



TOWN COUNCIL WORK SESSION
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, January 4, 2016
7:00 PM

The public is welcome to participate in this Town Council meeting. Open Forum offers citizens the opportunity to clarify an item on the agenda, address items not on the agenda, or comment on a communication or Consent Agenda item. Citizens are welcome to speak to the subject of a Public Hearing, and are allowed to speak at the discretion of the Council President or a majority of Councilors present, or at other times during the meeting, in particular during New or Unfinished Business.

Anyone wishing to speak should use the microphone at the front of the room, stating their name and address for the record; comments must be addressed to the Council, not the audience. It is the Town Council's hope that citizens and Councilors alike will be respectful of each other's right to speak, tolerant of different points of view, and mindful of everyone's time.

I. ROLL CALL

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

III. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, RESOLUTIONS AND PROCLAMATIONS

IV. PUBLIC HEARINGS, LICENSES AND PERMITS

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.

V. OPEN FORUM

Please note that, under scheduled requests to address, if the topic of the address is available to be put on the agenda, the Council may discuss the issue

- A) Scheduled to address
- B) Non-scheduled to address

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

- A) Administrator's Report: Town Administrator Andrew E. Nota

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- A) Fort Getty/Rembijas Pavilion: discussion and/or potential action and/or vote
 - 1) Policies and Procedures for 2016 Season
 - 2) Fee Schedule for 2016 Season

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

A) Appointments & Vacancies

- 1) Beavertail State Park Advisory Committee (One vacancy with a three-year term ending date of December 31, 2018); duly advertised; discussion and/or potential action and/or vote
 - a) Letter of interest for reappointment
 - i) Neil Blitz
- 2) Jamestown Conservation Commission (Two vacancies with a three-year term ending date of December 31, 2018); duly advertised; discussion and/or potential action and/or vote
 - a) Term limit reached
 - i) Kate Smith
 - b) Letter of interest for reappointment
 - i) Michael Brown
 - c) Letter of interest for appointment
 - i) David Reardon (previously interviewed)
- 3) Jamestown Harbor Commission (One vacancy with an unexpired three-year term ending date of December 31, 2017; Two vacancies with a three-year term ending date of December 31, 2018); duly advertised; interviews conducted; discussion and/or potential action and/or vote
 - a) Current member not seeking reappointment
 - i) Edward McGuirl
 - b) Letter of interest for reappointment
 - i) Joseph McGrady (commercial mooring operator)
 - c) Letters of interest for appointment
 - i) Wayne Banks
 - ii) Daniel Wurzbacher
- 4) Jamestown Housing Authority (One vacancy with a five-year term ending date of December 31, 2020); duly advertised; interviews conducted; discussion and/or potential action and/or vote
 - a) Letter of interest for reappointment
 - i) Ernest Anthony
 - b) Letters of interest for appointment
 - i) Edward Gromada
 - ii) Cynthia Costa Wolfe
- 5) Jamestown Juvenile Hearing Board (Two Member vacancies with a three-year term ending date of December 31, 2018; Two Alternate vacancies with a two-year term ending date of December 31, 2017); duly advertised; discussion and/or potential action and/or vote
 - a) Letter of interest for reappointment - Member
 - i) Richard Mulcahey
 - b) Letter of interest for reappointment – Alternate
 - i) Barbara Szepatowski
 - c) Letter of interest for appointment – Alternate

- i) Theresa DiGiovanni (interviewed previously)
 - d) Term limit reached – Alternate
 - i) Andrew Ford
- 6) Jamestown Philomenian Library Board of Trustees (Two vacancies with a three-year term ending date of December 31, 2018); recent appointments; discussion and/or potential action and/or vote
 - a) Letters of interest for reappointment
 - i) Marianne Kirby
 - ii) Mary Lou Sanborn
- 7) Jamestown Planning Commission (Three vacancies with a four-year term ending date of December 31, 2019; One vacancy with an unexpired four-year term ending date of December 31, 2018); duly advertised; discussion and/or potential action and/or vote
 - a) Letters of interest for reappointment
 - i) Rosemary Enright
 - ii) Duncan Pendlebury
 - iii) Michael Swistak
- 8) Jamestown Tree Preservation and Protection Committee (Two vacancies with a three-year term ending date of December 31, 2018); duly advertised; interview conducted; discussion and/or potential action and/or vote
 - a) Term limits reached
 - i) Anthony Antine
 - ii) James Rugh
 - b) Letters of interest for appointment
 - i) Elaine Peterson (interviewed)
 - ii) Peter Kallman
- 9) Jamestown Zoning Board of Review (Two Member vacancies with a five-year term ending date of December 31, 2020; Three Alternate vacancies with a one-year term ending date of December 31, 2016) duly advertised; discussion and/or potential action and/or vote
 - a) Letters of interest for reappointment – Member
 - i) Joseph Logan
 - ii) Dean Wagner
 - b) Appointment of Alternates (annually)
 - i) Terrance Livingston – 1st Alternate
 - ii) Edward Gromada – 2nd Alternate
 - c) Letter of interest for appointment – 3rd Alternate
 - i) David Reardon (previously interviewed)

X. 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 approval of each item as if it had been acted upon separately.

- A) Adoption of Council Minutes
 - 1) December 17, 2015 (interviews)

- 2) December 17, 2015 (regular meeting)
- 3) December 17, 2015 (executive session)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Harbor Commission (10/14/2015)
 - 2) Jamestown Harbor Commission (11/12/2015)
 - 3) Jamestown Housing Authority (01/20/2015)
 - 4) Jamestown Housing Authority (02/18/2015)
 - 5) Jamestown Housing Authority (03/11/2015)
 - 6) Jamestown Housing Authority (04/19/2015)
 - 7) Jamestown Housing Authority (05/20/2015)
 - 8) Jamestown Housing Authority (06/13/2015)
 - 9) Jamestown Housing Authority (07/15/2015)
 - 10) Jamestown Housing Authority (09/16/2015)
 - 11) Jamestown Housing Authority (10/21/2015)
 - 12) Jamestown Housing Authority (11/12/2015)
 - 13) Jamestown Traffic Committee (11/17/2015)
 - 14) Jamestown Tree Preservation & Protection Committee (10/27/2015)
- C) CRMC Notices
 - 1) January 2016 Calendar
 - 2) Notice of Proposed Rule-Making Public Hearing for Management Procedures Sec. 5.9 Presentation of Expert and Lay Testimony on Tuesday, February 9, 2016 at 6:00 p.m., Conference Room A, One Capitol Hill, Providence
- D) Abatements/Addenda of Taxes

Total Abatements: \$24,333.66 Total Addenda: \$17,875.97

 - 1) Properties – Abatements to 2015 Tax Roll

	<u>Account/Abatement Amount</u>
a)	01-0470-95 \$ 3,605.07
b)	02-1675-00 \$ 2,365.14
c)	02-1774-70 \$ 3,602.57
d)	03-0370-00 \$ 5,181.08
e)	18-0742-10 \$ 2,722.68
f)	19-0840-40 \$ 129.94
g)	19-1267-01 \$ 2,107.20
h)	22-0060-50 \$ 4,619.98
 - 2) Properties – Addenda to 2015 Tax Roll

	<u>Property/Addenda Amount</u>
a)	07-0269-41 \$ 5,181.08
b)	08-1081-15 \$ 3,602.57
c)	10-0400-05 \$ 2,365.14
d)	14-0060-15 \$ 2,107.20
e)	14-0070-00 \$ 4,619.98

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

- A) Communications
 - 1) Notice of Master Plan Information Meeting for application of Jamestown Terrace, 138 Narragansett Avenue, Plat 8 Lot 79, owned by Holy Ghost Society, Applicant Douglas Enterprises, LTD for Comprehensive Permit for low and moderate income housing, a Major Land Development Project for 16 units (4 are low and moderate income restricted units), 2 buildings, Special Use Permit for Multi-Family Development Proposal with Variances on January 6, 2016 at a meeting of the Jamestown Planning Commission, sitting as the Local Review Board pursuant to RIGL §45-53 Low and Moderate Housing Act, beginning at 7:00 p.m. in the Jamestown Town Hall Town Council Chambers at 93 Narragansett Avenue in Jamestown
- B) Resolutions and Proclamations from other Rhode Island cities and towns
 - 1) Resolution of the Charlestown Town Council in Support of Legislation on Controlling Blasting

XII. AGENDA ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

XIII. EXECUTIVE SESSION

The Town Council may seek to go into Executive Session to discuss the following items:

- A) Pursuant to RIGL §42-46-5(a) Subsection (1) Personnel; discussion and/or potential action and/or vote in executive session and/or open session

XIV. 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.

In addition to the two above-mentioned locations, notice also may be posted, from time to time, at the following location: Jamestown Police Station; and on the Internet at www.jamestownri.gov.

ALL NOTE: This meeting location is accessible to the physically challenged. 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 cfernstrom@jamestownri.net not less than three (3) business days prior to the meeting.



TOWN OF JAMESTOWN

93 NARRAGANSETT AVENUE
P.O. Box 377
JAMESTOWN, RHODE ISLAND 02835

Town Offices - 423-7201
Fax - 423-7229

TO: HONORABLE TOWN COUNCIL
FROM: ANDREW E. NOTA, TOWN ADMINISTRATOR
SUBJECT: TOWN ADMINISTRATORS REPORT
DATE: January 4, 2016

The following information is provide as part of the January 2016 Administrators report. Please advise if you should have any questions or require additional information on any of the matters noted.

- 1) Environmental Scientist and GIS Coordinator Position: This position is scheduled to become vacant as of January 23, 2016. In the interim, a thorough evaluation of this position was conducted of the duties and responsibilities as performed by the employee in this role. The position has been posted as of December 29, 2015 and the application period will remain open until filled. Included with this report is a copy of the job description that has been slightly modified to encompass those functions and support provided by this position that were previously not addressed in the prior job description. The position will remain within the Public Works Department, although maintain close ties with the Planning Department and Information Technology.
- 2) Golf Course Clubhouse: In recent weeks, Town staff have reengaged Bill Burgin, from Burgin, Lambert Architects who was hired to evaluate and design a replacement clubhouse facility to meet the future needs of the Town's Golf Course. After having slowed progress on this project due to other capital priorities in the community, the Town staff is now moving forward with the Architect to complete a design, inclusive of a main clubhouse facility, reduced in overall size from what exists today, with various add – alternates to this base plan. These alternates will include the following: 1) a second floor area for use by the operator as additional seating area and/or event space, 2) an outdoor open air pavilion for use seasonally for events, tournaments and overflow outdoor seating, and 3) an equipment storage barn, as the property lacks sufficient maintenance space to house the fleet of equipment used to support the course. These alternates will be part of a broader discussion included with an RFP for the next Golf Course lease, tentatively to be released sometime later this winter/spring. This discussion will directly involve the next Course Operator and a partnering opportunity with the Town in the development of one or more of the alternates as noted above. The focus of the Town at this stage is to begin the process for replacing the existing Clubhouse facility and working closely with the Course Operator in developing the additional support facilities necessary for the Course to remain a vibrant operation for decades to come. The 2016 season represents the last year of the present lease, so time is now of the essence in moving this initiative forward in the design process.

- 3) The Rhode Island Interlocal Risk Management Trust announced is 29th Annual Dinner Meeting on Thursday, January 21, 2016 at the Crowne Plaza Hotel in Warwick. This year's program includes, a Trust Member Seminar on "Ethical Decision Making", by Gorham Graham, from Graham Research Consultants. This topic will cover a ten step process to demonstrate a technique to make better, ethical decisions and to consider the effect of the decision on yourself as the decision maker, anyone else potentially involved, and the impact on your actions on the organization and your profession. This session begins at 4:30pm, followed by a Reception at 6:00pm and the Dinner Meeting at 7:00pm.

Also, this year's Keynote Address will cover the "Seven Rules of Admiral Hyman Rockover". The Admiral was known as the, "father of the Nuclear Navy" and he developed rules for success in dealing with the risks he faced in working with nuclear power. Instead of focusing on after-incident damage control, he focused his efforts on prevention of mistakes through proper management of risk.

- 4) A joint meeting has been established with the School Administration and RI Interlocal Risk Management Trust representatives on Monday, January 11, 2016 regarding an Irrevocable Trust program that targets future Other Post Employment Benefits Liability (OPEB). Once sufficient research and discussion has occurred at the staff level and between the Town and School Administrations, a proposal will be presented to the Council for your consideration. This program would be limited to addressing OPEB liability that exists within the School Department and for the Police Department. All other municipal employees do not receive Post Employment Benefits. Enclosed is some preliminary information on the Trust's program for your review.

If anyone has a question regarding these items, please contact me at your earliest convenience.

Environmental Scientist / GIS Coordinator

General Purpose:

The Town of Jamestown is seeking applications for the position of Environmental Scientist / GIS Coordinator in the Public Works Department. The successful candidate will be responsible for assisting the Public Works Director in the administration of the Onsite Wastewater Management Program, Phase II Stormwater Program, and the operation of a Town-wide GIS program. In addition to GIS the applicant should have a general knowledge of IT systems and be able to provide technical assistance to the IT contractor. The position will also be responsible for assisting the Public Works Director, Town Planner, and Building Official with the review of development plans, construction inspections, investigating complaints, and assisting the public with the local permitting process.

Duties and Responsibilities:

- Management of Onsite Wastewater Management Program;
- Management of Phase II Stormwater Requirements;
- Management of EPA Capacity, Management, Operation and Maintenance (CMOM) Requirements;
- Advise and assist the public, developers and contractors with local ordinances and standards;
- Review of development plans for building official, planning, and zoning boards;
- Assist with inspections of development projects for conformance with Conditions of Approval;
- Provide technical support to other department staff;
- Ensures the timely implementation of GIS-related projects;
- Assists in the development and management of GIS project plans including defining requirements, tasks, and resource assignments, ensuring that approved quality levels and deadlines are met;
- Prepares GIS project plans and schedules to include coordinating resources, tasks, and work assignments;
- Develops standards for GIS deployment and use within the Town;
- Provides technical guidance and assistance to staff;
- Update and manage document, content, and cloud databases;
- Serves as a liaison with GIS vendors for the proper acquisition, installation, operation and maintenance of GIS and IT related resources;
- Maintains expertise in GIS related software and technologies;
- Maintains general knowledge in IT software and technologies;
- Ensure that Permitting, Planning, and Asset Management systems must have the latest GIS data;
- Ensure that staff using GIS has training and technical support as needed;
- Interface with other departments or outside agencies regarding future GIS projects;
- Work with minimal staff and budget to achieve the City's GIS goals;
- Perform various tasks as directed by the Public Works Director and Town Administrator.

QUALIFICATIONS

Specialized Knowledge:

- GIS mapping software products including ESRI ArcGIS, Trimble Pathfinder Office, and Autodesk AutoCAD Civil. A successful candidate should be familiar with the data requirements and discrepancies of each system;
- Principles and practices of onsite wastewater disposal design, operation, and maintenance;
- General principles of stormwater management and design;
- Familiarity with the grant writing process and general requirements and ability to develop and submit specialized grant applications and provide support to various town departments.

Abilities:

- Understand emerging GIS technologies and their application to improve Town services;
- Analyze complex problems, evaluate alternatives, and make sound, well-structured recommendations and decisions;
- Prepare and present clear and well-organized written and oral reports to Town Council, administration and other groups as required;
- Explain GIS-related technical issues and concepts to non-technical staff;
- Use the Internet, remote communications, and other advanced tools to increase productivity and perform job function;
- Establish and maintain effective working relationships with subordinates, peers, superiors, vendor representatives and clients;
- Plan, manage, and implement GIS-related projects; assessing progress and making appropriate corrections to keep projects on track;
- Assess the spatial needs of Departments and recommend solutions;
- Work with various skilled staff from other departments or outside agencies;
- Read, analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations;
- Strong written and verbal communication skills;
- Communicate clearly and courteously with general public and staff;
- Organize and manage fluctuating workloads.

Special Requirements:

- RI Driver's License;
- Must be physically capable of working in the field and in varying conditions;
- Must be able to work in adverse weather conditions for extended periods.

Minimum Education and Experience:

Education

A Bachelor's degree in GIS, Environmental Science, Geography, Earth Science, Engineering, Computer Science or a related field from an accredited college or university.

Experience

1-4 years of relevant experience with geographic information systems, including analysis and database development, along with relevant experience specializing in environmental field with experience

THE TRUST OPEB FUNDING PROGRAM

FINANCIAL STABILITY • STRENGTH IN NUMBERS • A NAME YOU CAN TRUST

In partnership with Public Agency Retirement Services (PARS), The Trust has established a comprehensive and cost-effective Other Post Employment Benefits (OPEB) Funding Program. Participating Members will have the security of oversight by The Trust and a "one-stop shop" for OPEB prefunding.



COMPREHENSIVE SERVICE AND SUPPORT

The Trust's OPEB Funding Program is available to all Rhode Island municipalities and school districts. The Trust will provide legal and compliance oversight, as well as full service and support for Member entities within this Program.

