



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, November 21, 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, PRESENTATIONS, RESOLUTIONS AND PROCLAMATIONS

A) Acknowledgement

- 1) Town Council Member Thomas P. Tighe: Recognition of his service to the Town of Jamestown, 2012-2016

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.

A) **Town Council Sitting as the Alcoholic Beverage Licensing Board**

- 1) **NOTICE** is hereby given by the Town Council of the Town of Jamestown, being the Licensing Board in said Town as provided under Title 3 Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended, that the following **RENEWAL** application and **REQUEST TO EXPAND AUTHORIZED SERVICE AREA** has have been received by the Town Council under said Act, for the period December 1, 2016 to November 30, 2017 (duly advertised in the *Jamestown Press* October 13th and October 20th); review and discussion and/or potential action and/or vote; continued from November 7, 2016:

a) **CLASS B – TAVERN**

Bay Voyage, LLC
dba: Bay Voyage
150 Conanicus Avenue

- i) Approval of Liquor License renewal application and request to expand the authorized service area for **CLASS B – TAVERN**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2016 to November 30, 2017; review and discussion and/or potential action and/or vote
 - 1. Revised Seating Plan by applicant
 - 2. Zoning Official Costa's determination
 - 3. Police Chief Mello's recommended restrictions

V. PUBLIC COMMENT

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,
BOARD/COMMISSION/COMMITTEE COMMENTS & REPORTS**

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- A) Upcoming meetings, work sessions, budget work sessions, workshops, and other sessions; review and discussion and/or potential action and/or vote

IX. ORDINANCES AND APPOINTMENTS

- A) Appointments and Vacancies
 - 1) Jamestown Housing Authority (One vacancy with an unexpired five-year term ending date of December 31, 2017); duly advertised; no applicants
 - 2) Jamestown Tax Assessment Board of Review – Alternate (One vacancy with a one-year term ending date of May 31, 2017); duly advertised; no applicants
 - 3) Jamestown Tree Preservation and Protection Committee (One vacancy with an unexpired three-year term ending date of December 31, 2016); duly advertised; no applicants
 - 4) Jamestown Juvenile Hearing Board – Alternate (One vacancy with an unexpired two-year term ending date of December 31, 2017)
 - a) Letter of resignation
 - i) Theresa DiGiovanni

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) November 7, 2016 (regular meeting)
 - 2) November 7, 2016 (golf course workshop)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Affordable Housing Committee (02/16/2016)
 - 2) Jamestown Affordable Housing Committee (03/16/2016)
 - 3) Jamestown Affordable Housing Committee (04/13/2016)
 - 4) Jamestown Conservation Commission (10/20/2016)
 - 5) Jamestown Harbor Commission (10/12/2016)
 - 6) Jamestown Library Board of Trustees (10/11/2016)
 - 7) Jamestown Library Renovation Building Committee (10/04/2016)
 - 8) Jamestown Library Renovation Building Committee (10/17/2016)
 - 9) Jamestown Planning Commission (08/17/2016)
 - 10) Jamestown Planning Commission (10/05/2016)
 - 11) Jamestown Traffic Committee (10/20/2016)
 - 12) Jamestown Zoning Board of Review (10/25/201)
- C) Victualing License Renewal
 - 1) Ace’s Pizza, Inc. dba: **Ace’s Pizza**
- D) Abatements/Addenda of Taxes

Total Abatements: \$38,356.92 Total Addenda: \$37,003.34

 - 1) Motor Vehicles – Abatements to 2016 Tax Roll

<u>Account/Abatement Amount</u>	
a) 07-1133-30M	\$ 198.71
 - 2) Real Property/Tangible Abatements to 2016 Tax Roll

<u>Account/Abatement Amount</u>	
a) 06-0212-00	\$ 4,340.03
b) 07-0421-50	\$ 785.93
c) 08-0257-00	\$ 148.43
d) 10-0023-00	\$ 2,751.01
e) 10-0129-50	\$22,303.29
f) 19-0074-05	\$ 263.41
g) 19-0635-00	\$ 7,047.88
h) 19-1162-50	\$ 518.23
 - 3) Real Property/Tangible Addenda to 2016 Tax Roll

<u>Account/Abatement Amount</u>	
a) 09-0037-11	\$ 518.23
b) 10-0097-05	\$22,346.19
c) 12-0084-50	\$ 7,047.88
d) 13-1013-80	\$ 4,340.03
e) 19-0328-52	\$ 2,751.01
- E) Finance Director’s Report
- F) One Day Event Licenses

- 1) Applicant: Conanicut Island Art Association
Event: CIAA Annual Holiday Arts & Crafts Fair
Date: December 3, 2016
Location: Lawn Avenue School
- 2) Applicant: Tom Harris
Event: Jamestown Christmas Tree Lighting Ceremony
Date: December 3, 2016
Location: East Ferry Green
- 3) Applicant: Jamestown Community Chorus
Event: Annual Holiday Concert
Date: December 10, 2016
Location: Jamestown Recreation Center
- 4) Applicant: Jamestown Community Band
Event: Annual Holiday Concert
Date: December 13, 2016
Location: Jamestown Recreation Center

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

A) Communications

- 1) Letter of Jeff Nicol re: Target shooting ordinance and gun safety
- 2) Letter of Jean Button re: Golf Course building and future uses
- 3) Letter of Carolyn and John Wayt re: tradition of making the highest vote recipient President of the Town Council

XII. AGENDA ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

XIII. EXECUTIVE 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.

State of Rhode Island

Board of Licensing Commissioners

Application for License by Corporation

Retailer Class:

A _____ BT X BV _____ BV-L _____ C _____

Name of Applicant (Corp. Name): Bay Voyage LLC

DBA: Bay Voyage Phone # 401.264.2078

Address of Premise: 150 Conanicus Avenue, Jamestown, RI, 02835

Hours of Operation: 10:00 am - 11:00 pm (special functions until 12:00 am per Condo Documents)

State - Incorporated: _____ Date of Incorporation: _____

Name Address, Phone # and Date of Birth of all Officers:

Kevin Sullivan 264-2078
719 Bellevue Avenue 2/20/1970
Newport, RI 02840

Name and Address of all Directors or Board Members:

Classes of Stock: One Class No Par Value

Amount of Each Authorized: _____ Amount of Each Issued: _____

Names and Addresses of All Registered Owners of Each Class and Amount Owned:

If any of the above stock is hypothecated or pledged provide details:

If application is in behalf of undisclosed principal or party in interest, give details:

Does Applicant Own Premise? YES -or- NO Is Property Mortgaged? YES -or- NO
Is Property Leased? YES -or- NO

RECEIVED
TOWN OF JAMESTOWN, R.I.
16 SEP 19 PM 1:36

Give Name and Address of Mortgage or Lessee Amount of Extent:

Have any Officers, Board Members or Stockholders ever been arrested or convicted of a crime? YES -or- NO (if Yes explain): _____

Is any other business to be carried on in Licensed Premises? YES -or- **NO** (if Yes explain): _____

Is any Officer, Board Member or Stockholder engaged in any manner as a Law Enforcement Officer? YES -or- **NO** (if Yes explain): _____

Is Applicant or any of its Officers, Board Members or Stockholders interested directly or indirectly, as principle or associate, or in any manner whatsoever, in any retail license issued under Chapter 3-7 of the General Laws of Rhode Island, 1956, as amended? If yes, explain.

Is Applicant the owner or operator of any other business? **YES** -or- NO If yes, explain:

State amount of capital invested in the business: _____ 250,000.00

Does applicant have a draft system: **YES** -or- NO

I hereby certify that the above statements are true to the best of my knowledge and belief.

Applicant

Date

Witness of Licensing Board or Notary Public

Date of Witness or Notary Expiration

#755835

10/4/12

Instructions for Corporation Applicants

1. Every question on the Application Form must be answered. Any false statement made by the Applicant will be sufficient grounds for the denial of the application or the revocation of the license in case one has been granted.
2. Corporations having 25 or more stockholders need not file a list of the names and addresses of stockholders (question #8).
3. Attention is called to the requirements of the 1963 amendment of Section 3-5-10 of the General Laws.
 - a. All newly elected officers or directors must be reported to the Board of License Commissioners within 30 days.
 - b. Any acquisition by any person of more than 10% of any class of corporate stock must be reported within 30 days.
 - c. Any transfer of 50% or more of any class of corporate stock can be made only by written application to the licensing board subject to the procedures for a transfer license.
4. Submit with this application a copy of the proposed menu – Class BV;BVL.
5. Submit with this application a copy of Pharmacist’s Dept. of Health Licenses. (Class E)

(Copy Shall Be Forwarded To Liquor Control Administration By Town Clerk)

Town of Jamestown, Rhode Island
Board of License Commissioners
Alcoholic Beverage License Application

As part of the application process for a liquor license in the Town of Jamestown, the Alcoholic Beverage Licensing Commission of said town conducts an investigation to determine if the applicant has ever been convicted of any crime in this state or any other state. The applicant acknowledges the same, and consents to the investigation by the Commission or its designee, including the Jamestown Police Department, and the release of any information relating to a past criminal conviction of the applicant by any federal, state or municipal source to the Commission or its designee.

