussion, and/or Action and/or Vote: Town Council Rules and Procedures.

The Town Council Rules and Procedures review was tabled for a future meeting.

XII. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) No items at this time.

XIII. CONSENT AGENDA

- A) Adoption of Town Council Meeting Minutes
1) November 18, 2024 (Regular Meeting)
- B) Minutes of Boards/Commissions/Committees
1) Harbor Management Commission October 9, 2024.
- C) Certification of the November 5, 2024 General Election.
- D) Tax Assessor's Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
01-0571-00	2024	REMOVED EXEMPTION – SOLD	\$ 125.00
03-1125-00	2024	REMOVED EXEMPTION – SECOND HOME	\$ 250.00
19-0546-30	2024	TOWN COUNCIL AGREEMENT 11/4/2024	-\$ 2,054.62
04-0082-85	2024	CERT. OF OCCUPANCY	\$ 3,790.50
10-0053-01	2024	CERT OF OCCUPANCY	\$1,695.38
TOTAL ABATEMENTS TO TAX ROLL			-\$2,054.62
TOTAL ADDENDA TO TAX ROLL			\$5,860.88

- E) Abutter Notifications: Notice is hereby given that the Jamestown Zoning Board of Review will hold a public hearing on *December 17, 2024*, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following:
1) Application of Susan S. Gorelick, Trustee, whose property is located at 20 Bark Avenue, and further identified as Tax Assessor's Plat 16, Lot 38 for a special use permit to construct a 12x16 foot garden-high tunnel in the backyard. The property is in R-40 zone with 30,720 sq ft and falls under sub-district A requirements of the High Groundwater Table and Impervious Overlay District.
- F) Ratification of the Administratively approved One-Day Event/Entertainment License Applications: Jamestown Art Center, (ENT-24-38) 18 Valley Street, November 22, 2024.

G) 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)
Event: RIPBS (ENT-24-36)
Date: December 3, 2024
Location: JAC, 18 Valley Street
- 2) Applicant: Jamestown Arts Center (JAC)
Event: Holiday Arts Market (ENT-24-37)
Date: December 13-14, 2024
Location: JAC, 18 Valley Street
- 3) Applicant: Central Baptist Church
Event: Christmas Fair (ENT-24-39)
Date: December 7, 2024
Location: ~~JAC, 18 Valley Street~~ 99 Narragansett Avenue
- 4) Applicant: Rhode Races & Events, Inc.
Event: Jamestown Rhode Races (ENT-24-34)
Date: September 27, 2025
Location: Fort Getty & various roads in Jamestown

H) 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 14th and 21st editions of the Jamestown Press; upon resolution of debts, taxes, State approval, and appropriate signatures:

- 1) STR-98 Greg Vanasse 41 Top O The Mark Drive
- 2) STR-122 Merrill Allen 46 Steamboat Street
- 3) STR-156 Andrea Colognese 78 Frigate 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.

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.

I) Communications Received:

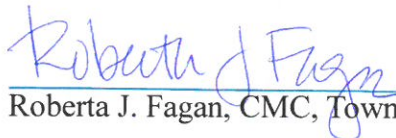
- 1) Copy of letter to: Town Council
From: Connie Slick
Dated: October 30, 2024
Re: How many liquor licenses should a small island distribute?
- 2) Copy of letter to: Town Council
From: John and Quaker Case
Dated: October 3, 2024
Re: In support of Our Table liquor license request
- 3) Copy of letter to: Town Council
From: Nancy Sall
Dated: October 3, 2024
Re: In support of Our Table liquor license request
- 4) Copy of email to: Town Council
From: Mary Jo Roberts-Braisted
Dated: October 2, 2024
Re: In support of Our Table liquor license request
- 5) Copy of email to: Town Council
From: Christine Heenan
Dated: October 3, 2024
Re: In support of Our Table liquor license request
- 6) Copy of email to: Town Council
From: Ross Harris
Dated: October 2, 2024
Re: In support of Our Table liquor license request
- 7) Copy of email to: Town Council
From: Tara Villanova
Dated: October 3, 2024
Re: In support of Our Table liquor license request
- 8) Copy of email to: Town Council
From: Sandy Sorlien
Dated: October 4, 2024
Re: In support of Our Table liquor license request

- 9) Copy of email to: Town Council
From: Paul Morse
Dated: October 6, 2024
Re: In support of Our Table liquor license request
- 10) Copy of email to: Town Council
From: Michelle Estaphan Owen
Dated: October 6, 2024
Re: In support of Our Table liquor license request
- 11) Copy of email to: Town Council
From: Win Reed
Dated: October 7, 2024
Re: In support of Our Table liquor license request
- 12) Copy of letter to: Town Council
From: Mark Baker
Dated: November 3, 2024
Re: Environmental Study Group/Gould Island Restoration
- 13) Copy of email/letter: Town Council
From: Jill Harrison
Dated: November 12, 2024
Re: Correspondence with Clarke Moody regarding boat lift and deck.

XV. ADJOURNMENT

A motion was made by Councilor Ross with a second by Councilor Glackin to adjourn at 7:23 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