STRENGTH IN NUMBERS

Under a common administrative framework, The Trust OPEB Funding Program provides participating Members with a trusted solution to proactively address their OPEB liabilities and risks that is far more economical and efficient than each local governmental unit attempting to coordinate the same independently.

FLEXIBILITY AND CONTROL

Each Member maintains their own separate accounts providing them with full discretion regarding their contribution amounts and timing.

ONGOING COMPLIANCE

The Trust OPEB Funding Program is structured as a multiple-employer trust in accordance with Section 115 of the Internal Revenue Code. It complies with GASB 45 as an irrevocable exclusive benefit trust solely to fund retiree health care benefits.

PUBLIC SECTOR EXPERTISE

The Trust has the distinction of being the only insurance and risk management organization in Rhode Island that has the staff expertise, experience and tools necessary to provide public sector entities with a highly-focused program, coverage and service.

LOWER FEES AND COSTS

The Trust OPEB Funding Program offers a low-cost fee structure based on a percentage of assets. Each Member benefits from the economies of scale that develop over time as more and more Members participate in the Program.

SCOPE OF SERVICES

Consulting/Analytical Services

- Initiate and coordinate actuarial valuation process
- Coordinate volume based discounts on actuarial valuation for qualified Members

Implementation Services

- Provide signature ready documents, including draft staff report/summary, draft resolution, adoption agreement, trust agreement, administrative services agreement and plan document
- Provide ongoing training and support for Members

Investment Services

- Provide 3 investment portfolio options specifically developed for OPEB prefunding
- Provide professional investment management services
- Provide detailed quarterly investment reports

Trustee Services

- Safeguard assets for exclusive benefit of Members and eligible employees/beneficiaries
- Receive contributions from Members
- Invest contributions according to the Member's selected investment strategy
- Reimburse Members, eligible employees/retirees/beneficiaries or pay health care providers directly for retiree health care premiums

Ongoing Administration Services

- Maintain detailed accounting records, including individual record keeping of Member's contributions, assets, distributions/reimbursements, expenses and earnings
- Provide monthly account statements to Members
- Monitor Program compliance with federal and state laws
- Coordinate distributions/reimbursements
- Coordinate annual audits of the Program

The Trust



FREQUENTLY ASKED QUESTIONS

The Trust OPEB Funding Program

Are there minimum contributions or funding requirements?

There is no minimum required contribution or funding requirements with The Trust OPEB Funding Program. We understand that budgetary and fiscal circumstances change. With The Trust OPEB Funding Program, contribution amounts and timing are decided by you and what fits your needs at the time. You can contribute one year and not the next.

Are there start-up costs or penalties to leave The Trust Program?

There are no start-up costs or termination fees for leaving The Trust Program. We simply require a 30-day notice period for funds to be transferred.

Is it worth participating in The Trust OPEB Funding Program if we can't contribute significantly?

When it comes to planning and pre-funding your OPEB obligation, something is always better than nothing. Even investing a small amount can yield positive returns and result in higher discount rates on your actuarial valuation, thus reducing the overall liability. And since multiple entities join a common investment pool with The Trust OPEB Funding Program, there are economies of scale—so no contribution is too small to be managed. Additionally, under GASB 45, your assets within The Trust Program will offset the OPEB liability on your financial statement. And credit rating agencies look more favorably on public entities that adopt an irrevocable trust and pre-fund their OPEB liability.

We are not comfortable with placing the funds in an irrevocable fund, especially if we experience a financial down turn.

An important thing to remember about GASB-compliant OPEB trusts is that funds are revocable for retiree health care expenses but irrevocable for anything else. This means that at any time, the funds you put into your trust account can be used for OPEB costs such as reimbursing the current or past "pay-as-you-go" or your Actuarial Valuations.

How do we join The Trust OPEB Funding Program?

The process to join The Trust OPEB Funding Program is simple. Your governing board votes to join The Trust Program, and then designates the Treasurer to sign our signature ready documents. U.S. Bank will then open your trust account and funds can be contributed thereafter.

Why use The Trust OPEB Funding Program documents?

The Trust OPEB Funding Program has already created legally compliant trust documents, so you don't have to spend time and legal fees on developing them yourself. Not only are The Trust OPEB Funding Program trust documents IRS-approved to validate that income earned on the trust is non-taxable, they are also GASB 45 compliant (irrevocable, dedicated to OPEB, protected from creditors). Additionally, The Trust OPEB Funding Program maintains ongoing trust document compliance with state and federal laws.

What will be our responsibilities?

After signing program documents, your only ongoing responsibilities are: contribution of funds to the trust, submission of disbursement requests, and monitoring account and investment activity reports.

Why use an outside trustee/custodian?

It reduces the risk and liability of the treasurer. A corporate trustee (federally chartered bank) such as U.S. Bank is highly regulated and must adhere to the trust agreement and ensure the trust is managed for the benefit of employees, retirees, and beneficiaries. A treasurer and municipality might not have the professional expertise nor want the responsibility of ensuring this level of trust compliance.

Who administers The Trust OPEB Funding Program?

The Rhode Island Interlocal Risk Management Trust is the program sponsor and coordinator. Public Agency Retirement Services (PARS), a national leader in OPEB trust administration, is the Trust Administrator and provides recordkeeping, reporting, administration, compliance monitoring, and consulting. U.S. Bank, the largest trustee of OPEB assets in the nation, is the Trustee and Custodian. Vanguard is the Investment Manager.

How are The Trust OPEB Funding Program assets invested?

The Trust Funding Investment Committee works with Vanguard and manages the investment pools which are comprised of institutional class index-based mutual funds (conservative target equity 35%, moderate target equity 53%, and growth target equity 69%). Each Member has its own separate trust account. Assets are pooled only for investment purposes. There is no cross sharing of earnings or liabilities.

How can I take a disbursement from the trust?

With The Trust OPEB Funding Program, you simply need to submit a disbursement form with verification that funds are used for OPEB. Disbursements can be used to reimburse a municipality or school district for current or past OPEB payments, pay healthcare providers or premiums directly, or reimburse/pay eligible retirees.

Who can I call with questions about The Trust OPEB Funding Program?

Colleen Bodziony
Rhode Island Interlocal Risk Management Trust
Director of Operations & Member Services
Email: cbodziony@ritrust.com
Tel: (401) 438-6511 ext. 512

Kathryn Cannie
Public Agency Retirement Services (PARS)
Senior Consultant
Email: kcannie@pars.org
Tel: (617) 549-6555

PUBLIC
AGENCY
RETIREMENT
SERVICES

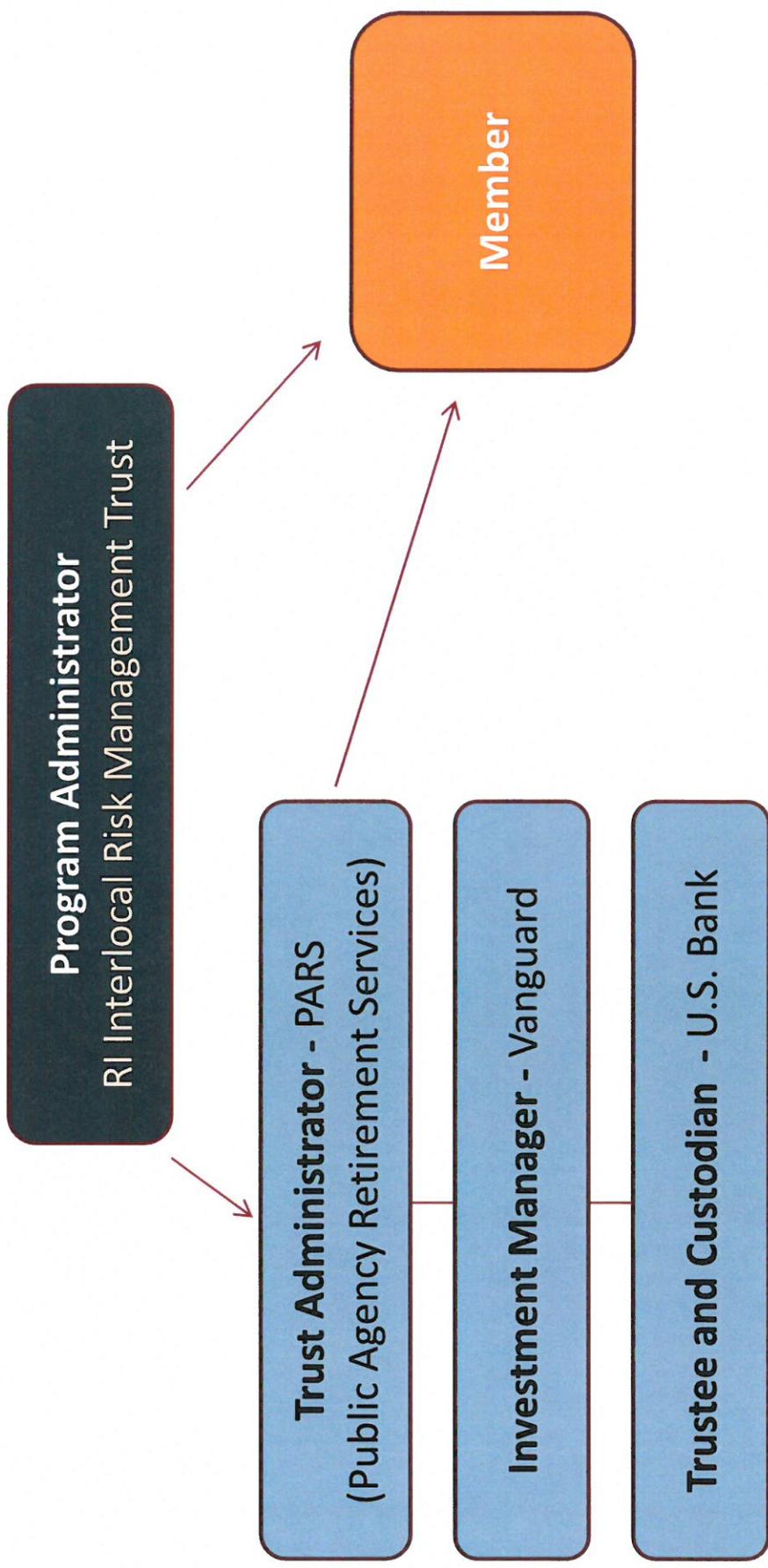
PARS

TRUSTED SOLUTIONS. LASTING RESULTS.

The Trust OPEB Funding Program

December 2015

What is The Trust OPEB Funding Program?



The Trust OPEB Funding Program Team

- **Rhode Island Interlocal Risk Management Trust: Program Sponsor**

The Trust designed and sponsors The Trust OPEB Funding Program and makes available to all municipalities and school districts in Rhode Island. The Trust provides oversight of the Program, Member services, other services and support for Member entities within this Program.

- **Public Agency Retirement Services: Trust Administrator**

Public Agency Retirement Services (PARS) provides support to The Trust in the areas of implementation, administration, recordkeeping, compliance monitoring and consulting services for the OPEB Funding Program and to Members of the program. PARS administers large multiple employer trusts, including OPEB trusts, to public entities across the United States.

- **Vanguard: Investment Manager**

Vanguard provides investment management services for The Trust OPEB Funding Program. With \$3 trillion in assets under management, Vanguard is one of the world's largest investment management firms offering investment services and products to individuals, financial advisors/intermediaries and institutional investors. Currently managing over \$420 million in OPEB Trust assets, Vanguard offers three low-cost, passively-managed portfolios developed exclusively for PARS' OPEB trust programs.

- **U.S. Bank: Trustee and Custodian**

U.S. Bank serves as Trustee to The Trust OPEB Funding Program and therefore safeguards all the assets. U.S. Bancorp, with OPEB assets over \$3 billion, is the 5th largest commercial bank in the United States and also the largest trustee of OPEB assets nationwide. The U.S. Bank Institutional Trust & Custody division offers more than 100 years of trust experience and fiduciary oversight.

How Is The Trust OPEB Funding Program Structured?

Internal Revenue Code Section 115, Multiple Employer, Irrevocable Trust compliant with federal and state laws and regulations:

- **GASB 45 compliant** – Under GASB 45, for a contribution to be considered an asset and offset a liability, the following requirements must be met:
 - Contributions must be **irrevocable**
 - Be for **retiree healthcare benefits only** such as medical, dental, vision, etc. (OPEB)
 - **Assets cannot be accessed** by creditors

- **IRS compliant** – Trust has an IRS Private Letter Ruling so that each participating Member is covered with critical ***IRS tax-exempt status***. This ensures that earnings and contributions are not taxable.

- **RI law compliant** – The trust satisfies Rhode Island law and has been vetted by RI attorneys, Pannone, Lopes, Devereaux & West LLC and by attorneys from State of Rhode Island.

Why Pre-Fund Your OPEB Liability?

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1. Investing assets can result in a **greater rate of return** which then leads to lower liabilities
2. Contributions into the trust are **assets** that offset liabilities on financial statements
3. Credit rating companies **look more favorably** on agencies who adopt an irrevocable trust and pre-fund
4. GASB Statement 75 **will require liabilities to be on the balance sheet** from 2017 onwards (much like GASB 68 with pensions)
5. Pre-funding now means **future taxpayers and employees** will not bear a disproportionate **burden of the costs**
6. Keeps the promise by **helping ensure that benefit will be there in the future**
7. Assets can be used as a **budget stabilization tool** so that in future years, rising OPEB costs will not impact key public services

What is the Impact of Pre-Funding?

Member XXXX Actuarial Results

Valuation Date: Fiscal Year June 30, 2012	Pay-As-You-Go Discount Rate: 4.00%
Actuarial Accrued Liability (AAL)	\$4,332,008
Actuarial Value of Assets	\$739,870
Unfunded Actuarial Accrued Liability (UAAL)	\$3,592,138
Annual Required Contribution (ARC)	\$420,724
Benefit Payments (2014)	\$98,933

Rule of Thumb: For every 1% increase in discount rate, liabilities are lowered by about 10-12%

Why Join The Trust OPEB Funding Program?

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- “Turn-key” comprehensive approach
- **Efficient** model with **economies of scale**
- Security of **oversight by The Trust**
- **Experienced** OPEB Trust service providers
- **Flexible investment options** with fiduciary protections
- **Personalized service** provided to individual member
- **Fast, simple implementation process** with signature ready documents
- **Easy exit** with 30 day notice
- Individual member accounts with **no sharing of liabilities**

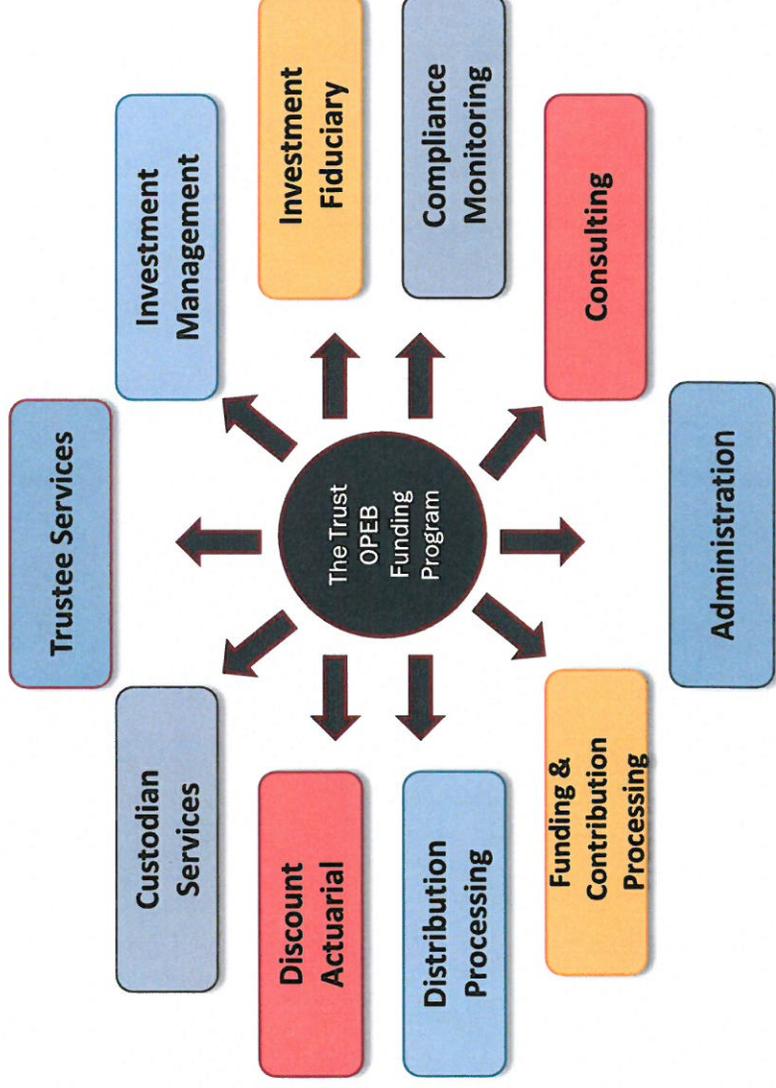
Why Join The Trust OPEB Funding Program?