Signature of Applicant: _____

For Office Use Only

Advertising Fee: \$ 20.81 License Fee: \$ _____ Paid/Date: _____

Approval: Please Sign & Date

Chief of Police: _____ [Signature] 11-2-2014 SOS ATTACHED MEMO

Fire Chief: _____ [Signature] 11.17.14

Zoning Official: _____

Water & Sewer Clerk: _____ [Signature] 11/3/14

Tax Collector: _____ [Signature] 11/4/16

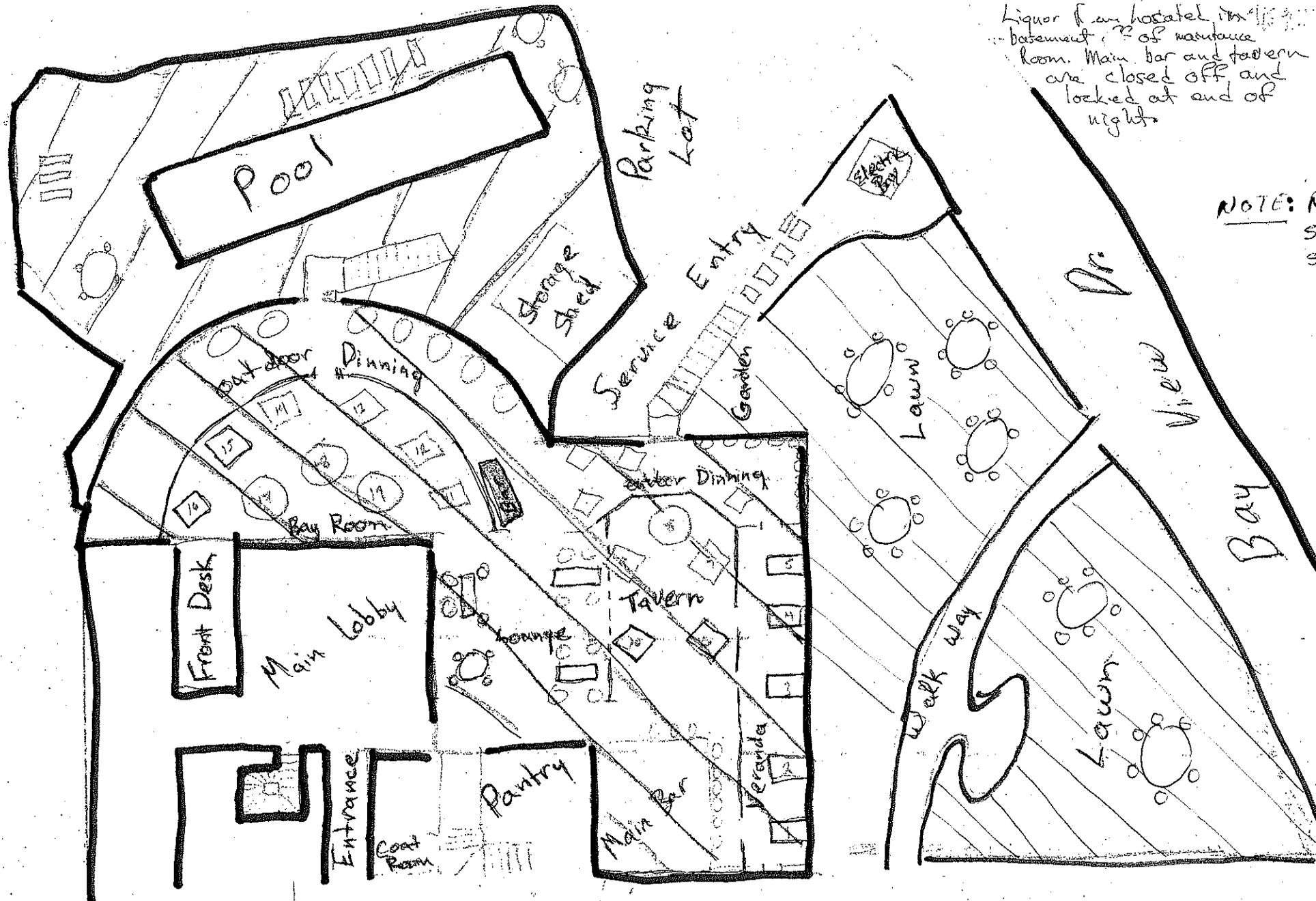


This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20____ for the period of **December 1, 20_____** to **November 30, 20_____**.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk

16 NOV 14 PM 1:43



NOTE: Request to increase Service AREA TO Lawn seating, 6 tables w/ 6 seats each (Total 36 patrons), Seasonally From April 1st Through October 31st

SEATING - INSIDE

- 1. Lounge = 20
- 2. Bay Room = 46
- 3. Tavern = 34
- 4. Veranda = 20
- 5. Outdoor Dining / DECK = 30

TOTAL = 150

6. LAWN AREA = 36



Office of Code Enforcement

Zoning
Building Codes
Minimum Housing
Property Maintenance

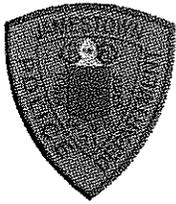
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9803
email: ccosta@jamestownri.net

TO: ANDREW E. NOTA, TOWN ADMINISTRATOR
FROM: CHRIS COSTA, BUILDING/ZONING OFFICIAL
SUBJECT: BAY VOYAGE SERVICE EXPANSION REQUEST
DATE: NOVEMBER 17, 2016

In review of all building and zoning files for the Bay Voyage, there appears to be no conditions or restrictions on where alcohol can be consumed or served on the property. The potential maximum parking increase to be generated from the expansion will not exceed the 77 spaces provided. The seating plan and calculations show 186 seats divide by 5 equals 37 plus one per 32 timeshare units to be 69 space required. The May 2, 2016 Town Council minutes reflect a granted of permission to consume alcohol on the designated grass area.

In my review, I do not feel that this application should be considered an expansion of use, requiring separate Zoning Board review. This application should fall under the jurisdiction of the Liquor Licensing Board for review and consideration.

Should you require any additional input on this matter, please let me know.



JAMESTOWN POLICE DEPARTMENT

250 Conanicus Avenue, Jamestown, RI 02835

Tel: (401) 423-1212 Fax: (401) 423-3710

www.jamestownri.net/police



Edward A. Mello
Chief of Police

MEMORANDUM

TO: Licensing Board
FROM: Chief Edward A. Mello
DATE: November 17, 2016
SUBJECT: Bay Voyage 2017 License (outside service area added)

Regarding the 2017 liquor (BT) license application for the Bay Voyage to include alcohol service on the outside lawn area, I recommend the following conditions:

- 1) Alcohol service be allowed inside the restaurant area
- 2) Alcohol service be allowed on the deck area
- 3) Alcohol service be allowed in plastic ware in fenced pool area
- 4) Alcohol service be allowed on grass lawn area
- 5) Signage "NO ALCOHOL BEYOND THIS POINT" be installed at east end of sidewalk of front lawn.
- 6) No fixed or portable bar be permitted on the lawn area.
- 7) The number of tables on the lawn area shall be limited to six with six seats each.
- 8) The outside service be limited from April 1 through October 31.
- 9) The liquor board set an early end to outside service lawn area.
- 10) Applicant to provide a detailed floor/exterior plan indicating alcohol service area, proposed bars (permanent and temporary) and alcohol storage area.
- 11) Any outside special events i.e. wedding, music or entertainment would require a special event license.

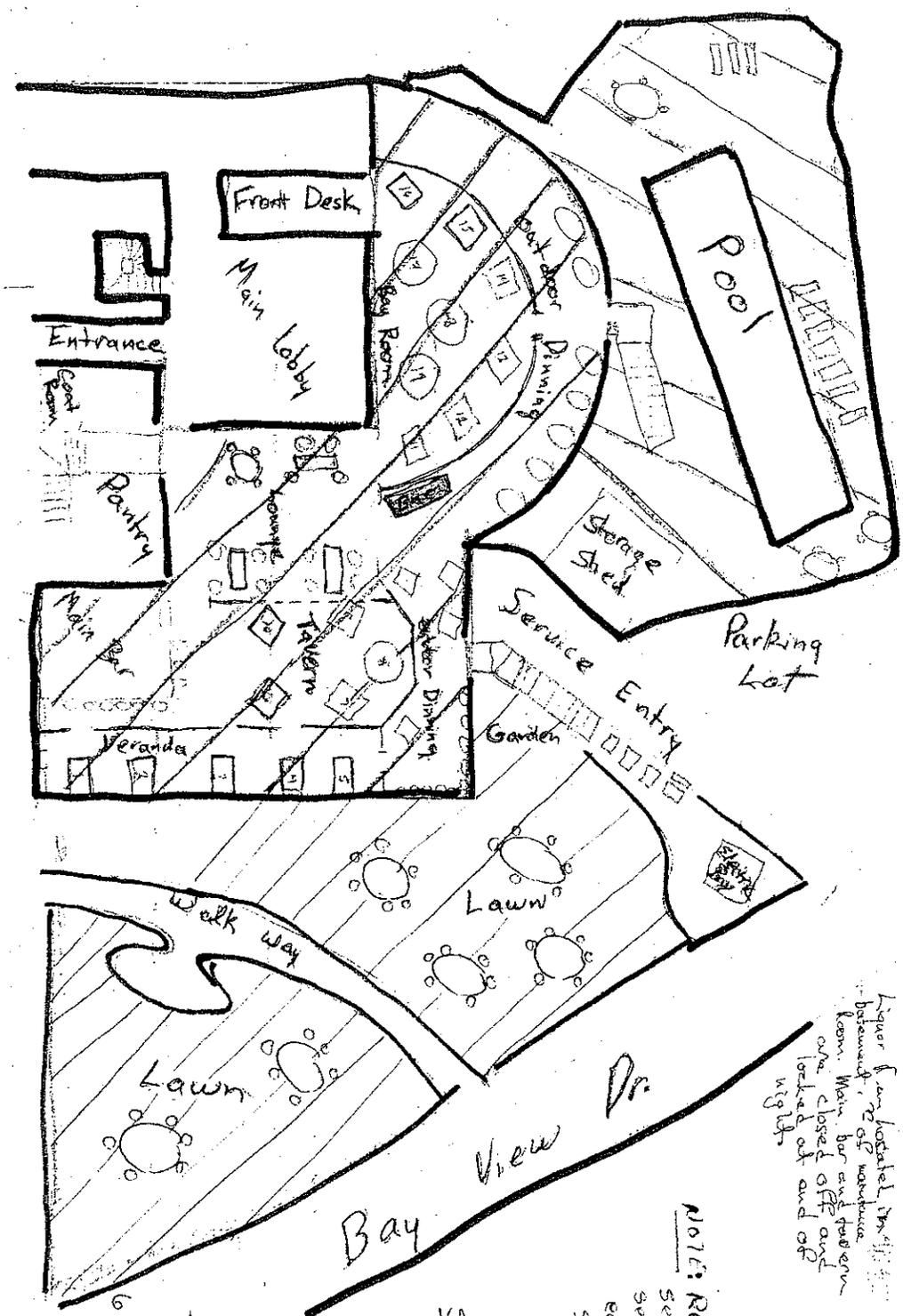
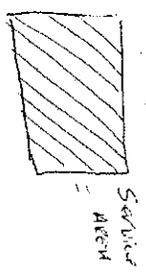


Figure from located, Mr. [unclear]
- bathroom, 2 of main bar
room. Main bar and kitchen
are closed off and
locked off and off
night.



NOTE: Request to increase
Service Area to lawn

Seating, tables w/ seats
each (total 36pm),
Seasonally From
April 1st Through
October 31st

SEATING - INSIDE

1. Lounge = 20
2. Bay Room = 46
3. Tavern = 34
4. Veranda = 20
5. Outdoor Dining/Deck = 30

TOTAL = 150

6 LAWN AREA = 36

11/17/16
SLL

CLIFF MULLO

Jamestown Town Council
Upcoming Meetings/Work Sessions
To Be Scheduled

Town Council Meetings

- Town Council Meetings
- Board of Water & Sewer Commissioners Meetings
- Council Meeting with Library Board of Trustees (December)
- Solar Array Review and Solicitor's opinion (December)
- Infrastructure Review - at Council Meeting
- Swearing-in Ceremony

Town Council Work Sessions

- Budget Review Work Session with School Committee (December)
- Golf Course Work Session
- Budget Work Sessions
- East Ferry Work Session
- Mackerel Cove Work Session
- Fort Getty Work Session
- Eldred Avenue Fields
- Fort Wetherill
- Interviews for volunteer positions (terms expiring December 2016)

Other upcoming Sessions

- Charter Review – FTM/Referenda – as recommended by 2015 Charter Review Commission – Council noted this would be addressed fall 2016

**TOWN COUNCIL MEETING
November 7, 2016**

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
Edward A. Mello, Police Chief
Andrew J. Wade, Parks & Recreation Director
Michael C. Gray, Public Works Director
Maureen Coleman, Conservation Commission Chair
Peter D. Ruggiero, Town Solicitor
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 7:36 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
AND PROCLAMATIONS**

- A) Acknowledgements
 - 1) Swearing-in ceremony for new Jamestown Police Officer - Administration of the Oath, Presentation of Certificate, and Pinning of Badge: Police Chief Edward A. Mello and Town Council President Kristine S. Trocki

Chief Mello welcomed everyone to the swearing-in ceremony and introduced Officer Jeffrey Petrarca, who comes to Jamestown after serving 21 years with the West Warwick Police Department. Officer Petrarca graduated from the RI Police Academy and Roger Williams University with a degree in Criminal Justice and has served as a Patrol Officer, School Resource Officer, Patrol Sergeant, and Detective Sergeant. He has received numerous Citations, including five Second Class Citations and three First Class Citations, notably for the arrest of an armed robbery suspect and his involvement with the Station Night Club fire. As a School Resource Officer he collaborated with the Substance Abuse Prevention Task Force and the Youth Mentoring Program and was recognized by the RI Juvenile Officers Association with the Exceptional Service Award. Officer Petrarca has a

long history of working hard and collaborating with residents and with Community Policing in the West Warwick. Adding him to our Police Department was an easy decision.

