

**TOWN COUNCIL WORK SESSION**  
**October 29, 2014**

**I. CALL TO ORDER**

President Trocki called the Jamestown Town Council work session to order at 6:55 p.m. on Wednesday, October 29, 2014 in the Rosamond A. Tefft Council Chambers of the Jamestown Town Hall at 93 Narragansett Avenue.

**II. ROLL CALL**

Town Council Members present:

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

Town Council Members absent:

Eugene B. Mihaly

Also in Attendance:

Andrew E. Nota, Town Administrator  
Wyatt A. Brochu, Town Solicitor  
Cheryl A. Fernstrom, Town Clerk

**III. TOWN COUNCIL WORK SESSION**

A) Agenda setting for the Town Council Meeting of Monday, November 3, 2014

Town Council President Trocki explained the meeting and agenda setting procedure and referenced the draft agenda supplied by the Town Administrator. The work session is partnered with the Water and Sewer Meeting the Wednesday prior to the regular meeting (1<sup>st</sup> Monday of the month). President Trocki stated the Council likes the concept of setting the agenda with the community present at a session closer to the actual meeting date, which should be efficient and work successfully.

Town Administrator Nota stated the Council can have discussion to determine if items need to be added or deleted from the proposed agenda.

**Review of Agenda.** Town Administrator Nota reviewed the agenda by sections.

IV. Public Hearings. The liquor licenses and after-hours license renewals require a public hearing and will be addressed under agenda item IV. Public Hearings, Licenses, and Permits. The more routine victualing, holiday, and entertainment licenses will be

approved under X. Consent Agenda. Discussion ensued of agenda placement for license applications without all of the required signatures and approvals. Having one regular meeting per month makes the license approval process difficult. Town Administrator Nota stated not all license applications will contain all the signatures, and he asks the Council to consider granting license renewals subject to resolution of debts, taxes, State approval and appropriate signatures, but not issue licenses until all conditions are met.

VI. Town Administrator's Report. Mr. Nota stated he will give updates on current projects under his report. President Trocki requested the Bike Path be placed under the Report.

#### VIII. New Business.

Set meeting date for pre-budget work session with School Committee. The Town Clerk is coordinating dates with School Committee Chair Cathy Kaiser for the annual pre-budget work session (open session) and to discuss the pension suit that both the Town and School must respond to (executive session). The School Committee recommends Thursday, December 4, 2014, at 5:30 p.m. prior to their regular meeting to address both issues. Discussion ensued of Council availability. This date may be a conflict for President Trocki, as the Jamestown Chamber of Commerce annual meeting is traditionally scheduled for the that date; she will keep us informed.

Set meeting date to seat new Town Council and Installation of Officers. Discussion ensued of scheduling this the third Monday in November, the 17<sup>th</sup>. The Water and Sewer Meeting and Agenda Setting Meeting could be tentatively scheduled for the following Monday, November 24<sup>th</sup>.

Awarding of Bids for Public Works Department. This is for trucks and equipment for the Highway Department. The bids were opened today and Public Works Director Gray is working on bid recommendations.

#### IX. Ordinances and Appointments.

Tick Task Force. A non-resident notice is on the agenda for member Jemma Craig, who moved out of town.

#### X. Consent Agenda

Council Minutes are slated for approval; Minutes for Boards and Commissions are slated for approval; CRMC Notices are on the agenda.

Zoning Board of Review abutter notifications are on the agenda. With one regular meeting a month, the notifications are for the hearing that took place last night. There is one abutter notification missing that was on last evening's agenda, and it will be added to the Council agenda. Abatements and license renewals are part of the Consent Agenda.

#### XI. Communications and Petitions

Communications include two memos from Conservation Commission Chair Coleman and a letter and petition from Bayberry Road residents. Bayberry Road was paved this week, so their concerns have been alleviated.

Petitions include a Verizon Pole Petition for High Street and Green Lane, and Public Works Director Gray is preparing a recommendation for approval of the pole petition.

XII. Executive Session. There is no executive session scheduled for Monday's meeting.

Council members requested a list of appointments and vacancies that includes reappointments and vacancies without applicants.

Councilor Tighe noted the Traffic Committee recommendation to the State Traffic Commission did not appear on the agenda. Mr. Nota stated Police Chief Mello is waiting until the December meeting to combine it with other recommendations.

B) Open Forum

- 1) Scheduled to Address
- 2) Non-scheduled to Address.

Gayen Thompson of Grinnell Street commented on access to public buildings for the physically challenged. She is grateful for the changes being made to the front and rear entrances of Town Hall. She expressed concern for the Recreations Center, which is used as the Polling Place for District 1, due to parking and some construction debris, which she hopes is clear for Election Day. Ms. Thompson commented on the statement on all Town agendas "This meeting location is accessible to the physically challenged" and suggested this phrase be reviewed with the Town Solicitor, as she feels there is limited access for the physically challenged. Accessibility issues will be under the Town Administrator's Report on Monday's agenda.

Ellen Winsor of East Shore Road encouraged the Council to establish a committee for water and sewer users to review the issues and seek grants to maximize cash flow and assist our water and sewer users, as additional repairs will be coming up and there is a long-standing debt issue. Discussion ensued of whether this should be discussed at the Water and Sewer or Council Meeting. Councilor Dickinson stated this is an issue that needs to have more energy and focus. Ms. Winsor feels the Council should be more proactive in this area.

## VII. ADJOURNMENT

There being no further business to discuss, the work session was adjourned at 7:14 p.m.

Attest:

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Cheryl A. Fernstrom, CMC, Town Clerk  
Town Council Work Session 10.29.2014

Copies to:   Town Council (5)  
                  Town Administrator  
                  Finance Director  
                  Town Solicitor