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- **No start-up fees**
- **No minimum fees or minimum contributions**
- **No IRS application process and legal fees**
- **Local control** - each member determines its own actuarial assumptions, methods, and valuation timing
- **Regular reporting** - monthly statements, quarterly reports, and periodic onsite reviews
- **Ongoing compliance costs reduced**
- **Fees that decrease as assets grow**
- **Low investment management expenses**

What Services Does The Trust OPEB Funding Program Provide?

The Trust OPEB Funding Program is a “one-stop shop” for OPEB pre-funding that includes the following services:



How Are Funds Invested?

Members can invest their assets in one of **three investment pools** which have been designed specifically by Vanguard for The Trust OPEB Funding Program. These portfolios include:

Portfolio	Target Equity
Conservative	35%
Balanced	53%
Growth	69%

- Assets are pooled for economies of scale but there is no cross sharing of earnings or liabilities
- Members receive monthly statements and quarterly investment reports
- Portfolios use Vanguard's institutional class, index-based mutual funds and have very low weighted expense ratios – *0.09% for the conservative and balanced portfolios, and 0.08% for the growth portfolio*

What Are The Fees?

OPEB TRUST ADMINISTRATION/CONSULTING FEES

PROVIDER	PLAN SET UP FEE	ONGOING
PARS	None	<p>0.25% for assets \$0-\$10 million</p> <p>0.20% for assets \$10-15 million</p> <p>0.15% for assets \$15-50 million</p> <p>0.10% for assets over \$50 million</p>

PARS will allocate a portion of its fees to be remitted to The Trust to be applied toward the cost of managing and operating the Program. Trust Administration Fees are based on assets in individual Member's account.

TRUSTEE/INVESTMENT MANAGEMENT FEES

PROVIDER	TRUSTEE FEES	INVESTMENT MANAGEMENT FEES
U.S. Bank/Vanguard	<p>0.05% on first \$25 million</p> <p>0.04% on next \$25 million</p> <p>0.03% over \$50 million</p>	<p>0.07% for assets under \$50 million</p> <p>0.04% for assets \$50-\$150 million</p> <p>0.03% for assets \$150-\$250 million</p> <p>0.01% for assets \$250-\$500 million</p> <p>0.005% for assets over \$500 million</p>

Trustee and Investment Management Fees are based on combined assets of all participants within selected investment portfolio and therefore expected to decrease over time with asset growth in such portfolios.

Hypothetical Program Cost

The following shows the monthly program fees based on an initial \$500,000 contribution. Please note that this calculation is based on a flat dollar amount and does not take into account investment returns.

- PARS Fees
 - $(\$ 500,000 \times 0.25\%) / 12 \text{ months} = \104.17
- U.S. Bank Fees
 - $(\$ 500,000 \times 0.05\%) / 12 \text{ months} = \20.83
- Vanguard Fees
 - $(\$500,000 \times 0.07\%) / 12 \text{ months} = \29.17
- TOTAL = \$154.17**

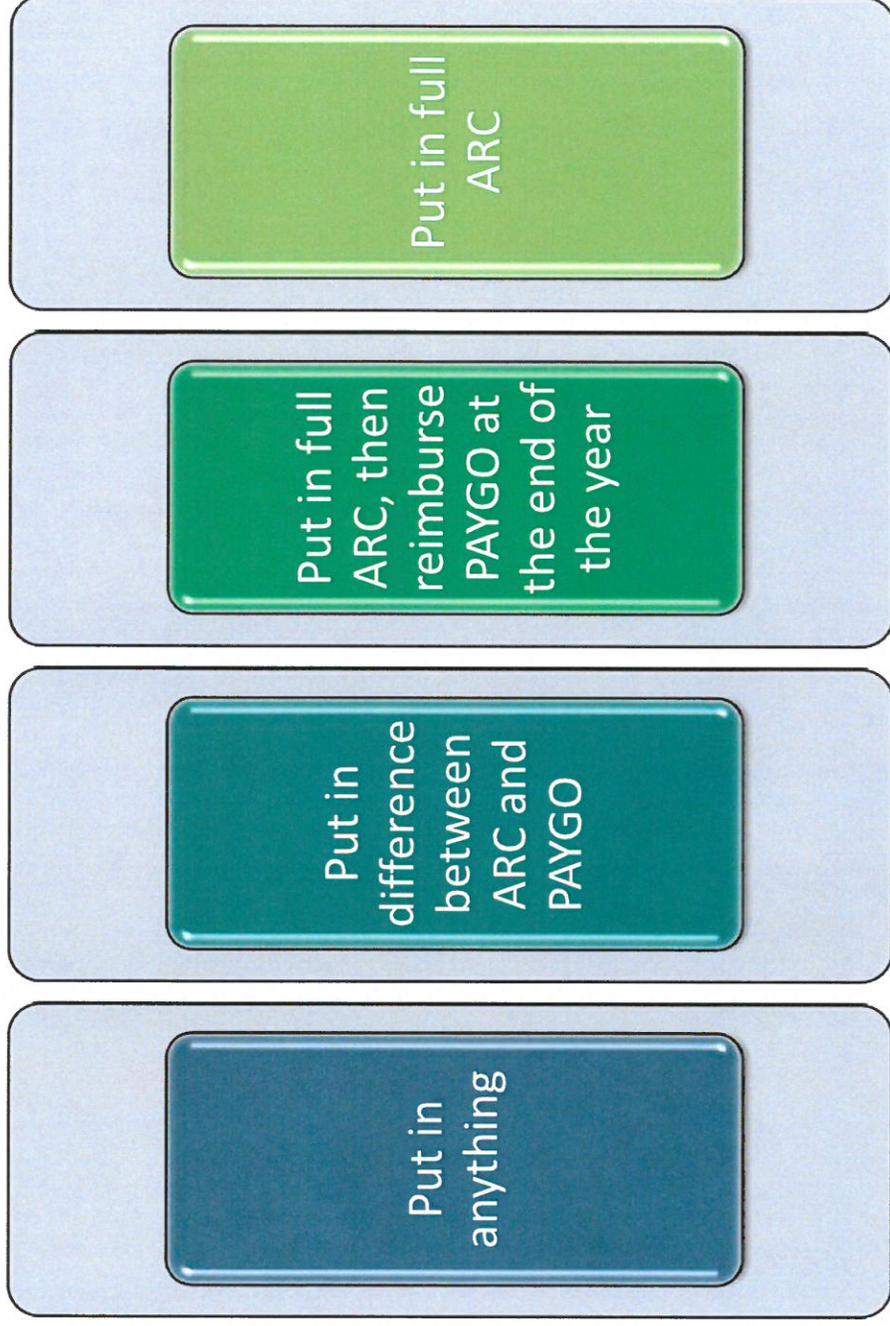
Program Cost - Hypothetical

13

The following shows the total monthly program fees at various hypothetical asset levels. Please note that these calculations are based on a flat dollar amount and do not take into account investment earnings or losses.

□	\$500,000	=	<u>\$154.17</u>
□	\$750,000	=	<u>\$231.25</u>
□	\$1,000,000	=	<u>\$308.33</u>
□	\$5,000,000	=	<u>\$1,541.67</u>
□	\$10,000,000	=	<u>\$2,666.67</u>

How Can The Trust Be Funded?



Something is always better than nothing!

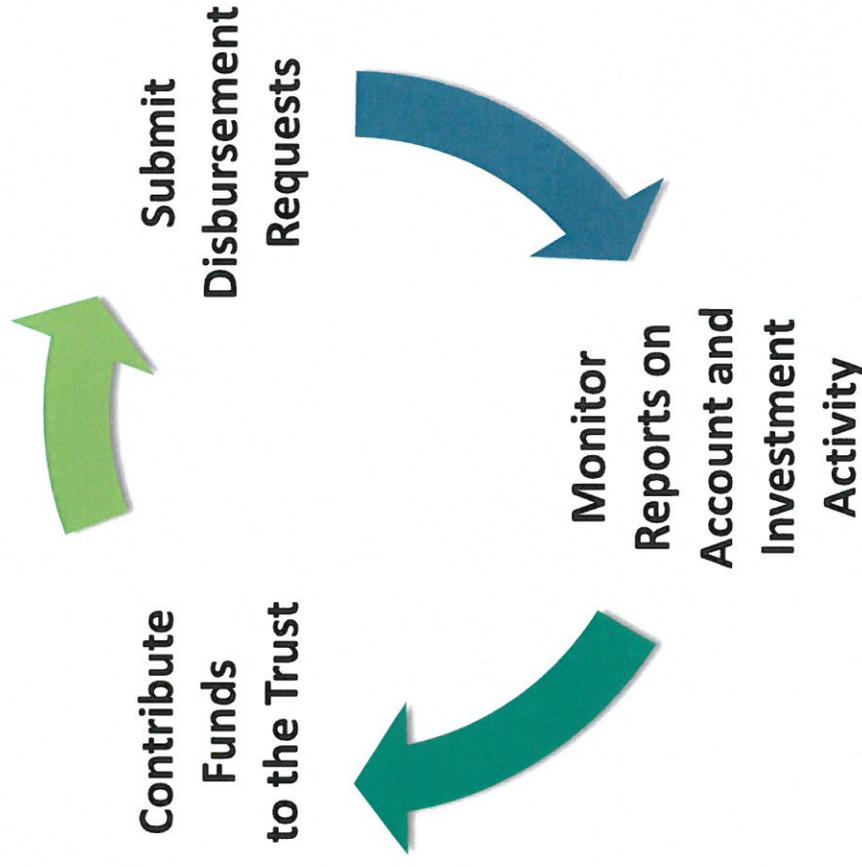
What Are Steps to Join?

Using the following process, The Trust OPEB Funding Program has been set up for simple and straightforward implementation:

- 1 • Trust documents are provided for review
- 2 • Governing board formally approves joining the Trust
- 3 • Signature-ready documents sent to Member
- 4 • Plan Administrator appointed by board signs the required documents
- 5 • The Member's individual account is set up within a week
- 6 • Once ready, the Member can begin funding into the Trust

What is Your Role?

After program documents have been signed, your main responsibilities are:





TOWN OF JAMESTOWN
Parks & Recreation Office
P.O. Box 377
41 Conanicus Ave.
JAMESTOWN, RHODE ISLAND 02835

Recreation Office (401) 423-7260
Teen Center (401) 423-7261
Fort Getty (401) 423-7211
Fax (401) 423-7229

TO: ANDREW E. NOTA, TOWN ADMINISTRATOR
FROM: ANDREW J. WADE, PARKS & RECREATION DIRECTOR
SUBJECT: 2016 LT. COL. JOHN C. REMBIJAS PAVILION FEES
DATE: December 30, 2015

Provided for your consideration is the recommended 2016 rental fees and revised reservation policies for the Lt. Col. John C. Rembijas Pavilion. The pricing change reflects the enhancements to the property for the 2016 season including the dedicated restrooms, improved walkway areas including shell and a brick paver skirt around the building, stone walls at the west and east ends of the pavilion, additional landscaping with benches and an outdoor grill. The fees were derived from all cost factors that are encumbered by the town for the operation of the facility.

The attached packet outlines the facility, fee structure, and reservation policies for the Pavilion.

Below please find the recommended change in fees from 2015 to 2016.

2015 Rembijas Pavilion Fees

<u>USER</u>	<u>Monday-Thursday</u>	<u>Friday-Sunday</u>
Jamestown Residents:	\$200	\$300
Non-Jamestown Residents:	\$400	\$600

Recommended 2016 Rembijas Pavilion

<u>USER</u>	<u>Monday-Thursday</u>	<u>Friday & Sunday</u>	<u>Saturdays</u>
Jamestown Resident	\$500	\$600	\$750
Non-Resident	\$750	\$1000	\$1200
Local Non-Profit	\$300	\$400	\$750
Out of Town Non-Profit	\$500	\$600	N/A

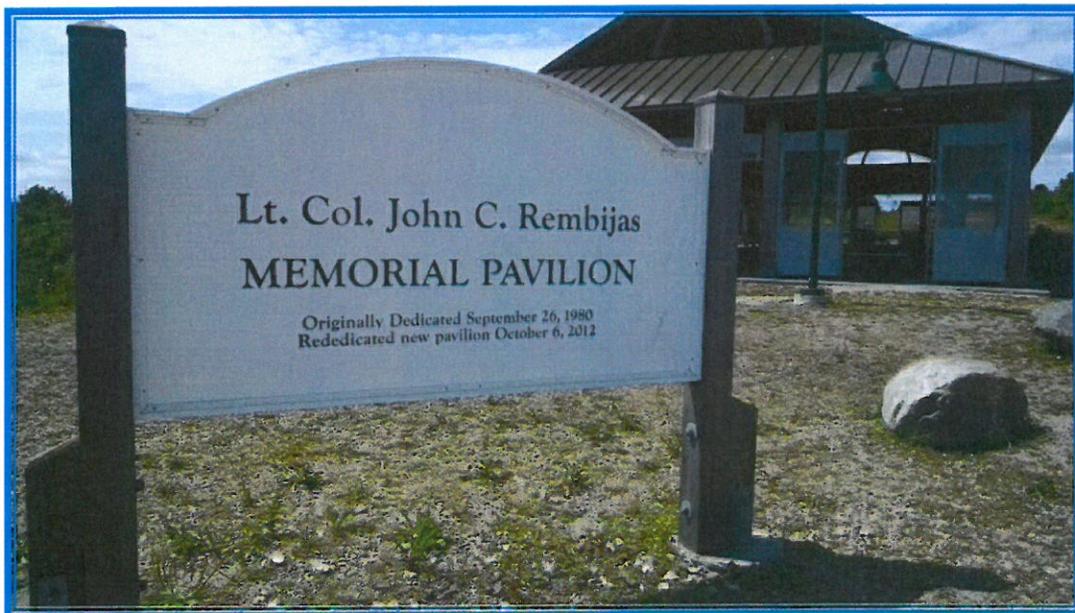
Town Of Jamestown

Rhode Island



Rembijas Pavilion

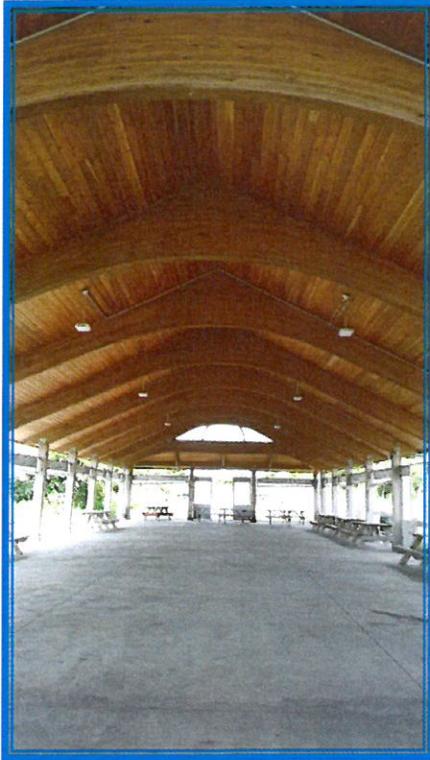
Rental Policies & Pricing 2016



Inside This Packet:

- ~ Rental Season Dates
- ~ Facility Rates
- ~ Rules and Regulations
- ~ Property Features
- ~ Rental Application

Jamestown Parks & Recreation
41 Conanicus Avenue
Jamestown, RI 02835
Pavilion Reservation Office
401-423-7260



LT. JOHN C. REMBIJAS PAVILION AT FORT GETTY

The Lt. Col. John C. Rembijas Pavilion is named after a former Jamestown Building Official who spearheaded the effort to construct the pavilion to create a space for families to gather and have celebrations for many of life's special occasions. Originally built in 1978, the structure received a complete overhaul in 2013 after a harsh winter storm damaged the pavilion. The new structure, designed by a local Jamestown architect Andrew Yates, is as beautiful as the views the property offers its patrons. The facility is operated by the Town of Jamestown Parks and Recreation office and can be reserved for use typically from mid-May to mid-October.

PAVILION AMMENITIES

- 4800 SQ FT COVERED OPEN AIR PAVILION WITH CONCRETE FLOORING. PICNIC TABLE SEATING FOR 200 PROVIDED. ADDITIONAL SEATING MAY BE PROVIDED BY THE LESSEE.
- RESTROOMS - NEW TO 2016, A PAIR OF PERMANENT FULLY FUNCTIONING RESTROOMS HAVE BEEN CONSTRUCTED ADJACENT TO THE PAVILION.
- WATER & ELECTRICITY IS AVAILABLE ONSITE FOR CATERING AND ENTERTAINMENT NEEDS.
- 2 LARGE CHARCOAL STOVES ARE LOCATED ONSITE FOR USE.
- WIND CURTAINS MAY BE DROPPED DOWN TO PROTECT YOUR EVENT FROM THE WIND OR RAIN.
- ROCKY BEACH - A NATURAL ROCKY BEACH IS LOCATED NEXT TO THE PAVILION WITH VIEWS OF NARRAGANSETT BAY.
- FREE PARKING INSIDE FORT GETTY. NO PARKING FEE WILL BE CHARGED TO ANYONE ATTENDING THE PAVILION FOR A FUNCTION.