Town Council President Trocki administered the Oath of Office to Officer Petrarca (Applause). Chief Mello introduced Officer Petrarca's family - wife Kristen and sons Charlie and Daniel. Mrs. Petrarca pins the Jamestown Police Department Badge on her husband. (applause).

Chief Mello welcomed Officer Petrarca and his family to the Police Department. President Trocki welcomed Officer Petrarca to the Jamestown community, welcomed all guests in attendance, thanked the Police Officers in attendance for their services, and announced the Reception in the Conference Room.

B) Presentation

- 1) RI Turnpike and Bridge Authority: Discussion of Solar Array Project - Executive Director Buddy Croft and Director of Engineering Eric Offenberg
 - a) RITBA revised Solar Array Project Plan
 - b) RITBA Solar Array Project Executive Summary
 - c) RITBA Solar Array Project Part 1
 - d) RITBA Solar Array Project Part 2
 - e) Jamestown Conservation Commission letter re: alternate location for Solar Array Project
 - f) Conanicut Island Land Trust suggested Solar Array Project site

President Trocki introduced Executive Director Buddy Croft. Mr. Croft introduced the Solar Array project that began in 2014 and that RITBA has worked with Town Administration through the process. He and Director of Engineering Eric Offenberg are here to answer any questions the public may have.

Director of Engineering Offenberg gave a history of the project:

- October 2014 Project began
- January 2015 Grant application for renewable energy filed with Commerce RI
- February 2015 Public Utilities Commission determination requested whether RITBA was defined as a public entity under State's Net Metering Law, allowing a solar energy project partnership with a private developer
- February 2015 RFP posted for Solar Energy and Emergency Generator (RITBA bridges) project
- March 2015 Grant Award received
- April 2015 PUC determination as a public entity received and advertised
- May 2015 Contract awarded to John Milnes Company with Altus Energy as the Solar provider
- May 2015 met with Jamestown to review project - 563 KW covering 3.2 acres adjacent to Newport Bridge

- September 2015 interconnection application filed with National Grid
- November 2015 National Grid reported full impact study required
- March 2016 impact study reported Jamestown Substation did not have adequate capacity for 563 KW project
- Solar Project needed to keep energy costs down, and project reduced to 267 KW footprint
- April 2016 reduced Project engineering and site planning began; reviewed with Town
- May 2016 Project sign erected
- June 2016 National Grid approval received; Project size reduced to 2 acres - on either side of drainage area
- August 2016 design changed to be located entirely on west side of drainage area next to bridge, reducing tree cutting to less than 1 acre, with visual barrier intact
- Met with CILT; met with Conservation Commission, their concerns addressed
- Revised Solar project to accommodate the sewer line running through the site from the Sewage Plant to the Golf Course.

Discussion ensued of visuals, including revised site plan. Review of the original site plan and revised site plans continued. Mr. Offenbergs stated the final plan (copy in Council packet) will begin in December and operational in the spring. The purchase agreement with Altus Energy is for 25 years. Vice President Meagher reviewed sessions held with the Town.

Public Comments.

Dean Wagner of Lawn Avenue, Zoning Board Member, inquired about the determination the project is exempt from local Zoning and Planning regulations. As a Zoning Board Member he disagrees with that determination as states this for the record.

President Trocki stated this is being reviewed by the Town Solicitor. Solicitor Ruggiero noted this was brought to his attention on Friday, it is under review, he has not rendered an opinion yet and review with the Zoning Official with continue.

Quentin Anthony of Bay View Drive, representing Conanicut Island Trust (CILT), inquired about the project. Mr. Offenbergs explained that RITBA has a power purchase agreement with Altus Energy, a Delaware Company.

Maureen Coleman of East Shore Road, Conservation Commission Chair, commented that clear-cutting of trees is not desirable and inquired about alternative solutions. Mr. Offenbergs explained the alternatives investigated and it was determined other areas were not appropriate or were too expensive. Lengthy discussion ensued.

Mr. Offenbergs noted that RITBA is trying to accommodate the Conservation Commission and CILT by trying to screen the area and save vegetation. As plans are finalized they will bring them forward. Ms. Coleman referenced National Audubon Society programs for

pollinator gardens. Mr. Offenberg stated he will speak with her regarding these alternatives.

Executive Director Buddy Croft commented on the working relationship between RITBA and the Town of Jamestown and members of the staff. They look forward to the Solicitor's opinion, as they want to be accommodating without compromising the project. Vice President Meagher agreed there has been a good working relationship with RITBA. She feels there can be a better solution and the size of the project reduced even more, and agrees with Mr. Wagner there should be local Zoning control and she awaits the Solicitor's opinion. This will be reviewed further when the new Council is seated, and she hopes there are more visuals at that time. Discussion continued.

President Trocki noted everything works better when we all work together.

Councilor Dickinson commented on the project approval and expressed concern that no one has oversight over this project. Mr. Offenberg comments on the net metering project that allows the public/private project and he will provide a copy of the Declaratory Judgment from the PUC. The net metering law specifically outlines that developers can team with quasi-government agencies so that the private entity builds the project and the public agency gets the savings from the project. They obtained PUC clarification that they fell under the criteria of net metering first.

Quentin Anthony commented he is here on behalf of the Conanicut Island Land Trust that debated this issue and voted unanimously that the project is detrimental to the Island character. Residents have overwhelmingly supported all land use measures that preserve the rural character of the Island, including purchase of the Golf Course, the adjacent Sanctuary, Taylor Point, Hodgkiss Farm, Neale Farm and Dutra Farm. The preamble of the Comprehensive Plan adopted in 2014 cites the 2010 community survey that states "To maintain Jamestown's rural character is to preserve our island community's values, aesthetics and functions." Protection of the rural character is the driving goal of this town. CILT is glad to hear that RITBA is modifying their project plans, and they will work with them to stop the unnecessary deforestation of that parcel of land. Lengthy discussion ensued.

Vice President Meagher stated the next step is the Solicitor's opinion, followed by a revised plan for the project by RITBA, and Council review.

Town Administrator Nota noted the important issues, comments, and references to "finding the right balance" made this evening. Communications between Town staff and all groups represented this evening have been on-going, and the latest revised plan (late October) was distributed to all organizations in attendance. The legal issues submitted by CILT were just received on Friday and forwarded to the Solicitor for an opinion, and time is required for review.

President Trocki thanked everyone for their comments.

IV. PUBLIC HEARINGS, LICENSES AND PERMITS

A motion was made by Councilor White with second by Councilor Dickinson to open as the Alcoholic Beverage Licensing Board at 8:38 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

A) **Town Council Sitting as the Alcoholic Beverage Licensing Board**

- 1) NOTICE is hereby given by the Town Council of the Town of Jamestown, being the Licensing Board in said Town as provided under Title 3 Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended, that the following **RENEWAL** applications have been received by the Town Council under said Act, for the period December 1, 2016 to November 30, 2017 (duly advertised in the *Jamestown Press* October 13th and October 20th); review and discussion and/or potential action and/or vote

RENEWALS: Approval of Licenses by Class

a) **CLASS A (PACKAGE STORE) – RETAIL**

Tunstall, Inc.
dba: Grapes & Gourmet
9 Ferry Wharf

Varsha, Inc.
dba: Jamestown Wine & Spirits
30 Southwest Avenue

- i) Approval of Liquor License renewal applications for **CLASS A (PACKAGE STORE) – RETAIL**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2016 to November 30, 2017; review and discussion and/or potential action and/or vote
- ii) Set the **CLASS A (PACKAGE STORE)–RETAIL** Liquor License Cap at TWO (2); review and discussion and/or potential action and/or vote

b) **CLASS B – TAVERN**

Bay Voyage, LLC
dba: Bay Voyage
150 Conanicus Avenue

- i) Approval of Liquor License renewal application and

request to expand the authorized service area for **CLASS B – TAVERN**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2016 to November 30, 2017; review and discussion and/or potential action and/or vote

- ii) Set the **CLASS B – TAVERN** Liquor License Cap at ONE (1); review and discussion and/or potential action and/or vote

c) **CLASS B – VICTUALER**

Islandish, Ltd.

dba: Chopmist Charlies
40 Narragansett Avenue

Jamestown Culinary Partners, LLC

dba: Jamestown Fish
14 Narragansett Avenue

Jamestown Restaurant Group, LLC

dba: Narragansett Café
25 Narragansett Avenue

New England Golf Course Management, Inc.

dba: Jamestown Golf and Country Club

aka: The Cady Shack

245 Conanicus Avenue (lower level rear)

Slice of Heaven, Inc.

dba: Slice of Heaven
32 Narragansett Avenue

ESJ, Inc.

dba: Simpatico Jamestown
13 Narragansett Avenue

KALI, LLC

dba: J Twenty-Two Tap & Table
22 Narragansett Avenue

- i) Approval of Liquor License renewal applications for **CLASS B – VICTUALER**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2016 to November 30, 2017; review and discussion and/or

- potential action and/or vote
- ii) Set the **CLASS B – VICTUALER** Liquor License Cap at SEVEN (7); review and discussion and/or potential action and/or vote

d) **CLASS B – VICTUALER – LIMITED**

Lucky Ridge Co., LLC
dba: Spinnaker’s Café
3 Ferry Wharf

PP Jamestown, LLC
dba: Preppy Pig BBQ
35 Narragansett Avenue

- i) Approval of Liquor License renewal applications for **CLASS B – VICTUALER – LIMITED**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2016 to November 30, 2017; review and discussion and/or potential action and/or vote
- ii) Set the **CLASS B – VICTUALER – LIMITED** Liquor License Cap at TWO (2); review and discussion and/or potential action and/or vote

CLASS D – FULL (CLUB)

Conanicut Yacht Club
dba: Conanicut Yacht Club
40 Bay View Drive

- i) Approval of Liquor License renewal application for **CLASS D – FULL (CLUB)**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2016 to November 30, 2017; review and discussion and/or potential action and/or vote
- ii) Request a motion to set the **CLASS D – FULL (CLUB)** Liquor License Cap at ONE (1)

President Trocki thanked the license holders in attendance and noted that not all required signatures have been achieved.

A motion was made by Councilor Tighe with second Vice President Meagher to continue the public hearing until they get the signatures.

Discussion. Town Administrator Nota stated this had to be on the agenda as the public hearing was advertised and noticed. There are no compliance issues but not all required inspections have been performed. Town Administrator Nota will confer with the Fire Marshal and Zoning Official. The current licenses are in effect through November 30, 2016, and if there are no issues, the licenses will be approved at the November 21st Council Meeting.

Back to the vote on the motion. **President Trocki, Nay; Vice President Meagher, Aye; Councilor Dickinson, Nay; Councilor White, Nay; Councilor Tighe, Aye. Motion fails by a majority vote in the negative.**

Councilor Dickinson suggested a Council meeting next week to address license renewals. Town Administrator Nota stated the Fire Marshal's and Zoning Official's schedules are not known and he cannot guarantee all signatures will be ready for next week. Town Solicitor Ruggiero suggested granting conditional approval subject to final inspections, which must be completed by the end of the month, otherwise the licenses will lapse.

