



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
***Rosamond A. Tefft Council Chambers***  
**93 Narragansett Avenue**  
**Monday, May 19, 2025**  
**6:15 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. TOWN COUNCIL INTERVIEW SCHEDULE: The Jamestown Town Council will conduct interviews of applicants for the committee vacancies as follows:**

TIME	NAME	COMMITTEE
6:15	Kathleen Brown	Ft. Getty Ad Hoc
6:20	John Valente	Bike Bath Ad Hoc
6:25	Richard Smith	Ft. Getty Ad Hoc

**II. ROLL CALL**

**III. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

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

- A) Acknowledgements, Announcements, Presentations, Resolutions, And Proclamations:
- 1) Review, Discussion, and/or Action and/or Vote: Resolution 2025-20 of the Board of Water and Sewer Commissioners approving contract amendment with Pare Corporation for the environmental assessment in the base amount of \$56,100 to be advanced from Water Fund reserves and/or Town advances and to be reimbursed from future water bond issue.
- B) 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
- C) 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
- D) Letters and Communication: No items at this time.
- E) Unfinished Business: No items at this time.
- F) New Business:
- 1) Review, Discussion and/or Action and/or Vote on the Water Supply System Management Plan-5 Year Update, revised May 13, 2025, prepared by Pare Corporation.
- G) 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) April 21, 2025 (regular meeting)

- 2) Finance Director's Report: Comparison of the Water Budget to Actuals as of April 30, 2025.
- 3) Finance Director's Report: Comparison of the Sewer Budget to Actuals as of April 30, 2025.
- 4) At the recommendation of Public Works Director Michael Gray, approval of the proposal to the Town of Jamestown, Rhode Island, from Pare Corporation for the Clean Water Infrastructure Replacement Plan (CWIRP) for an amount not to exceed \$18,000.
- 5) At the recommendation of Public Works Director Michael Gray, approval of the contract amendment dated May 1, 2025, between the Town of Jamestown, Rhode Island, and Pare Corporation for the Narragansett Avenue and North Road Watermain Replacement Project, for an amount not to exceed \$56,100.

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

**VI. OPEN FORUM**

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.

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

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

- A) Review, Discussion, and/or Action and/or Vote: Resolution 2025-21, Resolution Of The Town Council Approving Advances To The Board Of Water And Sewer Commissioners For Contract Amendment With Pare Corporation For Environmental Assessment In The Amount Of Not To Exceed \$56,100 As Not Paid From Available Water Fund Reserves, Such Advances To Be Reimbursed From Water Fund From Future Water Bond Issue Or Federal Aid.
- B) Review, Discussion, and/or Action and/or Vote: Proclamation 2025-19, Graduates Week, June 9<sup>th</sup> through June 13<sup>th</sup>.

## VIII. 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
- 1) Notice is hereby given by the Town Council of Jamestown, being the Licensing Board in said Town: Pursuant to RIGL §3-7-14, the following license application (F-25-10) has been received under said Act for a one-day license on May 17, 2025:

CLASS F (NON-PROFIT)  
Jamestown Historical Society  
92 Clinton Avenue  
Jamestown, RI 02835

- a) Review, Discussion, and/or Action and/or Vote for Approval of the Jamestown Historical Society one-day CLASS F (NON-PROFIT) LIQUOR LICENSE (Number 3 of 12 licenses per calendar year issued per RIGL§3-7-14)
- 2) Notice is hereby given by the Town Council of Jamestown, being the Licensing Board in said Town: Pursuant to RIGL §3-7-14, the following license application (F-25-11) has been received under said Act for a one-day license on June 5, 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 Jamestown Historical Society one-day CLASS F (NON-PROFIT) LIQUOR LICENSE (Number 5 of 12 licenses per calendar year issued per RIGL§3-7-14)
- 3) **REQUEST** that the application listed below will be in order for hearing at a meeting of said Licensing Board on Monday, June 16, 2025, at 6:30 p.m. and advertised in the May 29<sup>th</sup> and June 5<sup>th</sup> editions of the *Jamestown Press*. **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 **RENEWAL** applications have been received by the Town Council for licenses under said Act, for the year June 16, 2025 to November 30, 2025; review, discussion and/or potential action and/or vote to order to advertise:

CLASS B – VICTUALER  
Tallulah's Taqueria, LLC  
dba: JTN Store- Tallulah's Taqueria  
35 Narragansett Avenue, Unit D

## **Town Council Adjourns from sitting as the Alcohol Beverage Licensing Board**

- B) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Victualing and Entertainment License for the year May 19, 2025- November 30, 2025, upon resolution of debts, taxes, State approval, and appropriate signatures:
  - 1) Tallulah's Taqueria, LLC, dba: JTN Store - Tallulah's Taqueria (BL-28)
- C) One-Day Event/Entertainment License: All One-Day Event/Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event; Review, Discussion, and/or Action and/or Vote for the following:
  - 1) Applicant: Jamestown Rotary Club  
Event: 49th Annual Jamestown Classic Bike Race (ENT-25-28)  
Date: October 12, 2025  
Location: Ft. Getty, Rembijas Pavilion
    - a) Approval of request to waive fees associated with Jamestown Police detail(s) and use of the Ft. Getty, Rembijas Pavilion, as historically granted.

## **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) Short-term Rental Software (consent agenda).
  - 2) Illicit Discharge Ordinance (new business).
  - 3) Update on the Financial Town Meeting.

## **X. UNFINISHED BUSINESS**

- A) No items at this time.

## **XI. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: At the recommendation of Town Administrator Mello discussion of the proposed amendment(s) to the Code of Ordinances, Division 1. Prohibition of Illicit Discharges.
- B) Review, Discussion, and/or Action and/or Vote: At the recommendation of Town Administrator Mello, permission to submit comments and feedback on behalf of the Town of Jamestown to the U.S. Coast Guard regarding the proposed removal of Aids to Navigation (navigational markers) in and around Rhode Island waterways:
  - 1) Copy of draft letter from Sail Newport and copy of the proposed removal of USCG Navigation Aids Along the U.S. Northeast Coast
- C) Review, Discussion, and/or Action and/or Vote: At the request of Vice President Brine, direct Town Administrator Mello to develop a recommendation for the Town Council for the creation of Town Staff Traffic Committee with the responsibility of considering traffic related concerns and making recommendations to the Town Council as necessary.

## **XII. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS**

### **A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:**

#### **\*previously interviewed or the Town Council waived interviewing**

- 1) Jamestown Bike Path Ad Hoc Committee: two (2) representatives from the Rolling Agenda group and Four (4) member vacancy(s) for an unspecified term; duly advertised in the March 13<sup>th</sup> and 20<sup>th</sup> editions of the Jamestown Press:
  - a) Interested applicant(s):
    - i) Samira Hakki/Rolling Agenda, seeking reappointment. \*
    - ii) Rip Smith\*
    - iii) Randy Keck, interviewed May 5, 2025.
    - iv) Jonathan H. Valente, interview scheduled for May 19<sup>th</sup>.
    - v) Harry Chase, interviewed May 5, 2025.
    - vi) Beth Herman\*
- 2) Eldred Field Ad Hoc Committee, Five (5) member vacancy(s) for an unspecified term; duly advertised in the March 13<sup>th</sup> & 20<sup>th</sup> and May 1<sup>st</sup> & 8<sup>th</sup> editions of the Jamestown Press.
  - a) Interested applicant(s):
    - i) Christian Infantolino, interviewed May 5, 2025.
    - ii) Patrick Gaynes, interviewed May 5, 2025.
    - iii) Jay Sisson\*
    - iv) Brad Parsons\*
    - v) Rip Smith\*
- 3) Elections Training and Advisory Ad Hoc Committee, Four to Six (4-6) Jamestown Citizen-at-Large Member(s), duly advertised in the March 13<sup>th</sup> & 20<sup>th</sup> and May 1<sup>st</sup> & 8<sup>th</sup> editions of the Jamestown Press:
  - a) Interested applicant(s):
    - i) Jessica Burrows Falcon, interviewed May 5, 2025.
- 4) Fire Department Compensation Committee, Two (2) Citizens-at-Large vacancy(s) with a term ending May 31, 2028; duly advertised in the March 13<sup>th</sup> and 20<sup>th</sup>, April 3<sup>rd</sup>, and 10<sup>th</sup> editions of the Jamestown Press:
  - a) Interested applicant(s):
    - i) Mary Ellen Coleman, seeking reappointment. \*
    - ii) Wayne Moore, seeking reappointment. \*
- 5) Harbor Management Commission, One (1) member vacancy(s); with an unexpired three-year term ending December 31, 2025, duly advertised in the March 6<sup>th</sup>, 13<sup>th</sup>, and 20<sup>th</sup> editions of the Jamestown Press:
  - a) Interested applicant(s):
    - i) Andrew Williams\*
    - ii) Dan Lilly, interviewed May 5, 2025.
    - iii) Antonio Pinheiro, interviewed May 5, 2025.
    - iv) John Potter, interviewed May 5, 2025.