LT. COL. JOHN C. REMBIJAS PAVILION

USER FEE SCHEDULE

Facility User Fee	Monday-Thrusday	Friday & Sunday	Saturdays
Jamestown Resident	\$500	\$600	\$750
Non-Resident	\$750	\$1000	\$1200
Local Non-Profit	\$300	\$400	\$750
Out of Town Non-Profit	\$500	\$600	N/A

*Weekday Holiday Rates - Same as Friday and Sunday Rates

Facility user fee includes a five (5) hour event with and additional two (2) hours for set up and one (1) hour for take down and clean up. Total time of use is eight (8) hours. All Pavilion events must be concluded by 10pm.

Additional Miscellaneous Fees

Event overtime in excess of the 5 hours allowed: \$150 per hour (minimum of 1hr)
Must be requested and paid for at least 48 hours prior to event

Additional Pre and Post Event Access: \$50 per hour
For additional set up, decorating, clean up or take down time that may be required in excess of the 8 hour allowance

Pavilion Attendant - Included in Base User Fee

Clean Up

Users are required to leave the Pavilion "broom" clean and in good order along with removal of trash and litter from the area and properly place in the pavilion's dumpster. All picnic tables if moved are to be placed back to original locations.

Tables & Chairs

Seating for 200 persons is provided in the form of picnic table seating. If different seating is desired, it is the responsibility of the lessee to move existing table and replace after the event concludes.

Deposits

A non-refundable user fee deposit of \$250 for Jamestown residents and a completed and signed application are required to secure a date at the Pavilion. If not a Jamestown resident a non-refundable user fee deposit of \$400 and a completed and signed application are required to secure a date at the Pavilion. A \$400 damage/security deposit along with remaining user fees is due 30 days prior to the scheduled event. Damage/security deposit will be returned following the event provided there is no damage to the facility or additional fees due. Users may not transfer their approved date of use to another user.

LT. COL. JOHN C. REMBIJAS PAVILION

RULES FOR PRIVATE USE

The Lt. Col. John C. Rembijas Pavilion, a Town of Jamestown facility, is available for use by individuals, businesses, and organizations in accordance with the following rules and guidelines. The Parks and Recreation Department is responsible for the use of the pavilion. As an important Town resource, these rules and guidelines have been established to insure that future generations will be able to use and enjoy this facility.

RESERVATION POLICY

The Pavilion is available for rent mid-May until mid-October .

2016 Dates: May 14 - October 9

2017 Dates: May 13 - October 8

The Jamestown Parks and Recreation Office located at 41 Conanicus Ave, begins accepting reservations for the Pavilion on **October 1st by Jamestown residents** for the next 2 reservation seasons. Beginning on **February 1, non-Jamestown residents** may apply for pavilion reservations. Please return a completed application form (attached) with deposit to the Parks and Recreation Office.

The Pavilion is available for use as follows:

Monday Through Thursday	3:30pm - 10:00pm
Friday, Saturday, Sunday and Monday Holidays	12:00pm - 10:00pm

Users have exclusive use of the Lt. Col. John C. Rembijas Pavilion during their events, including the adjacent restroom facilities.

PAYMENTS, DEPOSITS, AND REFUNDS

User fees received are used to cover the costs of operating the Pavilion and to help fund continuing improvements, repairs, and renovations.

- All checks should be made payable to the Town of Jamestown, and mailed to Jamestown Parks & Recreation 41 Conanicus Ave. PO Box 377, Jamestown, RI 02835
- A completed and signed Application for Use form along with a \$250 deposit (resident), \$400 (non-resident) must be received to reserve a date and time for an event. The remaining user fee and a \$400 damage/security fee must be received 30 days prior to the event. Late payment of user fee or damage/security deposit may result in the cancelation of the event.
- Should the user cancel more than 14 days prior to the event all but the non-refundable deposit will be refunded. After the 2 week deadline, any refund will be at the sole discretion of the Town of Jamestown.

LT. COL. JOHN C. REMBIJAS PAVILION

RULES FOR PRIVATE USE

(continued)

- Lessee is solely responsible for adhering to the terms of this contract and all Rules and Regulations of Fort Getty and the Lt. Col. John C. Rembijas Pavilion. Residents may not sign for a non-resident third party.
- All organizations and/or residents leasing the Pavilion shall secure and maintain, at no expense to the Town of Jamestown, a comprehensive general liability policy with policy limits not less than \$1,000,000 per occurrence, issued by one or more companies authorized to do business in the state of Rhode Island. The Town of Jamestown shall be named as additional insured and the insurance must be maintained throughout the period of use of the permit. A copy of proof of insurance must be attached to the permit application and no permit shall be issued without this documentation.
- An immediate, non-refundable deposit of \$250.00(\$400 for non-residents) is required to secure the date. **The balance owed is due 30 days prior to the scheduled event.** There are no refunds due to inclement weather unless the park is closed by the Town of Jamestown. A returnable damage/security deposit of \$400.00 on a separate check is also required.
- The Pavilion is available to the Lessee from 12 p.m. to 10 p.m. on the day of the event. Under no circumstances shall any activity connected with the event continue beyond 10 p.m. There shall be no stapling of picnic tables or stapling or nailing into wooden pavilion columns.
- It is the responsibility of the Lessee to ensure that guests behave in an orderly manner, and that no disturbance is created at the Pavilion or ANYWHERE IN THE PARK. Lessee agrees that all food and drink will be kept in the immediate area of the Pavilion so that littering will be prevented and that noise will not exceed reasonable levels. The Parks & Recreation Department staff reserves the right to terminate any event for disturbances arising from unruliness or noise, or for violation of this lease. Loss of future rental privileges will result. The Town of Jamestown may require additional police and/or fire protection and portable sanitary facilities at Lessee's expense.
- The Lessee must ensure that the Pavilion is left clean and returned to the condition in which it was found. All Town property must be returned to the Gatehouse by 10p.m. All trash barrels must be emptied in dumpster, all decorations removed and disposed of properly, there must be no litter on the premises and all spills must be cleaned from the tables and floor. Picnic tables must be placed back where they were upon your arrival to the Pavilion. If these conditions are not met, the \$400.00 damage/security deposit will not be returned. The Lessee also agrees to reimburse the Town of Jamestown for any damage to Town property caused by this event.
- It is the responsibility of the Lessee to obtain any necessary licenses and permits (Ex. Town of Jamestown One-Day Event/Entertainment license, Department of Health Food Event Permit, etc. prior to the event date.

LT. COL. JOHN C. REMBIJAS PAVILION

RULES FOR PRIVATE USE

(continued)

- Alcohol may not be sold except by non-profit lessees after obtaining license from Town Clerk's office with the approval of the Jamestown Town Council. The Lessee and Lessee's agent agree to exercise prudent judgment in the service of alcoholic beverages and to otherwise refuse to serve visibly intoxicated persons. Lessee agrees to provide transportation for those not able to safely operate a motor vehicle due to intoxication. Further, Lessee agrees to hold the Town of Jamestown, its agents and servants harmless for any incident arising out of the consumption of alcoholic beverages.
- The Town of Jamestown, its agents and servants are not responsible for damage, injury, loss or theft of personal property of Lessee or Lessee's guests or anyone involved in the event.
- Hired services for the event are party to this agreement and subject to its terms. It is the responsibility of the Lessee to share the contents of this agreement with the band, caterer, etc.

LAWS, ORDINANCES, AND REGULATIONS

Users and their guests must abide by all laws of the State of Rhode Island, ordinances of the Town of Jamestown and the RULES FOR PRIVATE USE of the Lt. Col. John C. Rembijas Pavilion. Failure to abide by these requirements may result in termination of use and forfeiture of all or a portion of the user's damage/security deposit. User will be held responsible for any damage and extra cleaning costs.

PARKING

All Pavilion users and their guest are given free access inside Fort Getty for their event. Parking is available in front of the Pavilion and along the roadway on either side of the Pavilion. Please do not impede the passing of other vehicles entering or exiting the park.

USER'S SCHEDULE OF OPERATION

All Pavilion users must provide a schedule of operations for the day of their event to the Parks and Recreation Office at least one (1) week in advance, including listing of all service providers being utilized such as florist, entertainment, and caterer. Users wishing to meet at the Pavilion with their service providers may do so only by appointment with the Parks & Recreation Department who may limit the number and times of such meetings.

LT. COL. JOHN C. REMBIJAS PAVILION

RULES FOR PRIVATE USE

(continued)

DECORATING AND SET UP

- The Town of Jamestown and the Parks and Recreation Department are not responsible for any loss or damage to personal property, furnishings, decorations, and/or equipment provided by the user and the user's service providers.
- The user fee for the Pavilion includes two hours for decorating immediately prior to the start of the event. If the Pavilion Schedule allows, the user may arrange for additional set up time in accordance with the schedule of user fees.
- Decorations must be placed without the use of scotch tape, staples, or nails. Users may use nylon line and florist wire to hang decorations.

EVENT SHUT DOWN AND CLEAN UP

- Music, entertainment, and bar service must be suspended 30 minutes prior to the scheduled termination of the event. Users are responsible for the prompt departure of their guests at the termination of the event. All guests must be out at that time. If guests remain in the building past the time of termination, the users deposit may be forfeited.
- All equipment, rentals, decorations, and all other property belonging to the users, their service providers and/or their guest must be removed from the Pavilion within the one hour period following the event.
- The Pavilion must be swept clean, all refuse removed and placed in the dumpster one hour after function has ended. A representative from the Parks and Recreation Department will review the property at the conclusion of the event to verify that the Rules for Use have been followed.
- Any damage to the facility, failure to meet the required standard of cleanliness, or excess clean up time required will cause all of or a portion of the security/damage deposit to be forfeited.

LT. COL. JOHN C. REMBIJAS PAVILION

RENTAL APPLICATION

*** AN INCOMPLETE LEASE APPLICATION WILL NOT BE PROCESSED**

DATE REQUESTED: _____ Hours of Event: _____ p.m. to _____ p.m.

APPLICANT:

Name: _____ Email: _____

Address: _____ City/State: _____

Phone: Day: (_____) _____ Cell: (_____) _____

EVENT DESCRIPTION: _____

Approximate number of guests: _____ Who will this event benefit (if anyone): _____

Type of Operation (Private, State Sponsored, Non-Profit): _____

If **Non-Profit**, is Non-Profit registered with the State? NO___ YES___

RI Tax ID#: _____ Non-Profit ID #: _____

ALCOHOL: (Liquor Liability Insurance Required) See Statement #2

Will there be Alcohol at this event? NO___ YES___

CATERER:

Will there be a Caterer for this event? NO___ YES___ License #: _____

Caterer's Name: _____ Phone: (_____) _____

MUSIC:

Will there be Music at this event? NO___ YES___

(One Day Entertainment License Required \$5.00 fee)

Name: _____ Phone: (_____) _____

Band___ DJ___ Other___

LT. COL. JOHN C. REMBIJAS PAVILION

RENTAL APPLICATION

(continued)

This agreement entered into by the Town of Jamestown, State of Rhode Island, hereinafter referred to as Lesser, and _____ hereinafter referred to as Lessee.

Please read and initial after each statement.

- Lessee is solely responsible for adhering to the terms of this contract and all Rules and Regulations of Fort Getty and the Lt. Col. John C. Rembijas Pavilion. Residents may not sign for a non-resident third party. _____
- All organizations and/or residents leasing the Pavilion shall secure and maintain, at no expense to the Town of Jamestown, a comprehensive general liability policy with policy limits not less than \$1,000,000 per occurrence, issued by one or more companies authorized to do business in the state of Rhode Island. The Town of Jamestown shall be named as additional insured and the insurance must be maintained throughout the period of use of the permit. A copy of proof of insurance must be attached to the permit application and no permit shall be issued without this documentation. _____
- An immediate, non-refundable deposit of \$250.00 (resident) or \$400 (non-resident) is required to secure the date. **The remaining user fee and a returnable \$400 damage/security fee must be received 30 days prior to the event. The damage/security fee is required to be on a separate check.** Late payment of user fee or damage/security deposit may result in the cancellation of the event. There are no refunds due to inclement weather unless the park is closed by the Town of Jamestown. _____
- The pavilion is available to the Lessee from 12 p.m. to 10 p.m. on the day of the event. Under no circumstances shall any activity connected with the event continue beyond 10 pm. _____
- It is the responsibility of the Lessee to ensure that guests behave in an orderly manner, and that no disturbance is created at the Pavilion or ANYWHERE IN THE PARK. Lessee agrees that all food and drink will be kept in the immediate area of the Pavilion so that littering will be prevented and that noise will not exceed reasonable levels. The Parks & Recreation Department staff reserves the right to terminate any event for disturbances arising from unruliness or noise, or for violation of this lease. Loss of future rental privileges will result. **The Town of Jamestown may require additional police and/or fire protection and portable sanitary facilities at Lessee's expense.** _____
- The Lessee must ensure that the Pavilion is left clean and returned to the condition in which it was found. All Town property must be returned to the Gatehouse by 10p.m. All trash barrels must be emptied in dumpster, all decorations removed and disposed of properly, there must be no litter on the premises and all spills must be cleaned from the tables and floor. Picnic tables must be placed back where they were upon your arrival to the Pavilion. There shall be no stapling of picnic tables or stapling or nailing into wooden pavilion columns. If these conditions are not met, the \$400.00 damage/security deposit will not be returned. The Lessee also agrees to reimburse the Town of Jamestown for any damage to Town property caused by this event. _____

LT. COL. JOHN C. REMBIJAS PAVILION

RENTAL APPLICATION

(continued)

- It is the responsibility of the Lessee to obtain any necessary licenses and permits (Ex. Town of Jamestown One-Day Event/Entertainment license, Department of Health Food Event Permit, etc. prior to the event date._____
- Alcohol may not be sold except by non-profit lessees after obtaining license from Town Clerk's office with the approval of the Jamestown Town Council. The Lessee and Lessee's agent agree to exercise prudent judgment in the service of alcoholic beverages and to otherwise refuse to serve visibly intoxicated persons. Lessee agrees to provide transportation for those not able to safely operate a motor vehicle due to intoxication. Further, Lessee agrees to hold the Town of Jamestown, its agents and servants harmless for any incident arising out of the consumption of alcoholic beverages._____
- The Town of Jamestown, its agents and servants are not responsible for damage, injury, loss or theft of personal property of Lessee or Lessee's guests or anyone involved in the event._____
- Hired services for the event are party to this agreement and subject to its terms. It is the responsibility of the Lessee to share the contents of this agreement with the band, caterer, etc._____

I have read and understand the Lt. Col. John C. Rembijas Pavilion Contract Agreement and agree to comply with all of the terms of the same:

x

Signature of Lessee

Date

x

Signature of Jamestown Recreation Employee

Date

LT. COL. JOHN C. REMBIJAS PAVILION

RENTAL APPLICATION

(continued)

Things to know...

Water & Electricity – All Keys need to be picked up at the Gate House on the day of scheduled event. Must return keys when event is over.

Restrooms – Located adjacent to the Pavilion.

Sand Volleyball Court – Bring your own volleyball.

Rocky Beach - Located beside Pavilion. No lifeguards on duty.

Charcoal Grills – There are 2 large grills. You will need to bring your own supplies.

Wind Curtains – Canvas curtains that protect Pavilion from the elements are provided. Please ensure curtains are pulled up prior to leaving the area.

Seating – Picnic tables are available. **DO NOT STAPLE** table cloths.

Clambakes – Only allowed on the Rocky Beach. **NO PITS!!** You will need to bring your own supplies.

Parking – No parking fee will be charged to anyone attending the Pavilion for a function. Park in the Pavilion area only!

Fires – **Town ordinance prohibits** open fires on beach. **Violators may be prosecuted!**

Renter is responsible for all clean up immediately following the event.

RECREATION DEPARTMENT USE ONLY

Deposit: \$250.00 Res \$400 Non-Res _____ Date _____ Check # _____

Balance: \$ _____ Date _____ Check# _____

Total: \$ _____

Damage/Security Deposit: \$400.00 _____ Date _____ Check# _____

Note:

TOWN COUNCIL INTERVIEW SESSION
December 17, 2015

I. CALL TO ORDER

The interview session for the Jamestown Town Council was called to order at 5:15 p.m. on Thursday, December 17, 2015 in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue. Interviews were conducted in the Conference Room.