A motion was made by Councilor White with second by Councilor Dickinson to conditionally grant Liquor License renewals but not issue until all necessary requirements are satisfied for all Classes as follows: CLASS A (PACKAGE STORE) – RETAIL, CLASS B – TAVERN, CLASS B – VICTUALER, CLASS B – VICTUALER – LIMITED, and CLASS D – FULL (CLUB). President Trocki, Aye; Vice President Meagher, Nay; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Nay. Motion passes by a majority vote in the affirmative.

A motion was made by Councilor Dickinson with second by Councilor White to set the CLASS A (PACKAGE STORE) – RETAIL Liquor License Cap at TWO (2); set the CLASS B – TAVERN Liquor License Cap at ONE (1); set the CLASS B – VICTUALER Liquor License Cap at SEVEN (7); set the CLASS B – VICTUALER – LIMITED Liquor License Cap at TWO (2); set the CLASS D – FULL (CLUB) Liquor License Cap at ONE (1). President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

Solicitor Ruggiero noted the Class B – Tavern license renewal included the expansion of the authorized service area, as included in the Council Meeting packe, for Bay Voyage LLC.

Applicant comments.

Christian Infantolino of Morneau & Murphy, representing Bay Voyage LLC, addressed the application for an expansion of use and referenced the seating chart (provided to Council today). When the original license was granted Bay Voyage was allowed to have alcohol consumption on the grass/lawn area, with no service and no bar. The applicant is applying to have seating on the lawn seasonally from April 1st through October 31st as part of this application. Patrons requested seating on the lawn to enjoy the view, and he is

therefore seeking Council approval for the seating with wait staff service during the regular allowed hours of operation. Council requests further clarification of the number of tables and number of seats. There was notice of advertising on the increase in service as well as notice to abutting property owners.

Public comments.

Mary Lou Sanborn of Bay View Drive (abutter) expressed her concerns as this is an open-ended expanded use; four tables could turn into eight, eight tables could turn into sixteen, and before you know it a big party is going on, and this is a residential neighborhood. She questions whether Chief Mello has any comments.

Attorney Infantolino stated this is a reasonable request. At present anyone could go to the bar, get a drink to enjoy it on the lawn, and there could potentially be 100 people on the lawn by right. Vice President Meagher commented they wouldn't be sitting at tables. President Trocki stated this could be continued to the next meeting (November 21st) and the Chief could comment at that time.

Councilor Tighe commented on the special event permit Bay Voyage received for the July 4th weekend, with restrictions. Attorney Infantolino referenced restrictions established by Chief Mello when the original license was granted: 4) alcohol consumption be allowed on the grass area; 7) any outside special events i.e. wedding, music or entertainment would require a special event license. What is being sought is permission to have restaurant tables outside of a special event.

A motion was made by Councilor White with second by Councilor Dickinson to withdraw the CLASS B – TAVERN request by the Bay Voyage, LLC from the previous CLASS B – TAVERN license approval. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

A motion was made by Councilor White with second by Vice President Meagher to continue the CLASS B – TAVERN liquor license public hearing for the Bay Voyage to the November 21st meeting at 7:00 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

President Trocki thanked the license applicants for their patience. All inspections will be completed by the end of the month, and the license holders and Council will be notified when licenses are cleared.

A motion was made by Vice President Meagher with second by Councilor Dickinson to adjourn as the Alcoholic Beverage Licensing Board at 9:08 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

B) **LICENSES AND PERMITS**

- 2) RIGL §5-24-1 (a) and (b) and §5-24-2: Title 5 Businesses and Professions (Taverns, Cookshops and Oyster Houses)
- a) Approval of Victualing License with extended hours **RENEWAL** application, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2016 to November 30, 2017 (duly advertised in the *Jamestown Press* October 6th, October 13th, and October 20th editions); review and discussion and/or potential action and/or vote

Cumberland Farms, Inc.
dba: Cumberland Farms Store #1108
41 North Main Road
Plat 8 Lot 626

Application of **Cumberland Farms, Inc. dba: Cumberland Farms Store #1108**, for renewal of additional operational hours to open at 5:00 a.m. for said establishment, holder of a Victualing License issued by the Town of Jamestown. If granted, this will allow the establishment to continue to be open from 5:00 a.m. to 2:00 a.m. daily (RIGL §5-24-1 allows this establishment to be open from 6:00 a.m. until 2:00 a.m. without additional operating hours).

A motion was made by Councilor White with second by Councilor Dickinson to conditionally approve the Victualing License with Extended Hours. President Trocki, Aye; Vice President Meagher, Nay; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Nay. Motion carries by a majority vote in the affirmative.

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
1) Goals and Objectives: Update

Town Administrator Nota gave an update on the Goals and Objectives with the three main goals for the 2014-2016 Council term:

- To Promote Quality of Life in the Community
- Ensure Effective and Accountable Town Government
- Ensure Public Health and Safety

Beneath the goals are objectives and Town staff has provided updated information. Vice President Meagher noted the presentation is in black and it is difficult to determine the most updated information. Town Administrator Nota will highlight the most recent updates in the next version for clarity. President Trocki noted this is a 25-page document on the goals and objectives adopted by the Council, which are updated as the goals are accomplished. The Goals and Objectives will be posted on the Town website.

2) CRMC Hearing/Aquaculture Activities at Dutch Harbor

Town Administrator Nota gave an update on the CRMC hearing he attended on behalf of Dutch Harbor neighbors regarding a Modification Assent for an aquaculture field for Walrus & Carpenter. The CRMC and staff are willing to listen and mitigate some of the concerns raised by area residents. Vice President Meagher praised the Conservation Commission for their involvement with area residents on this issue. The Town Council may want review impacts with CRMC for such operations close to shore. Town Administrator Nota will keep the Council informed and keep all parties in the loop. Discussion continued.

3) Division of Municipal Finance: Municipal Tax Rates for FY 2017

Mr. Nota provided an updated list to demonstrate how Jamestown stands in comparison to other communities. Jamestown is 3rd to Little Compton and Block Island for the residential tax rate and 4th for the automobile tax rate.

B) Conservation Commission FY 2016 Annual Report: Maureen Coleman

Conservation Commission Chair Maureen Coleman is here to answer any questions. Council members comment on the thoroughness of the document covering Restoration, Open Space Protection, Public Education, Rights-of-Way, Protection of Natural and Coastal Areas, and Litter Cleanup.

VII. UNFINISHED BUSINESS

None.

VIII. NEW BUSINESS

A) Award of Bid: Jamestown Parks and Recreation Department

- 1) One (1) New Gymnasium Floor Covering System to include a Mobile Storage Rack with Brush Assembly and Power Winder to Anthem Sports for an amount not to exceed Six Thousand Seven Hundred Seventy-Five Dollars and Five Cents (\$6,775.05) as recommended by Parks and Recreation Director Andrew Wade; review and discussion and/or potential action and/or vote

A motion was made by Vice President Meagher with second by Councilor White to award the bid to Anthem Sports for \$7,775.05. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

- A) Appointments and Vacancies
- 1) Jamestown Housing Authority (One vacancy with an unexpired five-year term ending date of December 31, 2017); duly advertised; no applicants
 - 2) Jamestown Tax Assessment Board of Review – Alternate (One vacancy with a one-year term ending date of May 31, 2017); duly advertised; no applicants
 - 3) Jamestown Tree Preservation and Protection Committee (One vacancy with an unexpired three-year term ending date of December 31, 2016); duly advertised; no applicants
 - 4) Jamestown Juvenile Hearing Board – Alternate (One vacancy with an unexpired two-year term ending date of December 31, 2017)
 - a) Letter of resignation
 - iii) Theresa DiGiovanni

President Trocki noted the four vacancies and encouraged citizens to apply.

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

The Consent Agenda approved consists of the following:

- A) Adoption of Council Minutes
- 1) October 12, 2016 (ROW workshop)
 - 2) October 18, 2016 (regular meeting)
 - 3) October 18, 2016 (executive session)
- B) Minutes from Boards, Commissions and Committees
- 1) Jamestown Fire Department Incentive Committee (10/11/2016)
 - 2) Jamestown Library Board of Trustees (09/13/2016)
 - 3) Jamestown Library Renovation Committee (09/21/2016)
 - 4) Jamestown Zoning Board of Review (09/27/2016)
- C) CRMC Notices
- 1) November 2016 Calendar
- D) Abatements/Addenda of Taxes
- Total Abatements: \$22,280.89 Total Addenda: \$20,157.82
- 2) Motor Vehicles – Abatements to 2016 Tax Roll
- | <u>Account/Abatement Amount</u> | | |
|---------------------------------|-------------|-----------|
| a) | 02-0320-10M | \$ 99.78 |
| b) | 04-1668-85M | \$ 447.02 |

- c) 11-0515-70M \$ 17.06
- d) 19-0803-20M \$ 5.22
- e) 20-0535-59M \$ 58.40
- 3) Real Property/Tangible Abatements to 2015 Tax Roll
 - Account/Abatement Amount**
 - f) 03-1168-75 \$ 52.68
- 4) Real Property/Tangible Abatements to 2016 Tax Roll
 - Account/Abatement Amount**
 - a) 02-0385-00 \$2,644.62
 - b) 02-0877-00 \$ 12.87
 - c) 02-0880-00 \$ 115.83
 - d) 02-1138-00 \$4,104.08
 - e) 03-1168-75 \$ 51.48
 - f) 08-0182-26 \$1,972.81
 - g) 08-0415-50 \$ 8.58
 - h) 12-0236-50 \$ 124.41
 - i) 13-1366-00 \$4,801.91
 - j) 18-0025-25 \$ 6.49
 - k) 19-0755-00 \$ 290.00
 - l) 19-1185-00 \$2,223.94
 - m) 19-1185-00 \$ 723.29
 - n) 23-0080-00 \$ 546.55
 - o) 23-1152-00 \$3,973.87
- 5) Motor Vehicles – Addenda to 2016 Tax Roll
 - Account/Addenda Amount**
 - a) 04-0016-60M \$ 692.19
- 6) Real Property/Tangible Addenda to 2016 Tax Roll
 - Account/Abatement Amount**
 - a) 02-0433-20 \$4,104.08
 - b) 08-0369-25 \$4,801.91
 - c) 10-0230-50 \$2,644.62
 - d) 11-0460-00 \$3,973.87
 - e) 12-0405-75 \$1,972.81
 - f) 19-1371-00 \$ 771.69
 - g) 23-042-90 \$1,196.65
- E) Multi-License renewal applications (December 1, 2015-November 30, 2016):
 - 1) Conanicut Yacht Club dba: **Conanicut Yacht Club**
 - a) Victualing License
 - b) Entertainment License
 - 2) ESJ, Inc. dba: **Simpatico Jamestown**
 - a) Victualing License
 - b) Entertainment License
 - 3) Islandish, Ltd. dba: **Chopmist Charlies**
 - a) Victualing License
 - b) Entertainment License

- 4) BADA Bing, Inc. dba: **House of Pizza**
 - a) Victualing License
 - b) Amusement License
 - 5) Jamestown Culinary Partners, LLC dba: **Jamestown Fish**
 - a) Victualing License
 - b) Entertainment License
 - 6) Jamestown Restaurant Group, LLC dba: **Narragansett Café**
 - a) Victualing License
 - b) Entertainment License
 - 7) Bay Voyage, LLC dba: **Bay Voyage**
 - a) Victualing License
 - b) Entertainment License
 - 8) PP Jamestown, LLC dba: **Preppy Pig BBQ**
 - a) Victualing License
 - b) Entertainment License
- F) Victualing License renewal applications:
- 1) East Ferry Market, Ltd. dba: **East Ferry Deli & Market**
 - 2) Isis Cakes, LLC dba: **Isis Cakes**
 - 3) KALI, LLC dba: **J22 Tap & Table**
 - 4) New England Golf Course Management, Inc. dba: **Jamestown Golf and Country Club aka: Caddy Shack**
 - 5) Slice of Heaven, Inc. dba: **Slice of Heaven**
 - 6) T-M-T Enterprises, Inc. dba: **McQuade's Supermarket**
 - 7) Tunstall LLC. dba: **Grapes & Gourmet**
 - 8) Varsha, Inc. dba: **Jamestown Wine & Spirits**
 - 9) Doriana Carella/The Village Hearth dba: **The Village Hearth**
 - 10) Tallulah, LLC dba: **Tallulah's Tacos**
 - 11) Lucky Ridge Co., LLC dba: **Spinnaker's Café**

Any licenses approved must obtain all signatures prior to license issuance.