- 6) Jamestown Housing Authority, One (1) unexpired term ending December 31, 2025, duly advertised in the February 6<sup>th</sup> and 13<sup>th</sup>, March 6<sup>th</sup>, 13<sup>th</sup>, and 20<sup>th</sup> editions of the Jamestown Press:
  - a) Interested applicant(s):
    - i) Amy Walsh, interviewed May 5, 2025.
- 7) Tick Task Force Ad Hoc Committee, Four (4) member(s) vacancy, for an unspecified term, duly advertised in the March 13<sup>th</sup> & 20<sup>th</sup>, May 1<sup>st</sup> & 8<sup>th</sup> editions of the Jamestown Press:
  - a) Interested Applicant(s):
    - i) Kelly Smith, interviewed May 5, 2025

**\*previously interviewed or the Town Council waived interviewing**

### **XIII. TOWN COUNCIL MEETING SCHEDULE**

- A) Review, Discussion, and/or Action and/or Vote: Review and discussion of the Town Council meeting dates for June, July, and August 2025, with potential new dates to be considered. Current meeting dates:
  - 1) Monday, June 16<sup>th</sup>
  - 2) Monday, July 7<sup>th</sup>
  - 3) Monday, July 21<sup>st</sup>
  - 4) Monday, August 4<sup>th</sup>
  - 5) Monday, August 18<sup>th</sup>

### **XIV. 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) April 23, 2025 (Special Meeting)
- B) Minutes of Boards/Commissions/Committees
  - 1) Planning Commission, January 15, 2025.
  - 2) Planning Commission, February 5, 2025.
  - 3) Planning Commission, February 19, 2025
  - 4) Planning Commission, April 16, 2025.
  - 5) Tax Assessment Board of Review, January 29, 2025.
  - 6) Tree Preservation and Protection, December 18, 2024.
  - 7) Tree Preservation and Protection, January 15, 2025.
  - 8) Tree Preservation and Protection, February 19, 2025
  - 9) Tree Preservation and Protection, March 19, 2025.
- C) Finance Director's Report: Comparison Budget to Actuals as of April 30, 2025.

- D) Permission to authorize Town Administrator Mello to execute the Master Professional Services Agreement between the Deckard Technologies, Inc., and the Town of Jamestown, for the use of Rentalscape Platform to prepare real estate property data for short-term rentals (“STRs”) on all identifiable properties within the Town of Jamestown, annual software subscription in the amount of \$4,850.

- E) Tax Assessor’s Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
12-0510-01	2024	REMOVED EXEMPTION- SOLD	\$ 187.50
TOTAL ABATEMENTS TO TAX ROLL			-\$ 0.00
TOTAL ADDENDA TO TAX ROLL			\$ 187.50

- F) Pursuant Jamestown Code of Ordinances, Chapter 26, Article II – Fire Department, Sec. 26-27 Notice of names of officers, “On the second Monday of May, annually, the board of fire wardens, by the direction of the fire department, shall, in writing, notify the town council the names of the chief, deputy chiefs, and other officers as may exist for recording”.