II. ROLL CALL

Town Council members present:

Kristine S. Trocki, President
Mary E. Meagher, Vice President
Blake A. Dickinson
Michael G. White
Thomas P. Tighe

III. INTERVIEW SESSION

The following candidates were interviewed:

Theresa DiGiovanni	Planning Commission
Cynthia Wolfe	Housing Authority
Elaine Peterson	Tree Preservation & Protection Committee
Edward Gromada	Housing Authority

Town Council interviews were concluded at 5:57 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Town Solicitor
 Finance Director

TOWN COUNCIL MEETING
December 17, 2015

I. ROLL CALL

Town Council Members present:

Kristine S. Trocki, President
Mary E. Meagher, Vice President
Blake A. Dickinson
Michael G. White
Thomas P. Tighe

Also in attendance:

Andrew E. Nota, Town Administrator
Peter D. Ruggiero, Town Solicitor
Christina D. Collins, Finance Director
Cheryl A. Fernstrom, Town Clerk

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Council President Trocki called the regular meeting of the Jamestown Town Council to order at 6:01 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and Councilor Dickinson led the Pledge of Allegiance.

III. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, RESOLUTIONS

None.

IV. PUBLIC HEARINGS, LICENSES AND PERMITS

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.

None.

V. OPEN FORUM

Please note that, under scheduled requests to address, if the topic of the address is available to be put on the agenda, the Council may discuss the issue.

- A) Scheduled to address. None.
- B) Non-scheduled to address. None.

**VI. COUNCIL, ADMINISTRATOR, SOLICITOR,
COMMISSION/COMMITTEE COMMENTS & REPORTS**

A) Administrator's Report: Town Administrator Andrew E. Nota
Mr. Nota introduced new Parks and Recreation Director Andrew Wade, who started on Monday, and the transition is going very well.

Public Works Director Michael Gray informed Mr. Nota late today that the e-waste disposal pod has been removed by vendor Office Recycling Solutions due to costs recovery. RI Resource Recovery is researching other options, but the Town, as well as all RI municipalities, does not have other options for e-waste disposal. There are locations individuals can access for e-waste disposal, and more information will be available in the near future. Citizens are asked to cooperate and not leave e-waste at the Transfer Station or any other unauthorized location. The *Jamestown Press* will print an announcement and this information will be posted on the Town website.

Mr. Nota informed the Council that the farmer who accepted leaves for free is no longer doing so. The Town is currently paying trucking and labor expenses associated with leaf disposal to a location Richmond. The Town will continue to provide the service at no cost for this season. A plan for future disposal, potential fee schedule, or service elimination will be before the Council in the spring.

VII. UNFINISHED BUSINESS

- A) Conanicut Island Sailing Foundation at Fort Getty; discussion and/or potential action and/or vote
 - 1) Authorization for Town Administrator to negotiate terms and conditions for Multi-year Memorandum Of Agreement

Mr. Nota explained the MOA that would provide the same as the current MOA for the use of Fort Getty.

A motion was made by Councilor Tighe with second by Councilor Dickinson to authorize the Town Administrator to negotiate a multi-year Memorandum of Agreement with the Conanicut Island Sailing Foundation. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

VIII. NEW BUSINESS

- A) Jamestown Senior Services: consolidation of administrative services; discussion and/or potential action and/or vote

Town Administrator Nota reported that he and Town staff, along with Senior Association Liaison Tighe, have interacted with the Senior Center Board members. At their recent meeting the Senior Association Board supported working jointly with the Town to manage funds provided by the Town. This year's allocation was \$71,693. If Council is in agreement, the Town would begin assisting the Association with operational support for benefits and efficiencies, including maintenance and personnel management, on January 1, 2016 in order to provide better delivery of services and stability to the operation. The Association will not lose its identity as a 501(C)©3 corporation. The Town will work with the Board, with assistance by the Recreation Director, Finance Director, and Public Works Director, to provide expanded programs and services. Liaison Tighe commented on coordination, and that this is a great idea.

Ellie Chase of Gondola Avenue, Senior Association Board member, stated the Board is very much in favor of this relationship as it will help them moving forward. With Mr. Wade's help, the Seniors will be able to implement additional programs and services in town and increase participation, especially the lunch program.

President Trocki expressed that the Council is looking forward to this cooperative endeavor. Ms. Chase commented on potential cost savings. Liaison Tighe commented the Town will be able to be active in the lease agreement with the Grange and its extension. This is a win/win situation. Discussion continued.

A motion was made by Councilor Tighe with second by Councilor White to consolidate the senior services and administrative services with the Town of Jamestown. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

B) Town Council Meeting calendar; additions/revisions
Town Administrator Nota commented on the annual legislative session with Senator Paiva-Weed and Representative Ruggiero, who are available to meet on January 4, 2016. Council members request to have the Water and Sewer Meeting at 6:00 p.m., followed by the Legislative Session at 6:30 p.m.

Town Administrator Nota referenced the invitation from the Library Board of Trustees to meet with them on January 12, 2016 in a joint workshop at 5:00 p.m. Karen Mellor, Director of the Office of Library Services, will be in attendance to discuss the roles and responsibilities of a Library Board of Trustees based on Rhode Island General Law.

A motion was made by Vice President Meagher with second by Councilor White to join with the Library Board of Trustees at their meeting on July 12, 2016 at 5:00 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

School Committee Budget meetings are included on the revised Calendar. The draft of the FY 2016 Audit has been received, and Finance Director Collins asked the Council if they preferred to meet with our Auditor in a work session or have a summary report to accompany the audit. Council members prefer a summary report.

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

- A) Appointments and Vacancies.
- 1) Jamestown Planning Commission (One vacancy with an unexpired four year term ending date of December 31, 2018); duly advertised; interview conducted; discussion and/or potential action and/or vote
 - a) Letter of interest
 - i) Theresa DiGiovanni

- 2) Jamestown Housing Authority (One vacancy with a five year term ending date of 12/31/2010; duly advertised; interviews conducted; discussion and/or potential action and/or vote
 - a) Letters of interest
 - i) Edward Gromada
 - ii) Cynthia Wolfe
 - iii) Ernest Anthony
- 3) Tree Preservation and Protection Committee
 - a) Term limit reached
 - i) James Rugh
 - ii) Anthony Antine
- 4) Jamestown Conservation Commission
 - a) Term limit reached
 - i) Kate Smith
- 5) Jamestown Harbor Commission (One upcoming vacancy with a three year term ending date of December 31, 2018); duly advertised
 - a) Current member not seeking reappointment
 - i) Edward McGuirl

President Trocki noted interviews conducted this evening prior to the regular meeting and thanked the volunteers for coming forward. Discussion ensued of continuing appointments to the January 4, 2016 meeting, as more interviews need to be conducted. Past applicants will be contacted to reapply for vacancies. The application format will be reviewed and revised so that volunteers could apply to serve in other capacities on the same application form. Council requested a spreadsheet that would list committees and candidates interested in serving on them. Discussion ensued of present Housing Authority member Ernest Anthony who has served multiple terms, and whether he is eligible for an additional term based on the 2002 Charter amendment regarding term limits. Information will be forwarded to Solicitor Ruggiero. Volunteer applicants will be notified that appointments have been continued. Members of the public are encouraged to apply for volunteer vacancies. The Harbor Commission and Planning Commission vacancies were noted.

X. 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 approval of each item as if it had been acted upon separately.

A motion was made by Councilor Tighe with second by Councilor Dickinson to approve and accept the Consent Agenda. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

The Consent Agenda approved consists of the following:

- A) Adoption of Council Minutes
 - 1) December 7, 2015 (work session)

- 2) December 7, 2015 (interview session)
- 3) December 7, 2015 (regular session)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Philomenian Library Board of Trustees (11/10/2015)
- C) Abatements/Addenda of Taxes

Total Abatements: \$40,166.86 Total Addenda: \$36,571.12

- 1) Motor Vehicles – Abatements to 2013 Tax Roll
 - Account/Abatement Amount**
 - a) #588956 \$ 30.47
- 2) Motor Vehicles – Abatements to 2014 Tax Roll
 - Account/Abatement Amount**
 - a) #588956 \$ 64.89
- 3) Motor Vehicles – Abatements to 2015 Tax Roll
 - Account/Abatement Amount**
 - a) #588956 \$ 53.35
- 4) Properties – Abatements to 2015 Tax Roll
 - Property/Abatement Amount**
 - a) Plat 8, Lot 47 \$ 2,470.21
 - b) Plat 9, Lot 422 \$ 3,525.81
 - c) Plat 9, Lot 291-A \$10,091.58
 - d) Plat 9, Lot 506 \$ 3,876.33
 - e) Plat 9, Lot 860 \$ 4,527.85
 - f) Plat 3, Lot 486 \$ 3,447.03
 - g) Plat 16, Lot 157 \$ 2,438.01
 - h) Plat 5, Lot 429 \$ 4,582.97
 - i) Plat 15, Lot 243 \$ 2,000.77
 - j) Plat 8, Lot 468 \$ 3,057.59
- 5) Properties – Addenda to 2015 Tax Roll
 - Property/Addenda Amount**
 - a) Plat 15, Lot 243 \$ 2,000.77
 - b) Plat 16, Lot 157 \$ 2,438.01
 - c) Plat 9, Lot 291A \$10,091.58
 - d) Plat 8, Lot 468 \$ 3,057.59
 - e) Plat 9, Lot 860 \$ 4,527.85
 - f) Plat 9, Lot 422 \$ 3,525.81
 - g) Plat 5, Lot 429 \$ 4,582.97
 - h) Plat 9, Lot 506 \$ 3,876.33
 - i) Plat 8, Lot 46 \$ 2,470.21

XI. COMMUNICATIONS, PETITIONS AND PROCLAMATIONS AND RESOLUTIONS FROM OTHER RI CITIES AND TOWNS

None.

XII. ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

A) Boards/Commissions/Committees expiring terms – Schedule interviews
Addressed previously.

XIII. EXECUTIVE SESSION

A) Pursuant to RIGL §42-46-5(a) Subsection (1) Personnel; discussion and/or potential action and/or vote in executive session and/or open session

A motion was made by Vice President Meagher with second by Councilor Tighe to enter into Executive Session at 6:31 p.m. pursuant to RIGL §42-46-5(a) Subsection (1) Personnel.

Pursuant to RIGL §42-46-5(a) Subsection (1) Personnel the following vote was taken: President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

The Jamestown Town Council reconvened the regular meeting at 8:06 p.m. President Trocki announced that no votes were taken in the Executive Session.

A motion was made by Vice President Meagher with second by Councilor Tighe to seal the Minutes of the Executive Session. President Trocki, Aye; Vice President Meagher, Recused; Councilor Dickinson, Absent; Councilor White, Aye; Councilor Tighe, Aye. Motion passes by a majority vote in the affirmative.

XIV. ADJOURNMENT

A motion was made by Councilor White with second by Vice President Meagher to adjourn. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Absent; Councilor White, Aye; Councilor Tighe, Aye. Motion passes by a majority vote in the affirmative.

The regular meeting was adjourned at 8:07 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Finance Director
 Solicitor



JAMESTOWN HARBOR OFFICE
TOWN HALL
93 NARRAGANSETT AVENUE
JAMESTOWN, RHODE ISLAND 02835

Phone 401.423.7262
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**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Minutes of the October 14, 2015 Meeting of the Jamestown Harbor Commission
Approved: 11/12/2015

A meeting of the Jamestown Harbor Commission (JHC) was held Wednesday, October 14, 2015 at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island.

I. CALL TO ORDER AND ROLL CALL

Chairman Cain called the meeting to order at 7:00 PM with roll call:

Present:

David Cain, Chairman
Bruce Dickinson, Commissioner
Joseph McGrady, Commissioner
Ed McGuirl, Vice-Chairman
Clifford Kurz, Commissioner

Absent:

William Harsch, Commissioner
George Souza, Conservation Commission Liaison

Also in attendance:

Chief Edward Mello, Executive Director
John Recca, Assistant Harbormaster
Kim Devlin, Harbor Clerk & Recording Secretary

II. APPROVAL OF MEETING MINUTES

A. September 9, 2015

Vice-Chairman McGuirl moved to approve the minutes of the September 9, 2015 Jamestown Harbor Commission meeting. Commissioner Dickinson seconded. So voted (5 ayes, 0 nays).

III. CONSENT AGENDA

No Consent Agenda.

IV. EXECUTIVE SESSION

No Executive Session.

X. OPEN FORUM

A. Scheduled Requests to Address

No Scheduled requests to address.

B. Non-scheduled Requests to Address

Former Harbormaster, Sam Paterson, addressed the commission regarding his retirement. Mr. Paterson stated that he will still be active on the water in Jamestown and that he enjoyed the work and will miss it. Mr. Paterson stated that it has been a pleasure working for the town.

Chairman Cain stated that, on behalf of the Jamestown Harbor Commission, thank you for the years of service and work.

XI. EXECUTIVE DIRECTOR MELLO'S REPORT

Executive Director Mello thanked Sam Paterson for his years of service as the Harbormaster. Executive Director Mello stated that Assistant Harbormaster John (Recca) has been a tremendous asset to the department and going forward we will assess the position, as it is covered in union contracts and in the Harbor Management Ordinance.

Executive Director Mello stated that in anticipation of the hurricane a few weeks ago, both boats were pulled and we made the decision not to put them back in. The pumpouts were also disconnected and people were expressing frustration that pumpouts were out of service. There are a lot of things to consider when prepping for storms. It is on our list to get pumpouts working again, but there are a host of things happening during storm prep and after the storm passes. Everyone must have a degree of patience.

Executive Director Mello informed the Jamestown Harbor Commission that both engines being assessed and we will determine what to do for next season.

XII. MARINE DEVELOPMENT FUND BUDGET
A. 2014/2015 MDF YTD Budget

The Marine Development Fund budget was presented to the Jamestown Harbor Commission.

XIII. HARBOR CLERK REPORT

Harbor Clerk Devlin had nothing to report.

IX. HARBORMASTER REPORT

Harbormaster Recca has nothing to report.

X. LIAISON REPORTS

A. Conservation Commission Liaison

Conservation Commission Liaison Souza was absent.

XI. ONGOING BUSINESS

A. Budget

Commissioner Kurz had nothing to report.

B. Facilities

Vice-Chairman McGuirl had nothing to report.

C. Mooring Implementation

Chairman Cain had nothing to report.

D. Traffic Committee

Chairman Cain reported that the next Traffic Committee meeting they will begin discussions on parking in the shores north of the bridge.

XII. OLD BUSINESS

There was no Old Business to discuss.

XIII. NEW BUSINESS

A. Appeal – Vincent DelBuono; Re: Appeal of permit renewal late fees

Vincent DelBuono, who resides at 38 Collins Terrace and is a riparian property owner, re-stated a summarized version of his appeal to the Jamestown Harbor Commission. Mr. DelBuono stated he had contacted the companies on the Inspector list, but no one was able to do the inspection until August.

Chairman Cain summarized the timeline of events and asked Mr. DelBuono a series of questions regarding the attempts to have the mooring inspected in a timely manner. Chairman Cain also stated that the Jamestown Harbor Commission has to abide by the Harbor Management Ordinance.

Commissioner Dickinson stated the he can shed light on what happened this year, as there was a catastrophic ice flow that was the worst he has ever seen. Commissioner Dickinson stated that we (the Jamestown Harbor Commission via the Harbor Management Ordinance) do not make people have a contract with a mooring provider and when the ice flow came down and wiped out his mooring, he was at the end of everyone's list because he didn't have a contract with a service provider.

Commissioner Dickinson asked Mr. DelBuono how long he has had a mooring, and Mr. DelBuono responded that he has had a mooring for 34 years. Commissioner Dickinson asked Mr. DelBuono how many times he has been late in his renewal, and Mr. DelBuono stated that he has never been late and has always paid his mooring fee in a timely manner.

Chairman Cain asked the Jamestown Harbor Commission members present if they had any further questions for Mr. DelBuono and also requested the Jamestown Harbor Commission members state their opinion on the appeal.

Commissioner Dickinson stated he is in favor of not fining Mr. DelBuono due to his longevity of having a mooring permit and not having any issues until this year.

Commissioner McGrady stated he is also in favor of no fine for Mr. DelBuono.

Commissioner Kurz stated he is in favor of not fining Mr. DelBuono.

Commissioner Dickinson moved to waive the fees for Mr. DelBuono, Commissioner McGrady seconded.

Executive Director Mello asked for clarification on the fees they were waiving, the late fees or the permit fees.

Commissioner Dickinson amended his motion to state that he moves to waive the late fees for Mr. DelBuono.

Chairman Cain asked if the Jamestown Harbor Commission was willing to waive all of the late fees or if they were in favor of waiving half of the late fees.

Commissioner Dickinson withdrew his amended motion.

Commissioner Dickinson moved to reduce Mr. DelBuono' s late fees from \$200 to \$100; Commissioner McGrady seconded. So voted; (5 ayes, 0 nays).