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

A motion was made by Councilor Dickinson with second by Councilor White to receive the Communications. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

The Communications received consists of the following:

- A) Communications
 - 1) Press Release of Lions Club President John Murphy with update on site and landscape improvements at Fort Getty Park
 - 2) Invitation of Newport County Chamber of Commerce to Annual Cocktail Celebration and Auction on November 4, 2016 at Rosecliffe

- 3) Letter Rev. Kris von Maluski of St. Mary's Newport re: restoration project for the 1958 Casavant pipe organ (*Souls in Harmony Campaign*)
- 4) Letter of Conanicut Island Land Trust President Quentin Anthony re: proposed RITBA Solar Array project and local jurisdiction

XII. AGENDA ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

None.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

A motion was made by Vice President Meagher with second by Councilor White to adjourn. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

Vice President Meagher commented this is Councilor Tighe's last night. She thanked him for his judgment and knowledge that was of great help to her, and she will miss him. Other Councilors agreed.

The Jamestown Town Council adjourned the regular meeting at 9:26 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Finance Director
 Town Solicitor

TOWN COUNCIL GOLF COURSE DESIGN PUBLIC WORKSHOP
November 7, 2016

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
Lisa W. Bryer, Town Planner
Michael C. Gray, Public Works Director
William Burgin, Architect
Peter D. Ruggiero, Town Solicitor
Cheryl A. Fernstrom, Town Clerk

CALL TO ORDER

Council President Trocki called the Town Council Golf Course Design Public Workshop to order at 6:08 p.m. in the Rosamond A. Tefft Council Chambers of the Jamestown Town Hall at 93 Narragansett Avenue.

II. PUBLIC WORKSHOP
Jamestown Golf Course Design Public Workshop

- A) Presentation by Town Planner Lisa Bryer, Public Works Director Michael Gray, and Architect William Burgin

Town Planner Lisa Bryer gave a PowerPoint presentation on the Jamestown Golf Course Clubhouse Facility. The Town purchased the golf course in 1986 for \$2,100,000, and the property is protected by a RIDEM Easement. An aerial photograph of the facility (2008) was reviewed.

The presentation proceeded as follows:

History of the Study

- August 2011 – Structural Assessment of golf course building
- September 2011 – Golf Course Building Condition Report by Buildings and Facilities Committee – repair costs 70% of a new facility
- April 2012 – Golf Course Building replacement strategies developed

History of Public Participation

- April 30, 2012 – Presentation by Buildings and Facilities Committee Chair – replacement strategies
- January 22, 2013 – Presentation of Golf Course building conditions by Buildings and Facilities Committee – Outcome: Town Council committed to replace the building
- April 15, 2013 – Replacement Strategies for existing golf course facility reviewed – Outcome: Town Administration to move forward with RFQ to hire Architect
- October 30, 2013 – Town Council work session with Burgin/Lambert Architects to present schematic design – Outcome: confusion over use of space

History Continued – what happened after October 2013

- Organizational Assessment of the Parks and Recreation Department by Edward J. Collins, Jr. Center for Public Management
- PAC – Discussion of Community, Recreational and Cultural Arts Needs
- Community did not support funding for dedicated performing arts space; Referendum defeated

Goal

- Approve space needs and location for Golf Course building: golf course v community space
- Approve time table
- Develop budget based on program

Existing Building (from Building and Facilities Committee Report)

- 1905 Building currently un-functional
- odd shaped rooms; bathroom accessibility difficult
- Configuration does not take advantage of view
- Lack of storage and office for Caddy Shack; lack of storage for Carts and mechanical equipment
- limited outdoor dining for patron

Recommendations/Conclusions

- Cost to rehabilitate building at \$1,200,000 still results in non-functional building
- New building \$1,700,000
- Consider replacement building to accommodate golf course and community space
- Should be sited as far west as conservation boundary allows
- Additional unfinished space could be for “future” use
- Style should be “traditional shingle style” with focus on west porch and deck and entry way with fireplace

Public Works Director Michael Gray continues the presentation

Existing Golf Course site plan drawing (by Architect Burgin Lambert) reviewed

- Parking lot; Easement; B Golf Course building; C golf cart storage; A existing maintenance building; E temporary structure for equipment; D large equipment storage
- Equipment stored offsite as there is not enough storage space; goal is to have stand-alone operation with equipment storage onsite

Existing Building Use and Square Feet

- Golf Support Only – Total finished space 2,769 square feet; cart storage/event space (tent) 2,500 square feet; total Golf Support 5,269 square feet
- Community Space – Total Community Multipurpose space 3,550 square feet; Community porches/decks/terrace 4,060 square feet; Unfinished space 192 square feet; Total Clubhouse and Community space 9,329 square feet
- General storage – Equipment storage 1,233 square feet; Crawl space storage 280 square feet; Offsite storage 1,500 square feet

Building Location Considerations

- Ease of Operation – proximity to 1st Tee; reduces staff; feels this is the best location Take advantage of views
- Maintain view shed from street
- Take advantage of topography – move parking lot
- Site circulation
- Building D – equipment storage shed

Proposed Building Use and Square Feet

- Golf Support only – total Golf building finished space 1,900 square feet; Porches/Decks/Terrace 2,500 square feet; Golf Cart storage/Event space (open under roof) 2,500 square feet; Total golf support 6,200 square feet
- Community/Shared space – total Community finished space 1,650 square feet; Community porches/decks/terrace 1,200 square feet; Total finished space 3,550 square feet; Total porches/decks/terrace 3,000 square feet; Golf Cart storage/event space 2,500 square feet
- Total Clubhouse and Community Space 9,050 square feet – including golf cart storage/event space, not including basement/storage or un-programmed space

Preliminary Project Cost Estimates

- Building A Existing Storage Barn Renovations \$20,000;
- Building B Proposed Clubhouse – Interior space (3,550 square feet x \$350 per square foot) \$1,242,500; Golf Cart/Event Space (2,500 square feet x \$50 per square foot) \$125,000; Exterior porches, decks terraces (3,000 square feet x \$150 per square foot) \$450,000
- Site – parking area/revised landscape \$100,000; existing building demolition \$30,000
- Total Project Estimate \$1,967,500

- Building D Proposed Maintenance – Partial finished/unfinished (3,300 square feet x \$110 per square foot) \$363,000

Budget Considerations

- Lease – currently \$175,000 annually
- Existing lease pays for \$2,000,000 debt service

Next Steps

- Approve space needs program and location for facility – Golf Course support v community space in building; Estimated cost – agreement on budget
- Next steps – Finalize schematic plans; prepare bid documents and proceed to bid; award funding; award construction

III. DISCUSSION/QUESTIONS AND ANSWERS

Town Administrator Nota commented on the current lease. A plan must be approved by March/April for inclusion on FTM. The current operator recommended the proposed club house location. Discussion ensued of potential safety issues and imminent repair costs.

Peter Coble of Narragansett Avenue asked for clarification of the building location and commented that the golf course was purchased as a golf course only.

Clifford Kurz of Wright Lane commented it is an assumption the performing arts space was rejected, but it was the purchase of the PAC that was rejected, not the concept.

Planner Bryer agreed it was the funding that was defeated.

Vice President Meagher commented the vote reflected that the people had more comfort with the current use of the Recreation Center for cultural arts activities.

Mr. Kurz stated that people who are involved with cultural arts should be included in the discussion to find an alternate location for those activities.

Vice President Meagher commented that there is space at the proposed golf course building that could be used for community oriented activities.

President Trocki stated this plan is being seen for the first time. It is important to view this as a golf course and how does this fit in with the larger community needs.

Discussion ensued that if the PAC facility and if the referendum had passed it would have been used for other community activities, but not cultural arts.

Discussion ensued of the intent of the golf course acquisition and what is specified in the deed. Audience members state a golf course is the only use specified.

Councilor White stated that we have gone through three political cycles, soon to be four, since this started in 2011. Other questions and discussions arose on this subject including a building dedicated to house the golf course with possible space that could be used by the community.

Vice President Meagher commented that once the PAC left there was discussion of where citizens go for a larger event.

President Trocki commented that this is a taxpayer asset and those who do not play golf may want to have access to the facility. All viewpoints are important.

Alma Davenport of Clinton Avenue asked what is included in the current golf course lease.

Town Administrator Nota stated the lease was extended for one year to next December and will change. The new lease will be driven by an RFP process. The Council will set the scope and there may be options. The first floor of the building has had various uses.

Ms. Davenport inquired about the porches and decks in the drawing. Public Works Director Gray stated in this concept is proposed to include outside. The shared space for a large room could be used for a larger gathering or used by the Town. What is proposed is smaller than what exists.

Ms. Davenport asked if this is the appropriate time to submit ideas for the community space.

Ms. Davenport asked if the lease will cover the debt service. Mr. Gray stated that is yet to be determined. We need to know what will be proposed before we know the budget. Presently the \$175,000 lease revenue can support a \$2,000,000 project. This is for discussion, and no decisions have been made, nor will they be made tonight.

Mary Lou Sanborn of Bay View Drive commented on funding and that detailed funding calculations are required.

President Trocki commented we are not even close to the detailed funding portion of the project, as we do not have a final plan. All of that information will be available prior to any decisions.

Councilor Dickinson stated the Town owns the golf course, and we have the obligation to provide a facility based on the lease. He feels the space for B and C should be maximized for space.

Discussion ensued of the maximum space for the use. The operator was involved with the design. Planner Bryer stated as decisions have not been made, the plans show space for alternate uses and what is necessary for the golf course.

Councilor White commented we have a deadline as there is a contract involved and we have a building that is deteriorating.

Parks and Recreation Director Andy Wade stated the Recreation Center has space for cultural activities and no group has been turned away. Having shared space at the golf course building would be beneficial to taxpayers and the Recreation Department and a well-rounded program.

Duncan Pendlebury of East Shore Road, member of the Building and Facilities Committee, commented this design seems like the logical outcome for everything we worked through. The Buildings and Facilities Committee started with what we hoped would be a holistic view of all of the community needs, and this is the logical outcome for the needs of the golf course.

President Trocki stated all agree this needs to be addressed and are committed to the project due to the conditions of the building.