- 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: Optics of Aging (ENT-25-27)  
Date: June 5, 2025  
Location: JAC, 18 Valley Street
- 2) Applicant: Jamestown Historical Society (JHS)  
Event: Chamber of Commerce After Hours (ENT-25-26)  
Date: June 5, 2025  
Location: JHS, 93 Narragansett Avenue

## **XV. 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: Town Council  
From: Susan Maffei Plowden  
Dated: May 7, 2025  
Re: US Coast Guard proposed Buoy removal:  
Narragansett Bay
- 2) Copy of request: Town Council  
From: Paul Sprague  
Dated: May 8, 2025  
Re: Bond Request, Jamestown RI FTM

- 3) Copy of request: Town Council  
From: Kristan Peters-Hamlin  
Dated: May 13, 2025  
Re: Bond Request, Jamestown RI FTM
  - 4) Copy of request: Town Council  
From: Jemma Craig  
Dated: May 13, 2025  
Re: Bond Request, Jamestown RI FTM
  - 5) Copy of letter to: Town Council/Town Clerk Roberta J. Fagan  
From: Newport Rhode Island Elks Lodge No. 104  
Dated: May 1, 2025  
Re: Jamestown Golf Club /New England Golf Management
  - 6) Copy of report to: Town Council  
From: RI Interlocal Risk Management Trust  
Dated: April 10, 2025  
Re: The Trust's 2024 Annual Report – Your Safety Net.
- B) Proclamations and Resolutions from other Rhode Island Cities and Towns
- 1) Resolution of the Town of New Shoreham Opposing a Statewide Non-Owner-Occupied Property Tax, R-08-2025
  - 2) Proclamation of the Barrington, National Public Works Week May 18-24, 2025, "People, Purpose, Presence".
  - 3) Resolution of the Town of Barrington, Barrington Town Council Resolution Supporting the 2025 Composting and Organic Waste Diversion Act (H-5195/S-0104).
  - 4) Resolution of the Town of Barrington in Support of Senate Bill S-57 and House Bill H-5393 Regarding the Maintenance of Sidewalks.
  - 5) Town of Hopkinton, Resolution in Support of H 5201 – Relating to Education - The Education Equity and Property Tax Relief Act as Outlined in RIGL§16-7.2-6.
  - 6) Town of Hopkinton, Resolution in Support of H 5204 – Relating to Education - Transportation of School Pupils Beyond City and Town Limits.
  - 7) Town of Hopkinton, Resolution in Opposing S0851, Relating to State Affairs and Government- Tourism and Development.
  - 8) Town of Hopkinton, Resolution of the Hopkinton Town Council, Opposing Specific Land Use Legislation Proposed in the Rhode Island General Assembly.

- 9) Town of Hopkinton, Resolution in Opposition of H 5887– Legislation Relating to Holidays and Days of Special Observance- Holiday.
- 10) North Smithfield School Committee Resolution, School Transportation Resolution.
- 11) Town of Warren, Resolution to the Honorable Rhode Island General Assembly Requesting an Amendment to RIGL Title 39, Chapter 2, Regarding the Duties of Public Utilities.

#### **XVI. OPEN FORUM**

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- A) Continued (If necessary)

#### **XVII. THE TOWN COUNCIL RECONVENES SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS**

#### **XVIII. EXECUTIVE SESSION- BOARD OF WATER AND SEWER COMMISSIONERS**

*The Town Council Sitting as the Board of Water and Sewer Commissioners may seek to enter into Executive Session and/or Open 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) Pending or Potential Litigation: Water Line Extension Appeal(s) status:
  - 1) Jeffrey and Deborah Saletin (Plat 7 Lot 135, 14 Seaview Avenue) for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension.
  - 2) Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue) for a water line extension.
  - 3) Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue) for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension.
  - 4) Stephen Zimmiski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue) for a water line extension.

#### **XIX. THE TOWN COUNCIL ADJOURNS FROM SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS AND RECONVENES THE OPEN SESSION.**

## **XX. 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](http://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](mailto:rfagan@jamestownri.net) not less than three (3) business days prior to the meeting. *Posted on the RI Secretary of State website on May 15, 2025.*