IV. CORRESPONDENCE

- A. USCG – Commercial fishing vessel safety examinations; 9-16-2015**
- B. CRMC – Semi-Monthly Meeting Agenda; 9-17-2015**
- C. CRMC – Aquaculture preliminary determination for William Cregan; 9-29-2015**
- D. CRMC – October 2015 Calendar; 10-2-2015**
- E. CRMC – Semi-Monthly Meeting Agenda; 10-8-2015**

Vice-Chairman McGuirl moved to accept items 14A-E, Commissioner Dickinson seconded. So voted; (5 ayes, 0 nays).

XV. OPEN FORUM – CONTINUED

No Continued Open Forum.

XVI. ADJOURNMENT

Vice-Chairman McGuirl moved to adjourn at 7:40 PM, Commissioner Dickinson seconded. So voted; (5 ayes, 0 nays).

Respectfully submitted,



Kim Devlin
Jamestown Harbor Clerk



JAMESTOWN HARBOR OFFICE
TOWN HALL
93 NARRAGANSETT AVENUE
JAMESTOWN, RHODE ISLAND 02835

Phone 401.423.7262
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**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Minutes of the November 12, 2015 Meeting of the Jamestown Harbor Commission
Approved: 12/9/2015

A meeting of the Jamestown Harbor Commission (JHC) was held Wednesday, November 12, 2015 at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island.

I. CALL TO ORDER AND ROLL CALL

Chairman Cain called the meeting to order at 7:00 PM with roll call:

Present:

David Cain, Chairman
Bruce Dickinson, Commissioner
Joseph McGrady, Commissioner
William Harsch, Commissioner
Clifford Kurz, Commissioner

Absent:

Ed McGuirl, Vice-Chairman
George Souza, Conservation Commission Liaison

Also in attendance:

Chief Edward Mello, Executive Director
John Recca, Assistant Harbormaster
Kim Devlin, Harbor Clerk & Recording Secretary

II. APPROVAL OF MEETING MINUTES

A. September 9, 2015

Vice-Chairman McGuirl moved to approve the minutes of the September 9, 2015 Jamestown Harbor Commission meeting. Commissioner Dickinson seconded. So voted (4 ayes, 0 nays, 1 abstention (Harsch)).

III. OPEN FORUM

A. Scheduled Requests to Address

No Scheduled requests to address.

B. Non-scheduled Requests to Address

No Non-Scheduled requests to address.

IV. EXECUTIVE DIRECTOR MELLO'S REPORT

Executive Director Mello stated there is not a lot of activity at this time and the boats are in storage for the winter. The Eastern vessel's lower unit needs replaced and both the motor and boat are from 1990. It is not best platform for the harbormasters to work from.

We have started to explore options and research and have identified manufacturers that have purpose-built vessels available. We have been putting aside money in the boat capitalization fund for this reason, knowing the Eastern would not last much longer. We will still need to go through the normal procurement process, but are ready to move forward. There is approximately \$90,000 in the boat capitalization account. The Ribcraft cost approximately \$98,000 brand new seven or nine years ago. We are probably going to be in the range of \$110,000 to \$120,000 to purchase something similar to the Ribcraft.

Executive Director Mello stated he wanted to discuss this with Jamestown Harbor Commission and to solicit feedback on process before moving forward.

Chairman Cain questioned if this purchase would deplete our reserve fund and, if so, he is curious as to longevity to the rib.

Executive Director Mello stated that the Ribcraft has life in it and the motor needs work but is only 3 yrs old and he is not anticipating discussing a new motor for a few years. It will be at least a decade before we need to replace the vessel. We will need upgrades and a replacement of the bladder potentially, but it has significant time left as a useful vessel.

A discussion ensued.

Chairman Cain asked Executive Director Mello if he is looking for approval to initiate bid process.

Executive Director Mello stated yes, he is asking for the Jamestown Harbor Commission to vote on moving forward with the bid process.

Chairman Cain moved to grant Chief Mello the authority to go ahead with bid process for a new Harbormaster vessel, Commissioner Harsch seconded. So voted; (5 ayes, 0 nays).

V. MARINE DEVELOPMENT FUND BUDGET
A. 2014/2015 MDF YTD Budget

The Marine Development Fund budget was presented to the Jamestown Harbor Commission.

Commissioner Harsch moved to accept the report, Commissioner Kurz seconded. So voted; (5 ayes, 0 nays).

VI. HARBOR CLERK REPORT

Harbor Clerk Devlin had nothing to report.

VII. HARBORMASTER REPORT

No Harbormaster report.

Chairman Cain asked Executive Director Mello if he was revising the job description.

Executive Director Mello stated that he will look at the Harbor Management Ordinance language and the current job description to make sure the position is filled in the most efficient manner.

VIII. LIAISON REPORTS
A. Conservation Commission Liaison

Conservation Commission Liaison Souza was absent.

IX. ONGOING BUSINESS
A. Budget

Commissioner Kurz had nothing to report.

B. Facilities

Vice-Chairman McGuirl had nothing to report.

C. Mooring Implementation

Chairman Cain had nothing to report.

D. Traffic Committee

Chairman Cain had nothing to report.

X. OLD BUSINESS

There was no Old Business to discuss.

- XI. CORRESPONDENCE**
- A. USCG – Commercial fishing vessel safety examinations; 9-16-2015**
 - B. CRMC – Semi-Monthly Meeting Agenda; 9-17-2015**
 - C. CRMC – Aquaculture preliminary determination for William Cregan; 9-29-2015**
 - D. CRMC – October 2015 Calendar; 10-2-2015**
 - E. CRMC – Semi-Monthly Meeting Agenda; 10-8-2015**

- XII. NEW BUSINESS**
- A. Jamestown Boat Yard – Request for additional moorings**

Mr. Clem Napolitano, President of Jamestown Boat Yard, is requesting the Jamestown Harbor Commission issue an additional 23 mooring permits to the boatyard. Mr. Napolitano would like to answer any questions the Jamestown Harbor Commission has, but would also like to briefly discuss the type of mooring systems that they would be using.

Mr. Napolitano explained the differences between the helix style of moorings versus a traditional mooring system, stating that the helix moorings allow boats to be spaced closer and, therefore, providing more space for additional moorings. The helix moorings are also much better for the environment, as they do not have bottom chains that drag and eliminate subaqueous vegetation.

Jamestown Boat Yard was originally granted 87 moorings by the Army Core of Engineers (ACOE). Due to the large vessels the boatyard caters to, the number of moorings they could accommodate in their mooring field has dwindled down to 60 or so. In the past the boatyard was denied future requests for additional moorings.

A discussion on the helix mooring system ensued.

Executive Director Mello stated that the Jamestown Harbor Commission is not responsible for the condition of moorings, just because you grant them. The Harbor Management Ordinance is not as detailed regarding elastometric mooring tackle, but it is addressed in the current ordinance and, actually, the Harbor Management Ordinance encourages the use of this type of system. In future, there should be more detail included in the ordinance about what the specs are for the elastometric tackle. There are some in use in our harbors already, and this type of mooring is permitted.

Executive Director Mello stated that it is evident that the 87 moorings were permitted. Currently Jamestown Boat Yard is permitted 57 moorings, which brings the total to 65 current moorings in the field, making them eligible for 22. 60% of the permits must be private.

Executive Director Mello stated that he has contacted Kevin Cute from CRMC and he has concurred. We have requested a detailed mooring field plan and have discussed the plan of transitioning the mooring field to the elastometric system for all moorings. The first year plan will be different than third year plan.

Mr. Napolitano stated that they are limited by subaqueous terrain and have asked that the town doesn't put more private moorings in Jamestown Boat Yard's mooring field.

Executive Director Mello stated that every mooring is under the discretion of the harbor master.

Commissioner Dickinson asked Mr. Napolitano if there are appropriate landside facilities?

Mr. Napolitano stated that yes, there are sufficient landside facilities to accommodate the increase.

Commissioner Kurz moved to grant 22 moorings to Jamestown Boat Yard, Commissioner Dickinson seconded.

Chairman Cain amended the motion to include the clause: subject to the mooring field plan be submitted to harbor office within 30 days.

So voted; (5 ayes, 0 nays).

XIII. OPEN FORUM – CONTINUED

No Continued Open Forum.

XIV. ADJOURNMENT

Commissioner Kurz moved to adjourn at 7:40 PM, Chairman Cain seconded. So voted; (5 ayes, 0 nays).

Respectfully submitted,



Kim Devlin
Jamestown Harbor Clerk

MEETING MINUTES January 20, 2015
REGULAR MEETING

1. CALL TO ORDER

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 4:04 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy
.Commissioner Jane Carroll
Commissioner Cheryl Main,
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus

2. READING AND APPROVAL OF MINUTES

Minutes of December, 2014

Motion to accept the minutes as presented by Commissioner Main second by Commissioner Carroll

Motion passed 4-0-1 (Commissioner Pruell abstained)

3. APPROVAL OF FINANCIALS

Handouts and budget/financial update reports were provided

4. COMMUNICATIONS: Project ZERO 2016 regarding homeless veterans in RI was discussed. Executive Director recommended that the agency endorse the program.

Motion to accept by Commissioner Main

Second by Vice-Chair Molloy

Motion passed 5-0

5. OLD BUSINESS

NEW BUSINESS

Vacancy report: no vacancies

Financial report: as presented

Resident Activity report

Electrical and utility savings were discussed and the idea of eliminating designated lights on the grounds.

Motion by Commissioner Main and seconded by Vice Chair Molloy to adjourn at 4:40 p.m.

Motion passed 5-0

Next Meeting February 11, 2015, 5:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director

MEETING MINUTES February 18, 2015
REGULAR MEETING

1. CALL TO ORDER

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:09 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy
Commissioner Jane Carroll
Commissioner Cheryl Main,
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus

2. READING AND APPROVAL OF MINUTES

Minutes of January 20, 2015

Motion to accept the minutes as presented by Vice Chair Molloy second by Commissioner Main

Motion passed 5-0

3. APPROVAL OF FINANCIALS

Handouts and budget/financial update reports were provided
A discussion followed on what goes into the budget as presented and as to what the line items represented. Commissioner Carroll felt that she would appreciate a greater explanation and understanding of both the budget and the fiduciary responsibility of the board. The executive director said that he would begin a series of trainings for the board members including a financial work shop prior to the next meeting presented by our fee accountant.

4. COMMUNICATIONS:

5. OLD BUSINESS

NEW BUSINESS

HUD Report: The executive director presented the 2015 Annual Contributions contract capital fund amendment in the amount of \$29,064.00. Discussion followed regarding use of capital dollars. It was agreed that an emphasis on energy conservation should be a priority.

Resolution 2015-01 was introduced by the executive director to accept the amendment and funding.

A motion was made by Commissioner Main to adopt resolution 2015-01. Second by Commissioner Jane Carroll.
Motion passed 5-0

Vacancy report: executive director reported on the possibility of 2 future vacancies

Financial report: as presented

Resident Activity report
.

Motion by Commissioner Main and seconded by Vice Chair Molloy to adjourn at 6:50 p.m.

Motion passed 5-0

Next Meeting March 11, 2015, 5:00 p.m.

Respectfully submitted,
Richard A. Leco, Executive Director

MEETING MINUTES March 11, 2015
REGULAR MEETING

1. CALL TO ORDER

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:05 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy
Commissioner Jane Carroll
Commissioner Cheryl Main,
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus

2. READING AND APPROVAL OF MINUTES

Minutes of February 18, 2015

Motion to accept the minutes as presented by Commissioner Main second by Commissioner Carroll

Motion passed 5-0

3. APPROVAL OF FINANCIALS

Financials were presented to the board by Fee Accountant Bob Counihan

4. COMMUNICATIONS:

5. OLD BUSINESS

NEW BUSINESS

Vacancy report: executive director reported on 1 vacancy that is being turned over

Financial report: as presented

Resident Activity report

Auxiliary parking was discussed as well as tenant pot luck dinners

.

On a motion by Commissioner Main and second by Vice Chair Molloy the Board went into executive session at 5:31 **In accordance with Rhode Island General Law 42-46-5(a)(2), session pertaining to litigation.**

Roll Call Vote:

Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes

On a motion by Commissioner Main and second by Vice Chair Molloy the Board came out of executive session at 5:31

Roll Call Vote:

Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes

Open session was reconvened at 6:30 p.m..

Motion by Vice Chair Molloy and second by Commissioner Carroll to close and seal the minutes of the executive session.

Motion passed

5-0

Motion by Commissioner Main to adjourn at 6:33second by Vice Chair Molloy.
Motion passed 5-0

Respectfully submitted,
Richard A. Leco, Executive Director

MEETING MINUTES APRIL 9, 2015
REGULAR MEETING

1. CALL TO ORDER

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:08 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy
Commissioner Jane Carroll
Commissioner Cheryl Main,
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus. Operations mgr Brian Anthony

2. READING AND APPROVAL OF MINUTES

Minutes of March, 2015

Motion to accept the minutes as presented by Vice Chair Molloy second by Commissioner Main

Motion passed 5-0

3. APPROVAL OF FINANCIALS

Financials were tabled to May meeting

4. COMMUNICATIONS:

5. OLD BUSINESS

Operations Manager Brian Anthony presented an update on the capitol fund program, the annual plan hearing and the CDBG funding. Mr. Anthony will continue to provide regular updates on these programs and their progress at monthly meetings.

NEW BUSINESS

Vacancy report: executive director reported on 3 vacancies that are being turned over.

HUD report: recommendation by Executive Director to approve arch/engineering contract for capitol fund to Resource controls. **Motion by Cheryl Main to approve, Second by Vice Chair Molloy**
Approved 5-0

Financial report: Tabled

Resident Activity report

News letter, annual meeting well as tenant pot luck dinners were updated

.

On a motion by Commissioner Main and second by Vice Chair Molloy the Board went into executive session at 6:43 **In accordance with Rhode Island General Law 42-46-5(a)(1), session pertaining to personnel**

Roll Call Vote:

Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes

On a motion by Commissioner Main and second by Vice Chair Molloy the Board came out of executive session at 5:31

Roll Call Vote:

Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes

Open session was reconvened at 7:01 p.m..

Motion by Commissioner Main and second by Commissioner Pruell to close and seal the minutes of the executive session.

Motion passed: 5-0

Motion by Commissioner Carroll to adjourn at 7:02 second by Vice Chair Molloy.
Motion passed 5-0

Respectfully submitted,
Richard A. Leco, Executive Director

MEETING MINUTES May 20, 2015
REGULAR MEETING

1. CALL TO ORDER

The regular meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:13 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy
Commissioner Jane Carroll
Commissioner Cheryl Main,
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus.

2. READING AND APPROVAL OF MINUTES

Minutes of April, 2015

Motion to accept the minutes as presented by Commissioner Main second by
Commissioner Carroll

Motion passed 5-0

3. APPROVAL OF FINANCIALS

4. COMMUNICATIONS:

5. OLD BUSINESS

NEW BUSINESS

Vacancy report: executive director reported that we are at full occupancy

HUD report:

Financial report: Tabled

Resident Activity report

Newsletter, community police meetings as well as tenant pot luck dinners were updated

.

On a motion by Commissioner Carroll and second by Commissioner Main the Board went into executive session at **In accordance with Rhode Island General Law 42-46-5(a)(1), session pertaining to personnel**

Roll Call Vote:

Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes

On a motion by Commissioner Main and second by Commissioner Pruell the Board came out of executive session

Roll Call Vote:

Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes

Open session was reconvened

Motion by Commissioner Carroll and second by Commissioner Main to close and seal the minutes of the executive session.

Motion passed: 5-0

Motion by Commissioner Carroll to adjourn second by Vice Chair Molloy.

Motion passed 5-0

Respectfully submitted,
Richard A. Leco, Executive Director

MEETING MINUTES June 13, 2015
REGULAR MEETING

1. CALL TO ORDER

The regular meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:48 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy
Commissioner Jane Carroll
Commissioner Cheryl Main,
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus, and Operations Manager Brian Anthony

2. READING AND APPROVAL OF MINUTES

Minutes of May, 2015

Motion to accept the minutes as presented by Vice Chair Molloy second by Commissioner Main

Motion passed 5-0

3. APPROVAL OF FINANCIALS

4. COMMUNICATIONS:

5. OLD BUSINESS

Report was given by Brian Anthony regarding the capitol fund. Lighting updates and heating zone valve replacements were discussed as well as roof replacements to building A/B.

NEW BUSINESS

Rick presented the proposed budget for FY 2016. Motion was made by vice chair Molloy to approve as presented. Motion was seconded by Commissioner Carroll. On a roll call vote passed unanimous.

Vacancy report: executive director reported that we are at full occupancy

HUD report: no further report

Financial report: no further report

Resident Activity report: Commissioner Carroll reported on Do Wop cancellation, tenant enjoyment of individual gardens and pot luck dinner update.

On a motion by Commissioner Carroll and second by Commissioner Pruell the Board went into executive session at **In accordance with Rhode Island General Law 42-46-5(a)(1), session pertaining to personnel at 6:42 p.m.**

Roll Call Vote:

Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes

Motion by vice chair Molloy and seconded by Commissioner Main to come out of executive session at 7:44 p.m.

Motion passed 5-0

Motion to seal the minutes made by Commissioner Carroll and seconded by Commissioner Main.