IV. ADJOURNMENT

There being no further discussion, the workshop was adjourned at 7:16 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Finance Director
 Solicitor

Approved As Written

Affordable Housing Committee Minutes

February 16, 2016

Jamestown Town Hall
Conference Room
93 Narragansett Ave

5:30 p.m

I. Call to Order

The meeting was called to order at 5:30 p.m. and the following members were present:

Debra Murphy, Bill Dawson, Bill Reardon, Jerry Scott, Judith Sutphen, Lisa Bryer

Also present:

Christian Belden (CCHC), Sam Shuford(CCHC), Cinthia Reppe – Planning Assistant

II. Approval of Minutes

December 16, 2015

A motion was made by Bill Dawson seconded by Judith Sutphen to accept the minutes as written. All in Favor.

III. CCHC - Trust Fund request for 147 Beach Ave.

Town Planner Lisa Bryer said we have Christian Belden from CCHC here to talk about this agenda item. He said the pest infestation was so significant due to termites they ran into so much more work that needed to be done. This was not discovered until the walls were opened up and the ceiling was down. Not something that would be seen from an inspection as far as the extent of the infestation. The original budget had a partial roof not a whole roof that is now needed. They explored several different ways to try to stay within the original budget. If they do not get the money it will not have new siding, a new basement floor or a new driveway. They want to do it right now so that it is not being dealt with 30 years down the road.

Lisa Bryer handed out a new pro forma. A discussion ensued regarding whether or not they can ask for more money when the house is sold. It is already a 2 bedroom house and not a 3 bedroom so they cannot raise the price. As far as we know right

now there will be a single parent that has completed the class. Jerry Scott asked if they control who goes into the houses here in Jamestown. They must go through homebuyer training program. CCHC does not have a P&S on this house. A discussion regarding what it means if they do not fix the driveway or replace the siding what the impact is. When they go to sell a house to new buyers they want it to look nice.

The committee asked if CCHC could come to another meeting to discuss the process in which people have to go through to be put on the list for a house. Christian Belden said he is happy to come to meetings to discuss the process.

Town Planner Lisa Bryer told the committee this is a council decision as to whether or not they will get the money they are asking for, we have at times given the council a recommendation.

Judith Sutphen made a motion to encourage CCHC to minimize and specify the exact costs and recommend that the Town Council support this up to \$15,000.00, Bill Reardon seconded the motion. All in Favor.

IV. Survey Summary Discussion

The committee looked at the summary and further discussion will take place as to the article that will appear in the paper.

V. Discussion – Review of Applications (per Bill Dawson)

Bill Dawson said he is not used to sitting in a meeting and voting in front of an applicant. Lisa Bryer told him about the Open Meetings rules and that there are limited reasons of going into Executive session, Personnel issues, real estate, union.

Judith Sutphen said you should feel free to speak in front of the applicants. Bill Dawson says he would like to see us be the developer and contacting local builders to build in the winter. Judith asked about the commitment to the 80%. When the law was passed that they can go up to 100-120%. When prices came down because the economy tanked the builders lost out. RI housing only requires you to do a 3 hour course.

Judith made a motion to establish a monthly meeting on Wednesday at 5:30 for the first or third Wednesday of the month. We will decide which one at the next meeting. Bill Dawson seconded the motion. All in Favor.

VI. Election of Vice Chair

Bill Dawson brought up the point that we really did not need to re-elect a Vice Chair we already had one and the reason that we needed to elect a chair was because our previous chair resigned. A motion was made by Bill Dawson to stay with the current vice chair Judith Sutphen, Jerry seconded the motion. All in Favor.

A motion to adjourn was made by Bill Dawson and seconded by Debra Murphy at 6:35 p.m. All in Favor.

Attest:

Cynthia L. Reppe
Planning Assistant

Approved As Written

Affordable Housing Committee Minutes

March 16, 2016

JamestownTown Hall
Conference Room
93 Narragansett Ave
5:30-6:45p.m.

I. Call to Order

The meeting was called to order at 5:32 p.m. and the following members were present: Barbara Szepatowski, Judith Sutphen, Debra Murphy, Bill Dawson, Bill Reardon, Jerry Scott, Heather Lopes, Lisa Bryer
Also present: Steve Ostiguy, Christian Belden, Sam Shuford, Cinthia Reppe

II. Approval of Minutes - February 16, 2016

A motion to approve the minutes as written was made by Bill Dawson and seconded by Judith Sutphen. All in Favor

III. CCHC –Discussion – Follow Up and Explanation of CCHC programs

We asked CCHC to come back and talk to us. Chair Barbara Szepatowski informed the board that with CCHC's permission she would like to show the committee the improvements to 147 Beach Ave.

Barbara turned it over to Steve Ostiguy from CCHC. What will the percentage of affordability be? 80% of medium income Steve Ostiguy explained and he also explained the income limits for Jamestown.

They have been doing this program since 1993. Most people who complete the program are still not ready to buy a house. One of the biggest challenges they have is getting them mortgage eligible. Credit is the biggest challenge. They pull credit reports and then sometimes they do not come back after that class. Barbara asked "what are you looking for a down payment?" It depends on the mortgage. There are only certain mortgages that can be used. HUD has 2 different applications. RI housing is requiring 3% down, they also have a zero down program too. When asked about who applies for these

houses Steve Ostiguy said, you may attract people from North Kingstown but not from Newport because of the bridge tolls. The 1st people interested are from Jamestown, then people that have jobs here in Jamestown or relatives from Jamestown also if you used to live in Jamestown. There are only 2 people not from Jamestown originally that are living in the houses in this program, one worked at the school and the other has a daughter that goes to the Prout School and this is closer for her. Has there ever been an open house? Yes Steve Ostiguy said. He is not worried about getting a buyer for this house. If there is more than 1 person interested who decides? First come first served. If they are mortgage ready they qualify. They almost never have more than one at a time. We will be having 4 new units Lisa said it is a 4 profit. Judith asked do we have a role in choosing who gets the units? No we do not have a role. If we end up with 10 candidates they will come back to us. What is sense of timing, when will this house be done? It will be done in the next few months.

IV. Discussion – Homebuyer Training Class

Barbara Szepatowski said there are 11 people that have their applications in for the next class. It will be done in three nights, Monday March 21st, April 11, April 25th. Barbara has been going door to door asking people to consider this. She has 11 applications. The meetings will take place in the Police Conference room. They are all Jamestowners and they all work in town too. Steve Ostiguy prefers the longer version of the class instead of the short one. Steve thinks they learn better the longer the classes are. One of them already has money saved for it. Steve said we can act much more quickly now. Heather said timewise for these people they do not know how to take care of a home, she agrees with Steve that longer classes lasts much better, better retention. Jerry Scott would like an outline of the program. In the school system there are no financial classes for students to take.

Jerry asked about the HUD numbers and why we are lower, it was explained to him it is our proximately to Providence. Jerry asked at the last meeting what if someone comes up to us on the street what should we say to them, contact CCHC so they can take the homebuyer training course. For a for profit developer it is different. Jerry asked should Jamestown be doing this class separately. Just because you take the class from CCHC does not mean you have to buy through them. It is \$15.00 for the class. Christian took the class in the beginning and many people have and have not bought houses from CCHC but found this very helpful. Let's hold a meeting and get a sign in sheet at the new house on 147 Beach. We will hold the next meeting at the house. The committee is on board for that. Judith said she thinks people don't respond because it is in there every week. She would like to see the ad a little snappier and she can help and she suggests running it not as often.

Christian wanted to get back to the appraisal issues. Some appraisers in the past have taken the P&S.

Bill Dawson asked where will we get 90 K per unit? He thinks we need to start looking more at that. He said we need to find other ways of doing things too along with CCHC.

Affordable Housing Committee Minutes

March 16, 2016

Page 3

He said it is always money coming out of the town. In his experience it has been zero cost. Do we have a comparable investment in these properties? Hammett Court is the last one. She asked Bill to put together a list for the May meeting. Christian was talking about appraisals. If we do this open house like we are talking about hopefully we can draw people into doing this.

The next meeting will be 20th of April.

A motion to adjourn at 6:35 was made by Bill Dawson and seconded by Heather Lopes. All in favor.

Attest:

Cynthia Reppe
Planning Assistant

Approved As Written

Affordable Housing Committee Minutes

April 13th, 2016

Jamestown Town Hall
Conference Room
93 Narragansett Ave
5:30

I. Call to Order

The meeting was called to order at 5:30 p.m. and the following members were present:

Barbara Szepatowski, Judith Sutphen, Bill Dawson, Jerry Scott, Debra Murphy, Heather Lopes, Lisa Bryer

Also present:

Cinthia Reppe – Planning Assistant

Christian Belden – Church Community Housing Corp.

II. Approval of Minutes - March 16, 2016

A motion was made by Bill Dawson and seconded by Judith Sutphen to accept the minutes as written. So unanimously voted.

III. CDBG–PY 16 – Review and Recommendation of Projects

Town Planner Lisa Bryer explained to the committee that in the past we were only able to apply for projects. Now they allow you to apply for a zero amount in case a project comes up during the year. This is a good change. We added a Planning activity this year. We have always had social service agencies, the Women's Resource Center, Housing Hotline and East Bay Community Action. Last year they funded very little of this, they have applied this year and we are including them again. This particular funding is now done regionally by county. This goes to the council next and we generally look at the ranking. If this committee has a recommendation on the ranking of the projects weigh in tonight. Lisa Bryer went through the list.

Heather Lopes is in favor of the planning activity. We have had more requests this year than in the past. Lisa went through the requests the applicants asked for and what we recommended.

Christian Belden added they do this in every town and what they are doing now is to give them everything they ask for just from other communities (regional). Part of the proposal from the Housing Authority was for an energy audit and they found out this can be done for free. The Housing Authority also gets federal funding, Heather Lopes said.

Judith Sutphen said the services for battered women are a priority and should be put at the top of the list. We have a fair housing requirement and the housing hotline fulfills this service requirement. Last year they did not get any funding. Christian Belden has inquired at the state level as to how this should be funded and they have not heard back yet. Christian said they kind of ignore the towns ranking. Jerry Scott said he has issue with #3 the senior center requests. Barbara told him the outside fundraising has not done well.

Jerry Scott asked about why we are funding the Boys and Girls Club in Newport, they service kids in Jamestown. Barbara said last year they put the money to good use and there are quite a few Jamestown kids there.

Lisa Bryer said current numbers 5 & 8 we just changed the money.

Christian Belden said if they look at it and fund it they will take into consideration our ranking recommendations. A discussion ensued regarding what and where to rank. Barbara Szepatowski gave the ranking.

A motion was made by Heather Lopes and seconded by Judith Sutphen and it was unanimously approved to change the ranking and recommend to the Town Council as follows:

- 1) Public Facility: Funding for the Jamestown Housing Authority to replace roof and add insulation at the 35 unit Pemberton Apartments elderly and disabled housing development.

Amount: \$60,300

- 2) Public Facility: Provide funding for the Jamestown Senior Center to replace subfloor and tile, rubber non-skid treads and mats on stairs and entryways, install ADA compliant signage, restore hardwood floors, and replace electrical and install energy efficient light fixtures at their facility.

Amount: \$ 44,500

- 3) Public Services: Provide operating support for the Community Housing Resource Board/Housing Hotline of Newport County to provide housing counseling, referral services, and education and outreach to affirmatively further Fair Housing in Newport County.

Affordable Housing Meeting

April 13, 2016

Page 3

Amount: \$ 3,000

- 4) Operating Costs: Church Community Housing Corp to administer the Regional Revolving Loan Fund for home rehabilitation, Homeownership Assistance, and RI Housing Loan programs in Jamestown.
Amount: \$ 15,000
- 5) Public Facility: Provide funding for repairs to the Women's Resource Center's Touro Street facility which provides services for battered women and children.
Amount: \$ 5,000
- 6) Public Services: Provide funding for East Bay Community Action Program's East Bay Skills Alliance to support the technical skills training aspect of the CNA program.
Amount: \$2,550
- 7) Planning Activity: Provide funding for the Town of Jamestown to conduct a study to locate lots which can support additional affordable units, prepare a mailing list for owners of these lots, and prepare an affordable housing communication plan and information packet for the community.
Amount: \$ 9,700
- 8) Public Services: Support for the Women's Resource Center to provide services for battered women and children.
Amount: \$3,000
- 9) Provide funding for the repairs to the exterior windows of the Boys & Girls Clubs of Newport County's 95 Church Street facility in Newport, RI, 02840.
Amount: \$ 3,000
- 10) Housing Development: Provide funding to acquire single family homes or other properties to then be resold to home buyers under CCHC's Land Trust program.
Amount: \$ 0
- 11) Administration:
Amount: \$3,550

Christian Belden from CCHC said the reason he is here is to explain to the committee about the new affordable housing rules. Home funds are changing and much more difficult to use. The way it is being done now not going to benefit towns like ours that are high end. Historically the resale provision was the subsidy says they have to sell to someone that meets the eligibility like they had to. Since HUD investigated, RI housing has changed. If you have a 250k development under recapture if the

market rate is 250k to build the buyer can afford 120 – 160k, RI housing can make a 90k home investment that goes to the developer. The agreement with the homebuyer that says if you sell the property you have to pay the 40k back, this model is designed for towns that don't have the land value. Our stock goes down and we are subsidizing developers.

Belden said he is here to ask the committee to send a letter to the town council and for the council to send a letter to RI Housing. Christian said his problem is with the recapture as far as Jamestown's land values are concerned.

Heather Lopes asked "are we not supposed to be preserving long term affordability?" Lisa Bryer said as a town can we still require longer affordability? If we put a restriction on it. The town can opt to have a deed restriction. Maybe we can add things to keep it affordable. There is nothing better than a 99 year lease for permanent affordability.

Judith Sutphen made a motion recommending that Christian Belden and Lisa Bryer write a letter that will go to the Town Council to send to RI housing, Heather Lopes seconded the motion. So unanimously voted.

IV. Discussion – Affordable Housing Committee Charge- continued until next meeting

A motion was made to close meeting and go into Executive Session was made by Heather Lopes and seconded by Judith Sutphen. All in favor.

A motion was made to seal the minutes by Heather Lopes and seconded by Barbara Szepetowski. All in favor

A motion to adjourn the meeting at 6:40 p.m. was made by Heather Lopes and seconded by Judith Sutphen. So unanimously voted.

Attest:

Cynthia Reppe

JAMESTOWN CONSERVATION COMMISSION

Thursday, October 20, 2016, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Ave., Jamestown, RI

Meeting Minutes--DRAFT

In attendance: M. Coleman, A. Kuhn-Hines, P. Larson, D. Reardon, J. Antonello

Absent: G. Souza, B. DiGennaro

- I. Call to Order: The meeting was called to order at 7:04 p.m.
- II. Approval of Minutes: September 13, 2016 Regular Meeting—MOTION to approve (D. Reardon / 2nd J. Antonello, all in favor P. Larson abstaining)
- III. Requests to address the Commission: None
- IV. Correspondence & Bills
 1. Matt Vierra 8/13/2016 Invoice for Mowing: \$65.00. MOTION to approve using Trail Map account (D. Reardon / 2nd P. Larson, all in favor)
 2. Eastern RI Conservation District- Coyote workshop 10/26/16 at Portsmouth Library 6 pm
 3. Eastern RI Conservation District- Farm Tour 10/25/16- Tiverton 5pm
- V. CRMC, RIDEM, & Town of Jamestown Section 308 Ordinance Review:
 1. CRMC October 2016 Calendar
 2. CRMC Semi-Monthly Meeting September 27, 2016
 3. CRMC Semi-Monthly Meeting October 11, 2016
 4. CRMC Aquaculture Permitting- Discussion about existing aquaculture operations in Dutch Harbor-specifically neighbors/residents on Westwind Drive have contacted CRMC and JCC commissioners to voice their complaints concerning their 'view scape' overlooking Dutch Harbor- complaints about aquaculture infrastructure (cages, buoys-floats, equipment). JCC noted that these are existing CRMC permitted operations and are providing water quality benefits, while acknowledging the density and locations of aquaculture operations does change the view for these residents.
 5. DEM Modifications at Beavertail State park- report of clearcutting at Beavertail state park- northeastern section of park within the coastal buffer zone-wide swaths of path/brush cleared. Resident Mark Baker provided images of cleared areas. Discussion included checking with CRMC to see if a permit had been approved for clearcutting. Noted that Barbara Sepatowski is the Jamestown state park representative and should be contacted.
 6. Section 308 Connors, Frigate Street Plat 16/Lot 222- owners have dropped their request for variance approval for significant wetland setback.
- VI. Old Business & Committee Reports:
 1. Rights of Way/Parks/Greenways & Public Access: Island-wide assessment & outreach/Friends of Jamestown ROW/Statewide ROW Initiatives (J. Antonello): Discussion focused on Friends of ROW report to Town Council at special meeting on ROWs on October 12, 2016: The meeting was very well attended meeting (about 60 residents) by Friends of ROW and neighbors of many ROWs- especially in the Jamestown Shores area. The Friends ROW group presented their assessment methodology and preliminary assessment results for all 39 ROWs on Jamestown. Audience was very interested in what was being assessed and criteria for prioritizing improvements, signage and issues such as parking, garbage removal, hours for access, town maintenance responsibilities, etc. Friends ROW plan to have completed assessment report submitted to Town Council by January 2017; High Street ROW (A. Kuhn-Hines): Remaining deliverables include finalizing the draft planting plan, removing

- debris from a neighbor's fort or shed, and securing resources for planting large native plants—this will need professional or town staff help; Taylor Point (G. Souza): current priority is addressing invasive species; the group is keeping in mind JCC goals for a memorial to Bob Kinder. Park Dock (cleaning by Jamestown Litter Crew)-agreed to write a JCC letter of appreciation to the Jamestown Litter Corp for all their efforts and work all over the island under the direction of Bonnie Jamieson (see Item #7 below), Hull Cove (M. Coleman): no updates; Dutch Island-agreed to send a letter to Town Council (and RIDEM?) requesting to be updated on plans for Dutch Island.
2. Restoration/Shorelines: Round Marsh restoration project update: no new updates; next round of restoration work scheduled for late fall/early Spring. Mackerel Cove (A. Kuhn-Hines): 30 *Rosa rugosa* plants were transplanted from Helen Haas' property (Highland Drive resident) to western end of Mackerel Cove dunes-agreed to send a JCC letter of appreciation for donation of the 30 plants; Sheffield Cove pollution remediation (D. Reardon): no update- town waiting for materials for biofilter buffer restoration.
 3. Land Protection and Stewardship: Trail maps (D. Reardon): D. Reardon reported that the Trails map account currently has approximately a total of \$4,500- of which \$1,500 was in the account as of November 2015 and an additional \$1,500 was added to the account in June 2016 and \$1,500 in trail map income (Fall 2016). Shores Lots Stewardship & Annual monitoring visit (M. Coleman): Due to transition in town staff with GIS the annual monitoring project with volunteers from CILT and the Shores Association is being deferred to fall. The plan is to set up a meeting with the Town GIS/Environmental specialist, Jean Lampre, and CILT's Jim Tureene and JCC to go over GIS and GPS data for surveying Jamestown Shores lots-checking for signage and general condition. Additionally set up a time to meet with Jean Lampre to review and update island-wide maps of land protection, conservation easements, and open space, and to discuss the continued development of these maps. Trails stewardship (M. Coleman): Volunteer trail steward Chris Powell has a list of small ongoing projects, maintenance is going well.
 4. Litter Control: Cleanup/prevention activities (M. Coleman): JCC letter will be sent to Jamestown Litter Corp, Jamestown Press and Town Council acknowledging their tireless efforts island-wide.
 5. Public education: Storm Drain Education project with JAC (A. Kuhn-Hines): JCC has deliverable of finalizing buy-in to the artwork approval process and drafting letter to abutters with town staff, potentially Town Council- Agreed to distribute \$500 donation to JAC- which was voted on and approved in previous JCC meetings; Conservation Moorings and Atlantic Coastal Fish Habitat Project (M. Coleman): Educational signage is installed at E. Ferry. Demonstration moorings have been successfully installed. One boat yard has already started using them. Possible future initiatives (eco-friendly yard care, feeding wildlife, dog waste/watershed protection) (JCC)
 6. JCC Annual Report submitted for review by JCC (M. Coleman): MOTION to Approve and submit to Town Council (D. Reardon / 2nd J. Antonello, all in favor)
 7. Solar Development at Taylor Point (M. Coleman): D. Reardon reported on his meetings concerning the RIBTA solar project (clearing forest adjacent to Conanicut Marine's storage facility property and Jamestown Police station for solar installation) Dave Reardon met with the Town Administrator, Andy Nota, and Mike Gray (Public Works), and members of the Conanicut Island Land Trust (CILT) on October 19, 2016 to discuss proposals of alternate locations for the solar array. The CILT has proposed an alternative site that would involve a town easement. Discussion involved alternative options that would minimize the amount of forest clearing. The JCC decided to send a letter to the Town Council and Town Administrator, Andy Nota, RIBTA executive director, Buddy Croft, and the CILT, describing the JCC's concerns and requesting that the Town Council act immediately to request RIBTA to postpone any forest clearing until alternative options have been fully explored and discussed by all interested parties. MOTION to approve submittal of letter (D. Reardon/2nd A. Kuhn-Hines, all in favor).

8. Town Planning: Comp Plan/ Recreation & Open Space plan (B. DiGennaro) discussion suggesting setting up a special meeting to discuss long term plans sometime early 2017.
9. Planning Commission, Conservation Development (M. Coleman)- no update
10. Harbor Management Commission (G. Souza)- no update
11. Tree Committee (G. Souza)- no update

VII. New Business:

1. Watershed Protection/Water Resources- discussion about previous Water Board-a grassroots organization with an emphasis on watershed issues and education
2. Stiltgrass Invasive Species- noted that there has been warnings of this invasive plant made by wetland specialist- discussion included the idea of contacting Caitlyn Chaffee to get more information on control of this species.
3. Mosquito abatement (P. Larson): Discussion deferred to a future meeting, pending information-gathering.
4. Schedule next meeting (JCC): November 10, 2016 (Tuesday), 7PM, Town Hall.