Motion passed 5-0

Next meeting date July 15 at 5:30 p.m.

Motion to adjourn made by vice chair Molloy and seconded by Commissioner Carroll

Motion passed 5-0.

Adjourned 7:45 p.m.

MEETING MINUTES July 15, 2015
REGULAR MEETING

1. CALL TO ORDER

The regular meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:47 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy (6:12)
Commissioner Jane Carroll
Commissioner Cheryl Main,
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus, and Operations Manager Brian Anthony, Fee Accountant Bob Counihan

2. READING AND APPROVAL OF MINUTES

Minutes of June 13, 2015

Motion to accept the minutes as presented by Commissioner Main second by Commissioner Carroll

Motion passed 4-0

3. APPROVAL OF FINANCIALS

Presentation was provided by Mr. Counihan. Budget year finished on target and in the black. Financial submittals to HUD are being prepared for year end reports. Mr. Counihan to meet with board quarterly for financial updates.

4. COMMUNICATIONS:

5. OLD BUSINESS

Personnel policy was briefly discussed. Chairman Anthony recommended a sub committee to review policies beginning with personnel policy. Sub committee to will be Commissioner Main and the Chairman.

Capital Fund update was presented by Brian Anthony. Due to no meeting in August, recommendation was made to authorize chair to approve bid proposals when they arrived in August to keep the process moving. Commissioner Main made the motion to approve recommendation and authorize the chair for approval.

Second by Vice-Chair Molloy

Motion passed 5-0

NEW BUSINESS

Vacancy report: executive director reported that we are have one upcoming vacancy.

HUD report: no further report

Financial report: no further report

Resident Activity report: Commissioner Carroll provided the resident report update.

On a motion by Commissioner Main and second by Vice Chair Molloy to adjourn meeting.

Motion passed 5-0

Adjourned 6:49 p.m.

Next Meeting September 16, 2015 5:30 p.m.

MEETING MINUTES
REGULAR MEETING

September 16, 2015

1. CALL TO ORDER

The regular meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:35 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy

Commissioner Jane Carroll

Commissioner Carroll Geary Pruell

Absent: Commissioner Cheryl Main,

Also present: Executive Director Rick Leco, Attorney: Gina VenCenso

2. READING AND APPROVAL OF MINUTES

Minutes of July 15, 2015

Motion to accept the minutes as presented by Commissioner Carroll second by Commissioner Pruell

Motion passed 4-0

3. APPROVAL OF FINANCIALS:

August financials were presented by executive director. Accountant Robert Counihan will provide quarterly report at October meeting

4. COMMUNICATIONS:

5. OLD BUSINESS

Capital fund update was provided and copy of notice and schedule of work was presented.

NEW BUSINESS

Vacancy report: 100% occupancy

HUD report: no further report

Financial report: no further report

Resident Activity report: Commissioner Carroll provided the resident report update.

On a motion by Commissioner Main and second by Commissioner Carroll to adjourn meeting.

Motion passed 4-0

Adjourned 6:07 p.m.

Next Meeting October 14, 2015 5:30 p.m.

MEETING MINUTES
REGULAR MEETING

October 21, 2015

1. CALL TO ORDER

The regular meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:36 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy

Commissioner Jane Carroll

Commissioner Carroll Geary Pruell

Commissioner Cheryl Main,

Also present: Executive Director Rick Leco, Attorney: Louise Marcus

2. READING AND APPROVAL OF MINUTES

Minutes of September 2015

Motion to accept the minutes as presented by Commissioner Carroll second by Commissioner Pruell

Motion passed 4-0-1

3. APPROVAL OF FINANCIALS:

Financial were presented by accountant Robert Counihan.

4. COMMUNICATIONS:

5. OLD BUSINESS

Capital fund update was provided.

NEW BUSINESS

Vacancy report: 100% occupancy

HUD report: JHA was notified of their high performance standing for their 95 score.

Financial report: no further report

Resident Activity report: Commissioner Carroll provided the resident report update.

On a motion by Commissioner Carroll and second by Commissioner Main to enter into executive session at 6:50 p.m.

Motion passed 5-0

Motion to come out of executive session made by Vice-Chair Molloy and second by Commissioner Main at 7:48 p.m.

Motion passed 5-0

Motion by Vice Chair Molly to seal the minutes of executive session. Second by Commissioner Main

Motion passed 5-0

Adjourned 7:51 p.m.

Next Meeting November 12, 2015 5:30 p.m.

MEETING MINUTES
REGULAR MEETING

November 12, 2015

1. CALL TO ORDER

The regular meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:38 pm by Chairman Anthony

ROLL CALL:

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy

Commissioner Jane Carroll

Commissioner Cheryl Main,

Excused Absence: Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Attorney: Louise Marcus

2. READING AND APPROVAL OF MINUTES

Minutes of October 2015

Motion to accept the minutes as presented by Commissioner Molloy second by Commissioner Main

Motion passed 4-0

3. APPROVAL OF FINANCIALS:

Financial were presented by executive director

4. COMMUNICATIONS:

5. OLD BUSINESS

Capital fund update was provided.

NEW BUSINESS

Vacancy report: 100% occupancy

HUD report: no report

Financial report: no further report

Resident Activity report: Commissioner Carroll provided the resident report update.

Resident Holiday party Hosted by Commissioners and staff to be held on December 9 at 5:30 p.m.

On a motion by Commissioner Molloy and second by Commissioner Main to enter into executive session at 6:12 p.m.

Motion passed 4-0

Motion to come out of executive session made by Vice-Chair Molloy and second by Commissioner Carroll at 7:01 p.m.

Motion passed 4-0

Motion by Commissioner Main to seal the minutes of executive session. Second by Commissioner Molloy

Motion passed 4-0

Motion to adjourn by Vice Chairperson Molly to adjourn and second by Commissioner Main.

Motion passed 4-0

Adjourned 7:07 p.m.
Next Meeting to be scheduled

JAMESTOWN TRAFIC COMMITTEE

Tuesday, November 17, 2015

A regular meeting of the Jamestown Traffic Committee was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 6:04 PM by Chairman, Thomas P. Tighe.

The following members were present:

Melissa Mastrostefano
Vincent Moretti
William Munger
Timothy Yentsch

Also present were:

Chief Edward Mello
Denise Jennings, Clerk

Absent:

Mary E. Meagher, Vice-Chair.
David Cain, Member

READING AND APPROVAL OF MINUTES

A) **10/20/15 minutes** (regular meeting)

Motion was made by Committee Member Munger, seconded by Committee Member Moretti to accept the 10/20/15 regular meeting minutes. So unanimously voted.

OPEN FORUM

Committee Chairman Tighe asked if anyone wished speak on the **West Ferry parking** matter and stated that the item which was continued from the 10/20/15 meeting, was inadvertently left off of the agenda and stated that it will be continued to the next meeting on 12/15/15.

No one from the audience indicated that they were present for said discussion.

A) Scheduled requests to address:

(None scheduled)

B) Non-Scheduled requests to address:

(None)

Committee Chairman Tighe stated that there is a communication on the agenda from Richard Allphin under **NEW BUSINESS** and stated that Mr. Allphin is present and suggested that new business be discussed prior to **UNFINISHED BUSINESS**.

Motion was made by Committee Member Munger, seconded by Committee Member Yentsch to discuss **NEW BUSINESS** as the next item of business. So unanimously voted.

NEW BUSINESS

- A) Communication from Richard Allphin re: **Towing of vehicles** by Jamestown Police Department, with request to appear before the Committee; review and discussion and/or potential action and/or vote

Richard Allphin of 21 Bonnet View Drive stated that he was present this evening to get some guidance and to find out what the rules were pertaining to towing. He further stated that one day during the summer he was walking his usual route and as he proceeded down High Street to cross Walcott, there were two cars parked on Walcott Avenue that were just beyond the no parking sign. The vehicles were parked right up to the intersection of High Street and as he proceeded to carefully walk around the two cars to cross the street, he was almost run down by a speeding motorcycle. He immediately called the police to discuss the matter and the towing of the vehicles parked past the no parking signs. He had several conversations with the Police Department and on that day was told by an officer that it would not make a difference if they had towed the vehicles, because there were cars already parked up to that point. Mr. Allphin further stated that he had spoken to Chief Mello and the Chief agreed that this was not the proper answer and that they are not allowed to tow because it was not a tow zone.

Mr. Allphin further stated that he was unsure about this answer, so he contacted the Town of Narragansett and they stated that they tow vehicles from state and town roads carefully and that they usually try to contact the owner of a vehicle first. If the situation is an immediate traffic hazard, they will tow the vehicle or arrange to have it towed. Mr. Allphin suggested that the rules should be the same for Jamestown and again asked if the Town can tow a vehicle or not.

Chief Mello stated that he recalls speaking with Mr. Allphin. Chief Mello re-iterated what he had previously told Mr. Allphin as follows: The Town can tow a vehicle, if the area is specified as a tow zone and the particular area in question is not. Chief Mello further stated that it is a violation in which a car on either side of the intersection had parked within 40 feet of the corner. If it is an immediate hazard it is a judgment call and what may be a hazard to one may not be a hazard to another.

Committee Member Munger suggested that this matter be referred to the Solicitor for an opinion. Brief discussion ensued. No action was taken on Committee Member Munger's suggestion.

Mr. Allphin stated that he was happy to hear that that town can tow a vehicle if judged as a hazard.

- B) Proposed **Parking Restrictions for Jamestown Shores** area from Route 138 (Old Eldred Avenue) north to Garboard Street; review and discussion and/or potential action and/or vote

The recommendations under review are as follows:

No parking on either side of the street-

Portion of **Beacon Avenue from Route 138 to Neptune Street**

Spirketing Street

Portion of **Seaside Drive from the Jamestown Bridge to Garboard Street**

No parking on the even numbered side of the street and no overnight parking (11:00PM to 6:00AM) without a resident permit on the following streets:

Beach Avenue

Beacon Avenue from Neptune Street heading north to the dead end

Backstay Street

Dolphin Avenue

Ferry Street

Garboard Street

Keel Avenue

Norman Road

Nun Avenue

Nemo Way

Spindrift Street

Stanchion Street

Steamboat Avenue

Top O' Mark Drive

Frederick Uttley of 57 Spirketing Street expressed his concerns regarding the proposed plan to eliminate parking on Spirketing Street and asked where his family and friends would park when visiting. Mr. Uttley stated that this is the first that he has heard of anything about parking restrictions in the Jamestown Shore area and further stated that it is in his opinion, that if no parking is allowed on Spirketing Street that the speed of cars may increase.

Jean Uttley of 57 Spirketing Street stated that she has the same concerns as her husband and asked the Committee why they are proposing no parking on Spirketing Street. Chief Mello stated that the Town has been reviewing the safety and emergency access on all Jamestown Shores streets, such as asphalt width, vehicle speed and traffic volume. Mrs. Uttley asked the Committee when and if a decision would be made and would they be notified, so that they could be involved in the discussion. Committee Chairman Tighe stated that the Committee will make recommendation to the Town Council regarding the parking changes and if the Town Council deemed it appropriate, they will set a date for a public hearing; advertise said hearing in the Jamestown Press and at that time those parties with questions or concerns could attend the public hearing.

Committee Member Yentsch briefly described the recently adopted changes in the Helm Street area and stated that one is still allowed to park on the property in front of their houses as long as all four wheels are on the grass area. Committee Member Yentsch asked Mr. Uttley if he had the option to do this. Mr. Uttley stated that he did not.

James Tobin of 11 Neptune Street asked for clarification regarding the residential permits. Chief Mello stated the following regarding residential permits:

- Permits are for overnight parking only, for the hours from 11:00PM to 6:00AM.
- Permits can be obtained at the Town Clerk's Office.
- Residents are allowed to obtain 2 permits at no cost and additional permits up to 5 permits at \$5.00 per a permit.
- Permits clip onto the rearview mirror and are transferable to second vehicles.

William MacIntosh of 14 Spirketing Street expressed his concerns regarding the proposed plan to eliminate parking on Spirketing Street and stated that he was concerned, because annually he hosts an event/reception and parking would be needed. Chief Mello stated that he is aware of the annual event and that Mr. MacIntosh could request a waiver for his reception.

Brief discussion ensued regarding resident's concerns on the proposed elimination of parking on Spirketing Street. Chief Mello suggested that the Committee go up to Spirketing Street to get a feel for the layout, the traffic and parking on Spirketing Street.

Committee Member Mastrostefano asked Chief Mello how accessibility for emergency vehicles was on Spirketing Street compared to Hull Street. Chief Mello stated that he was unsure and suggested that the Committee invite the Fire Chief to a meeting to express his feelings regarding emergency access in this area.

Following clarification on a few additional items, the Committee made the following recommendations to be forwarded to the Town Council:

Portion of Beacon Avenue from Route 138 to Neptune Street-

Motion was made by Committee Member Munger, seconded by Committee Member Yentsch to recommend no parking on either side of the street on Beacon Avenue from Route 138 to Neptune Street. So unanimously voted.

Spirketing Street-

Motion was made by Committee Member Yentsch, seconded by Committee Member Munger to table action on Spirketing Street to the next meeting on 12/15/15 and also to invite the Fire Chief to said meeting so that he can voice his concerns on emergency access in this area. So unanimously voted.

Portion of Seaside Drive from the Jamestown Bridge to Garboard Street-

Motion was made by Committee Member Yentsch, seconded by Committee Member Munger to recommend no parking on either side of the street on Seaside Drive from the Jamestown Bridge to Garboard Street. So unanimously voted.

Motion was made by Committee Member Munger, seconded by Committee Member Yentsch to forward the following recommendation to the Town Council:

No parking on the even numbered side of the street and no overnight parking (11:00PM to 6:00AM) without a resident permit on the following streets:

Beach Avenue

Beacon Avenue from Neptune Street heading north to the dead end

Backstay Street

Dolphin Avenue

Ferry Street

Garboard Street

Keel Avenue

Norman Road

Nun Avenue

Nemo Way

**Spindrift Street
Stanchion Street
Steamboat Avenue
Top O' Mark Drive**

Motion so unanimously voted.

Committee consensus: To discuss the parking restrictions for the remainder of the Jamestown Shores at the next meeting on 12/15/15. Committee Member Yentsch noted that this discussion may take a few meetings to complete.

UNFINISHED BUSINESS

- A) **Commercial Vehicle Parking** in residential zones: additional review of regulations for parking in residential areas backing up, exhaust fumes, overnight parking); review and discussion and/or possible action and/or vote

Chief Mello stated that this matter was brought up by Committee Member Meagher and due to her absence he suggested that this item be continued to the next meeting.

Motion was made by Committee Member Munger, seconded by Committee Member Mastrostefano to continue this matter to the next meeting on 12/15/15. So unanimously voted.

NEW BUSINESS

- A) Communication from Richard Allphin re: **Towing of vehicles** by Jamestown Police Department, with request to appear before the Committee; review and discussion and/or potential action and/or vote

Previously discussed.

- B) Proposed **Parking Restrictions for Jamestown Shores** area from Route 138 (Old Eldred Avenue) north to Garboard Street; review and discussion and/or potential action and/or vote

Previously discussed.

ADJOURNMENT

There being no further business before the Committee, motion was made by Committee Member Munger, seconded by Committee Member Moretti to adjourn the meeting at 6:49 PM. So unanimously voted.

Attest:

Denise Jennings
Clerk

xc: Commission Members (7)
Chief of Police
Town Clerk

Jamestown Tree Preservation and Protection Committee

Tuesday, October 27, 2015

MINUTES

The meeting was called to order at 6:49 PM. Present Jim Rugh, Roger Birn, Lois Migneault, Mark Girard and Tree Warden Steve Saracino. Absent: John Collins and Paula Samos. Tony Antine and Paula Samos joined the meeting in progress.

The minutes of the October meeting were read. Mr. Antine moved approval, Ms. Migneault seconded and the motion was passed unanimously.

New member Mark Girard was introduced and he provided the committee with his background.

Tree Warden Report: Steve Saracino reported that the final draft of the Narragansett Avenue Tree Inventory was presented to the Town Manager and Town Engineer at the posted special meeting on October 22. The Town Manager was in agreement with the overall assessment of the inventory and is going to present it to the Town Council for general approval. The scope of work associated with this inventory would be in phases if the report is accepted. He said that the Town would work with the committee if removals are needed to facilitate understanding of the need by abutters and affected landowners.

An assortment of Western Arborvitaes, Norway spruce, upright junipers, and Canadian hemlocks were planted on September 30 by the DPW. The plants were sourced at Schartner Farms, were 6-10' in height and priced between \$40 and \$60. Completing this planting fulfilled the 2012-2013 ATB grant obligation by the Town.

The final package for the 2013 ATB Grant was prepared and submitted to the Division of Environmental Management for reimbursement. The amount to be reimbursed will be \$2,500.00. Once a project is agreed upon there will be meeting with RIDEM to discuss the availability of funds and the level of consideration for our selected project. Mr. Rugh asked if funds could be used to support the efforts of Taylor Point. Ms. Migneault said that there would be a need to plant native tree species. She suggested that since native Atlantic cedar are very difficult to locate at nurseries there might be an opportunity to relocate small trees from private property where they are not wanted and grow them on at the tree nursery. Mr. Rugh noted that there is space and this is an ideal use of the nursery. The Tree Warden will check with the State Urban Foresters about using ATB funds of this purpose.

On Thursday October 15 the Tree Warden and Chairman met with Police Chief Edward Mello to discuss unauthorized tree removals, trimming, and plantings island-wide. The meeting was set up to brief the JPD on our tree removal/trimming/planting permit application and to seek any assistance from the police department to take notice regarding any tree work that is being done by private tree companies, landscapers, and homeowners on Town Right of Way Property without an accepted and approved permit. The idea is to have the officers aware of procedures and to potentially stop and inquire about any work being performed. Chief Mello was receptive to our ideas and stated that he would educate the officers to our procedures and enforcement pertaining to this matter.

TREE REMOVAL/TRIMMING PERMIT REQUESTS

- **44 Maple Street** – Jerome Gorman (Permit #7) A request was approved to remove a hazardous Maple tree in front of property. Work was completed by Northeastern Tree Service.
- **30 Walcott Avenue** – A request was made to remove large dead limbs/branches on Town trees along High Street/Walcott Ave. along property line. A decision has been made to remove all hazardous branches/limbs and do some selective pruning. Work was completed by Northeastern Tree Service.
- **12 Pardon Tucker Place** – A request was made to remove a hazardous Locust tree adjacent to homeowners' driveway. Numerous limbs have broken off tree from winds and fallen onto to property. A decision has been made to remove tree. Work was completed by Northeastern Tree service.
- **14 Pierce Avenue** – A request was made to remove a hazardous rotted tree in front of property. A decision has been made to selectively thin and prune tree which will be done by the Jamestown DPW.
- **Battery Commission** – A request was made to remove a large limb from a Black Cherry which has broken and is hanging from tree. Work was completed by the DPW.
- **14 Racquet Road** – A request was made to remove two dead trees on Town property adjacent to property. A decision was made to remove trees and completed by the Jamestown DPW.
- **8 Grinnel Street** – A request was made by homeowner to prune and potentially remove trees on property line and private property adjacent to the Fire Station. Homeowner has concerns regarding heavy equipment from the up-coming Fire Station Renovation project running over tree roots that are on property line and potentially creating future hazardous trees. After a discussion with Andy Nota was completed regarding this matter it was decided that this request at this time would not be approved and the topic would be revisited at a later time closer to construction activities.

Under New Business members were reminded that due to term limits both Jim Rugh and Tony Antine must leave the committee at the end of the year. Since there will not be a December meeting elections must be held at the November 22 meeting. There is a need for a Chairman, Vice Chairman and Secretary. All members were urged to volunteer for a position.

Liaison Report: Taylor Point Restoration Association: Ms. Migneault reported that a team from a restoration ecology class a URI is developing a development plan for Taylor Point. This plan will identify exiting plants, determine the invasive plants, evaluate the ecology and soil of the site, note erosion areas, etc. Goals are to address beach erosion and to remove invasive plant material and replace it with native plant material. This URI prepared plan will be presented to the Association in December. An online survey to allow residents to have input will be coming soon.

Ms. Migneault moved and Mr. Rugh seconded a motion to adjourn. This passed unanimously and the meeting adjourned at 7:52 PM

Approved: November 24, 2015



State of Rhode Island and Providence Plantations
Coastal Resources Management Council
Oliver H. Stedman Government Center
4808 Tower Hill Road, Suite 116
Wakefield, RI 02879-1900

(401) 783-3370
Fax (401) 783-3767

JANUARY 2016 CALENDAR

- Tuesday, January 12** **Semimonthly Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.
6:00 p.m.
- Tuesday, January 19** **Policy and Planning Subcommittee Meeting.** CRMC; Conference Room, Oliver Stedman Government Center, 4808 Tower Hill Road, Wakefield, RI.
8:30 a.m.
- Tuesday, January 26** **ROW Subcommittee Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.
5:45 p.m.
- Tuesday, January 26** **Semimonthly Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.
6:00 p.m.
- Friday, January 29** **Administrative Fine Hearings.** East Providence City Hall, Council Chambers, 145 Taunton Avenue, East Providence, RI.
9:00 a.m.

Individuals requesting interpreter services for the hearing impaired for any of the above meetings must notify the Council office at (783-3370) 72-hours in advance of the meeting date.



Oliver Stedman Government Center
4808 Tower Hill Road, Suite 116
Wakefield, RI 02879
401-783-3370

**PUBLIC NOTICE for PROPOSED RULE-MAKING and
PUBLIC HEARING**

**Proposed Amendments to the Coastal Resources Management Program
Management Procedures – Section 5.9 Presentation of Expert and Lay Testimony**

Pursuant to Chapter 46-23 of the State of Rhode Island General Laws, as amended, the Coastal Resources Management Council proposes to amend and take public comment on the following sections only of the Coastal Resources Management Program (CRMP): **Management Procedures - Section 5.9 Presentation of Expert and Lay Testimony**. Comments will not be taken on any other section of the Coastal Resources Management Program during this notice period. In accordance with the procedures of the RI Administrative Procedures Act (R.I.G.L. § 42-35-3) and the Rules and Regulations of the Coastal Resources Management Council, notice is hereby given of the intent of the Coastal Resources Management Council to hold a public hearing, accept public comment, and afford interested persons reasonable opportunity to submit data, views or arguments orally or in writing during the 30-day comment period and the public hearing.

The **public hearing** will be held at **6:00 p.m. on Tuesday, February 9, 2016 in Conference Room A at the Department of Administration, One Capitol Hill, Providence, RI**. The room is accessible to the disabled and persons requesting interpreter services for the hearing impaired must notify the Council office at 401-783-3370 or RI 711 at least three (3) business days in advance of the hearing date so that such assistance can be provided at no cost to the person requesting.

Summary of Proposed Amendment to Management Procedures – Section 5.9:

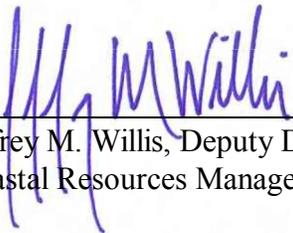
The purpose of the proposed regulation change to Section 5.9 Presentation of Expert and Lay Testimony of the CRMC Management Procedures is to codify and provide due notice to applicants and other parties that the introduction of new evidence, reports or data at a Council or subcommittee hearing may result in the rescheduling of the hearing. The proposed rule change will incentivize applicants to provide all pertinent evidence, reports or data to the Council or subcommittee prior to the hearing so that the Council or subcommittee can efficiently hear and process pending applications in a timely manner. The introduction of new materials by the applicant at a hearing only causes delays for the applicant, and sometimes objections from other parties, which unnecessarily lengthens the time to issue a final decision.

The Council has complied with the requirements of R.I. General Laws §§ 42-35.1-3 and 42-35.1-4 and has filed copies of the proposed regulations with the Governors Office and the Office of Regulatory Reform of the Department of Administration's Office of Management and Budget. The Council has determined that the proposed regulations do not overlap or duplicate any other state regulation and will not have any adverse effect on small businesses.

The proposed regulations are available on the CRMC website – www.crmc.ri.gov. Additionally, the proposed regulations can be reviewed in person at the Coastal Resources Management Council offices located at the Oliver Stedman Government Center, 4808 Tower Hill Road, Wakefield, RI. Further information may be obtained by contacting the Coastal Resources Management Council offices at 783-3370.

All interested persons are invited to submit written comments on the proposed amendments to Section 4.3 of the CRMC Management Procedures on or before **January 28, 2016** to provide advance notice to the Council prior to the public hearing. All such comments should be directed to Grover J. Fugate, Executive Director, at the above address.

Signed this 27th day of December, 2015



Jeffrey M. Willis, Deputy Director
Coastal Resources Management Council

Proposed Amendments

RI Coastal Resources Management Program – Management Procedures

Revise existing Section 5.9 Presentation of Expert and Lay Testimony as follows:

(Unaltered text is existing text in Section 5.9, while new text is **underlined** and deleted text is **~~strikethrough~~**)

5.9 Presentation of Expert and Lay Testimony

All parties to an application shall provide a list of all expert and lay witnesses it intends to present, as well as the subject matter **and materials** on which the witness is expected to testify to the Council or subcommittee after completion of the CRMC staff reports and not less than five (5) business days prior to the scheduled hearing. **The introduction at the hearing of any new evidence, reports, or data may result in a delay and rescheduling of the hearing.**

**TOWN OF JAMESTOWN
TAX ASSESSOR
93 Narragansett Avenue
Jamestown, RI 02835**

To: PRESIDENT, JAMESTOWN TOWN COUNCIL

From: JAMESTOWN TAX ASSESSOR

Subject: ABATEMENTS/ADDENDA OF TAXES FOR JANUARY 4, 2016 MEETING

REAL PROPERTY ABATEMENTS TO 2015 TAX ROLL

#01-0470-95 Andreoni, Glenn J. & Marjorie L.	Plat 7, Lot 134 - Tax Appeal - Assessment reduced based on Flood Zone influence	\$3,605.07
#02-1675-00 Burns, Ruth E., Trust	Plat 15, Lot 22 – Property transfer 12-7-15 to Account #10-0400-05	\$2,365.14
#02-1774-70 Byrne, Edward J. & Hynes, Katherine M.	Plat 9, Lot 684 – Property transfer 12-11-15 to Account #08-1081-15	\$3,602.57
#03-0370-00 Carton Family Trust	Plat 10, Lot 26 – Property transfer 12-4-15 to Account #07-0269-41	\$5,181.08
#18-0742-10 Rosenberg, Jerrold N., Trustee	Plat 10, Lot 1 - Tax Appeal - Assessment reduced based on topography and condition	\$2,722.68
#19-0840-40 Silvia, Jean Marie	Plat 9, Lot 758 - Tax Appeal - Assessment reduced based on proximity to water towers	\$129.94
#19-1267-01 Sorlien, Christopher C. et al	Plat 13, Lot 32 – Property transfer 12-15-15 to Account #14-0060-15	\$2,107.20
#22-0060-50 Vazquez, Terry & Sullivan, Patricia	Plat 8, Lot 652 – Property transfer 12-4-15 to Account #14-0070-00	\$4,619.98

REAL PROPERTY ADDENDA TO 2015 TAX ROLL

#07-0269-41 George, Charlton , Nancy, & Alexander	Plat 10, Lot 26 – Property transfer 12-4-15 from Account #03-0370-00	\$5,181.08
#08-1081-15 Hynes, Katherine M.	Plat 9, Lot 684 – Property transfer 12-11-15 from Account #02-1774-70	\$3,602.57
#10-0400-05 Julian Realty Group, LLC	Plat 15, Lot 22 – Property transfer 12-7-15 from Account #02-1675-00	\$2,365.14
#14-0060-15 Nelson Northern Properties, LLC	Plat 13, Lot 32 – Property transfer 12-15-15 from Account #19-1267-01	\$2,107.20
#14-0070-00 Nelson, Jennifer Lee & Jeffrey R.	Plat 8, Lot 652 – Property transfer 12-4-15 from Account #22-0060-50	\$4,619.98

TOTAL ABATEMENTS	\$24,333.66
TOTAL ADDENDA	\$17,875.97

RESPECTFULLY SUBMITTED,

Kenneth S. Gray

KENNETH S. GRAY,
TAX ASSESSOR



TOWN OF JAMESTOWN
P.O. Box 377
93 Narragansett Ave.
JAMESTOWN, RHODE ISLAND 02835

Planning Office - 423-7210
Fax - 423-7226

Notice of Master Plan Information Meeting

A Master Plan Information Meeting will be held for the application Jamestown Terrace, 138 Narragansett Avenue, Assessors Plat 8 Lot 79, owned by Holy Ghost Society, Applicant Douglas Enterprises, LTD for a Comprehensive Permit for low and moderate income housing, a Major Land Development Project for 16 Units (4 are low and moderate income restricted units), 2 buildings, Special Use Permit for Multi-Family Development Proposal with Variances on January 6, 2016 at a meeting of the Jamestown Planning Commission sitting as the Local Review Board pursuant to RIGL 45-53 Low and Moderate Income Housing Act, beginning at 7:00 p.m. in the Town Hall Council Chambers located at 93 Narragansett Avenue in Jamestown.

The Local Review Board will review and act on the proposed Major Land Development Project as well as the requested variances through the Comprehensive Permit process. The Local Review Board shall have the authority to issue the comprehensive permit for subdivision per Jamestown Zoning Ordinance Article 17 and RIGL Title 45 Ch. 53 as amended, including the necessary relief from the Zoning Ordinance as stated below.

This project consists of development of 2 multi-family structures with a total of 16 units, 4 of which are affordable, requesting variances to the Zoning Ordinance as follows including any and all other necessary relief as determined:

1. Special Use Permit for Multi Family Dwellings in R-20 Zone; Table 3-1 permitted uses
2. Deviation form (formerly Dimensional (variance)) from Article 3, Section 82-302, Table 3-2, minimum lot size for multifamily project within the R-20 zone of the Village Special Development District.
Minimum Required – 200,000 square feet, existing = 41,055 sq. ft.
Relief requested = 361,945 square feet
3. Deviation from front yard setback pursuant to Table 3-2
Setback required = 30 feet, setback provided = 21.5 feet
Relief requested = 8.5 feet
4. Deviation from Article 10, Section 82-1006.5. Open Space Requirements
Required Open Space 38,512 square feet
 - 2 sq. ft. per sq. ft. of gross floor areaProvided Open Space: 19,974 sq. ft.
Relief Requested: 18,538 sq. ft.

RECEIVED
TOWN OF JAMESTOWN, R.I.
15 DEC 30 AM 10:55

The project is accessed by frontage on Narragansett Avenue and Pemberton Avenue, both public roads, located 550 feet (less than 1/10th mile) west of the intersection with Narragansett Avenue/Southwest Avenue. The present street address of the premises is 138 Narragansett Avenue. The project is comprised of Tax Assessors Plat (AP) 8 Lot 79.

Interested parties may examine the plans for the proposed Comprehensive Permit Application including the proposed Land Development Project and requested Zoning Ordinance Variances at the Jamestown Planning Office, located at the Town Hall, 93 Narragansett Avenue Monday through Friday, between the hours of 9am to 1:00pm, 423-7210.

The proposed Major Land Development Project may be revised by the Local Review Board as a result of further study or because of the views expressed at the Public Informational Meeting.

This meeting location is accessible to the physically challenged. Hearing or speech impaired individuals requiring services of an interpreter should call 1-800-745-5555 not less than 3 business days prior to meeting.

**TOWN OF CHARLESTOWN
A RESOLUTION IN SUPPORT OF
LEGISLATION ON CONTROLLING BLASTING**

WHEREAS, the residents of Charlestown and other cities and towns are plagued with undesirable effects of blasting for roads, ledge removal, reduction of boulders, home site preparation and quarrying; and

WHEREAS, currently no notice to abutters or those nearby is required in advance of blasting; and

WHEREAS, no rules and regulations exist to protect citizens from damage to their property as a result of unannounced blasting; and

WHEREAS, abutters and those nearby are surprised and frightened by unanticipated blasting; and

WHEREAS, the health, safety and welfare of citizens are compromised by and at the mercy of blasters; and

WHEREAS, the State Fire Marshall now has the authority to grant blasting permits without notification of abutters or those nearby the same day the permit is requested, in many cases in residential areas;

NOW, THEREFORE, BE IT RESOLVED that the following statutes, rules and regulations be implemented by the R.I. General Assembly; A two (2) week notice in advance of blasting via registered mail to any abutter within 500 feet of the property line of the blast site to allow for safe storage of vulnerable valuables and establishment of pre-blast condition of wells, foundations, chimneys, and other improvements; and that duplicate notification be provided to local police departments, fire departments, building and zoning offices and fire marshals; and that we, the Town Council of the Town of Charlestown, Rhode Island, respectfully request R.I. General Assembly support for preparing the necessary legislation to establish appropriate rules and regulations for implementation by the State Fire Marshall's office to protect residents, abutters and those nearby from the physical and mental costs of unanticipated blasting near residential areas.

AND, BE IT FURTHER RESOLVED, that the Town Clerk is hereby instructed to submit a copy of this resolution to the Charlestown Senators Dennis Algiere and Elaine Morgan and House Representative Blake Filippi, and to all Rhode Island Cities and Towns, all Rhode Island Legislators, Speakers of the House and Senate, the State Fire Marshall and the Governor seeking their consideration of and support for this Resolution.

The RESOLUTION shall take effect immediately upon the date hereof.

By resolution of the Charlestown Town Council
at a meeting held on December 14, 2015

Amy Rose Weinreich, CMC

Attested To By
Amy Rose Weinreich, CMC Town Clerk