VIII. Adjourn: The meeting was adjourned at 9:18 pm (MOTION M. Coleman / 2nd D. Reardon, all in favor)



Jamestown Harbor Office
250 Conanicus Avenue
Jamestown, RI 02835
401-423-7190

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Minutes of the October 12, 2016 Meeting of the Jamestown Harbor Commission
Approved: 11/9/2016

A meeting of the Jamestown Harbor Commission (JHC) was held Wednesday, October 12, 2016 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 7:12 PM with roll call:

Present:

David Cain, Chairman
Clifford Kurz, Commissioner
Wayne Banks, Commissioner
Dan Wurzbacher, Commissioner
Joseph McGrady, Commissioner

Absent:

William Harsch, Vice-Chairman
Bruce Dickinson, Commissioner

Also in attendance:

Chief Edward Mello, Executive Director
Mark Campbell, Harbormaster
Kim Devlin, Harbor Clerk

II. APPROVAL OF MEETING MINUTES

A. Wednesday, September 14, 2016

Commissioner Banks moved to accept the minutes of the September 14, 2016 Jamestown Harbor Commission meeting, Commissioner Wurzbacher seconded. So voted; (5 ayes, 0 nays).

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 Chief Mello reported that the proposed 207/2018 budget will be brought to the Commission at the next meeting.

V. HARBORMASTER REPORT

Harbormaster Campbell reported that things have slowed down since Labor Day and with the potential Hurricane Matthew things cleared out even more. A dinghy was recovered from Sheffield Cove and we met with Jamestown Boat Yard regarding the plan for their new moorings.

Harbormaster Campbell reported that when Matthew was a potential threat we put the wheels in motion to pull the boats, shut down the pumpouts, but within 12 hours of implementing the plan, the storm shifted. It was a good learning exercise.

Harbormaster Campbell reported that he conducted three more police training exercises and the plan is to haul the boats on October 19th. About 25 moorings were given up and about 40 notification letters were sent to permit holders regarding moorings not being used or permits not renewed.

Harbormaster Campbell reported that he plans on writing one more Waypoint which will focus on looking ahead to spring.

VI. MARINE DEVELOPMENT FUND BUDGET

A. 2015/2016 MDF YTD Budget

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

VII. SUB-COMMITTEE REPORTS

A. Budget

Commissioner Kurz had nothing to report.

B. Facilities

Commissioner Dickinson was absent. Executive Director Chief Mello reported that he has been working with Mike Gray and the RT Group to develop plans for the stairs at the West Ferry out hauls.

C. Mooring Implementation

Chairman Cain had nothing to report.

D. Traffic Committee

Chairman Cain had nothing to report.

VIII. LIAISON REPORTS

A. Conservation Commission Liaison

Conservation Commission Liaison Souza was not in attendance.

IX. OLD BUSINESS

Executive Director Chief Mello reported that, at the request of the Jamestown Harbor Commission, the town resolutions stating that swimming from town docks, piers and floating docks is not allowed.

Executive Director Chief Mello stated that Mark is working on a regulation book to bring to the Jamestown Harbor Commission for approval. We are trying to adopt regulations that are not covered in the Harbor Management Ordinance that we feel are necessary, but if there is something that is already covered in the Harbor Management Ordinance that we would like to change it may require an ordinance change.

There are diagrams in the packet for the new beach racks at Ft. Getty, but we will discuss those at the next meeting when the item is on the agenda.

X. CORRESPONDENCE

A. Appeal – Mr. Peter Coble; denial of second year grace period; 9/19/2016

Mr. Peter Coble presented his appeal to the Jamestown Harbor Commission, stating that he used grace period last year and renewed his permit this season with understanding that he would have a boat this year. Mr. Coble couldn't find a boat that he wanted and didn't want to buy one he didn't want. Mr. Coble stated that he always inspects his mooring and renews his mooring permit and doesn't want to give up the permit.

Executive Director Chief Mello explained to the Jamestown Harbor Commission that the policy is to allow the Harbormaster to grant a one year exemption but to deny a second year request.

Mr. Coble has been proactive in reaching out this year and keeping Kim in the loop. Executive Director Chief Mello suggested that the Jamestown Harbor Commission could give Mr. Coble a date that he must have a vessel ready to go otherwise he will lose his mooring permit.

The Jamestown Harbor Commission discussed the terms of approval.

Executive Director Chief Mello suggested a stipulation that the mooring be commissioned, with a vessel on the mooring and the permit fee be paid by May 15, 2017.

Chairman Cain moved to approve the grace period for 2016 and that Mr. Coble shall be entitled to the use of that mooring upon presenting evidence to the harbor office that he owns a vessel that complies with the ordinance and that it is properly registered with the state of Rhode Island, and that the mooring shall be inspected and that the boat shall be placed on the mooring no later than May 15 2017. Commissioner Kurz seconded. So voted; 5 ayes, 0 nays.

XI. NEW BUSINESS

A. Conanicut Yacht Club – additional mooring permits request

Harbormaster Campbell stated that in February of this year the Jamestown Harbor Commission granted additional commercial mooring permits to various commercial operators, with conditions. The Conanicut Yacht Club has met the conditions of the approval and is now asking the Jamestown Harbor Commission for formal authorization of the approval, based on Harbormaster Campbell's recommendation.

Commissioner McGrady moved to approve the 10 additional mooring permits total 29 at the Conanicut Yacht Club, Commissioner Kurz seconded. So voted; 4 ayes, 0 nays (Chairman Cain recused himself from the vote).

B. Appeal – Mr. Peter Coble; denial of second year grace period

XII. OPEN FORUM – CONTINUED

Mr. Michael Egan asked the Jamestown Harbor Commission if the Rights-of-Ways were not their responsibility, in reference to the Rights-of-Ways meeting prior to the Jamestown Harbor Commission meeting.

Executive Director Chief Mello stated that there is a list of assets that the town council and the Jamestown Harbor Commission have agreed on as being the responsibility of the Jamestown Harbor Commission. Some of the public ROW's are included, but not all of them.

XIII. ADJOURNMENT

Commissioner Dickinson moved to adjourn at 8:10 PM, Vice-Chairman Harsch seconded. So voted; (5 ayes, 0 nays).

Respectfully submitted,



Kim Devlin
Jamestown Harbor Clerk

JAMESTOWN PHILOMENIAN LIBRARY
Board of Trustees
October 11, 2016 Meeting Minutes

A. Call to order: roll call: Board chair Sanborn called the meeting to order at 5:00PM. In attendance were: Peter Carson, Jennifer Cloud, Paul Housberg, Christian Infantolino, Marianne Kirby, Mary Lou Sanborn, Chris Walsh, Donna Fogarty (library director)
Guest: Attorney Rusty Sallee

B. Report of the Chair: Board chair Sanborn reported she has sent all SOS meeting notices to the LBOT email address in case there is a question from a community member etc. She apologized for not including the review of the LBOT sub-committees on the October meeting agenda, but will include it on the November meeting agenda.

C. Consent Agenda: A motion was made by board member Kirby, seconded by board member Walsh to accept the Consent Agenda as presented. The motion passes unanimously. Board chair Sanborn commented that 40% of the Operating Budget for Repairs and Maintenance has already been used due to a problem with one of the HVAC units. This will need to be monitored.

D. Friends of the Library: Donna Fogarty reported that at the "Friends" meeting, the programming was reviewed and they are still looking to increase their membership. It is currently down by approximately 100 members. The "Friends" plan to send a membership letter in November. Board member Cloud will attend the "Friends" November meeting as the LBOT liaison.

E. Unfinished Business:

1. Board of Trustees sub-committee update:

- i. Finance/Budget:** Board member Carson reported that he has investigated the Easy Step filing of the 501(c)3. The filing is made through Legal Zoom at a one-time cost of \$99.00. Discussion took place regarding the LBOT having its own non-profit status, using the Town of Jamestown municipal status, or using the "Friends". Board chair Sanborn mentioned that Arlene Petit, current president of the "Friends" has sent a MOU outlining the various conditions of the use of their non-profit status. It was decided not to use the "Friends" non-profit status. Board chair Sanborn will respond to the MOU. Board member Carson asked that potential members of the Fundraising/Capital Campaign committee be asked their thoughts on using the Town's municipal status. Board chair Sanborn said she would mention this and notify the LBOT of their responses. Attorney Sallee was asked for his recommendation. His response was to remain independent of the Town.
- II. Policy:** Board member Kirby distributed copies of suggested By-Law revisions. She asked LBOT members to review for a final read at the November meeting. Board member Kirby distributed copies of the proposed Trustees Governing Style Policy as a second read. Discussion took place regarding the criteria of an annual self-evaluation of the LBOT. Further discussion took place regarding the inclusion of a "Board Process Review" to be included as an agenda item at each monthly meeting. A motion was made by board member Housberg, seconded by board member Cloud to include "Board Process Review" as an agenda item at each

monthly meeting. The motion passed unanimously. The proposed Trustees Governing Style Policy will be included on the LBOT November meeting agenda as a final read. Board member Kirby distributed copies of the proposed Trustees Code of Conduct. Discussion took place. A motion was made by board member Kirby, seconded by board member Carson that the policy be adopted as presented. The motion passed unanimously. Board member Kirby distributed copies of the Weather Emergency Policy. Discussion took place as a result of the Town Emergency Policy. Further discussion and review will take place at the LBOT November meeting.

- iii. **Facilities:** An update to the library facility was included as part of the Library Director's report. Donna Fogarty discussed the need for the patio doors to be re-stained now or in the spring. Donna will ask the advice of the painters.
- 2. **2016-2017 CIP/Operational budget update:** This agenda item has been postponed until the November meeting.
- 3. **Library Renovation Project:**
 - a. **Project outline:** Board chair Sanborn mentioned she had received a response from Karen Mellor, director of OLIS, since the LBOT September meeting. Ms Mellor stated the Town Comprehensive Plan as it mentions the JPL is sufficient as is to apply for an OLIS grant. Board chair Sanborn also mentioned she emailed an article to the Jamestown Press three (3) weeks that has yet to be published. She is hoping it will appear in this week's edition as a reminder was sent.
 - b. **Building Committee:** Board member Housberg, Building Committee chair, updated the LBOT regarding the building committee. He mentioned two planning meetings have already taken place. He also mentioned that Mohamad Farzan, the project architect, has reviewed the Library Building Program report and incorporated the info into a "pie in the sky" first rendering. A presentation will be made to the Town Council once an initial design is approved by the LBOT. At the next Building Committee meeting alternative plans will be reviewed as well as a timeline for the design phase using March 1st as a completion date for this phase.
 - c. **Fundraising:** Board chair Sanborn advised the LBOT she is still in the process of gathering names and contacting them to be a part of the Capital Campaign committee. She also will contact Lisa Randall of the JAC and the Jamestown Chamber of Commerce for additional possibilities of committee members. She will provide a further update at the November meeting. Donna Fogarty mentioned the VanBurien Foundation which may be a possible source of grant funding for the project.
 - d. **Library Building Program Report:** Donna Fogarty indicated she has met several times with Kathryn Taylor, OLIS consultant. Several revisions are still necessary to the report before a final copy will be distributed to the LBOT for approval. Mohamad Farzan is being sent the revisions as they are completed.

F. New Business:

- 1. **Library Annual Report:** Donna Fogarty distributed copies of a comparison of last year's and this year's information. She also reviewed the contents of the Library Annual Report. A motion was made by board member Cloud, seconded by board member Carson to approve the Library Annual Report as presented. The motion passed unanimously.
- 2. **Outstanding CIP Funds:** Donna Fogarty presented a list of painting contractors and costs involved with painting the exterior windows of the library. Discussion

took place. A motion was made by board member Kirby, seconded by board member to award the painting contract to Restorations Inc in the amount of \$1,450.00 The motion passed unanimously. The funds for this contract will be taken from previous year's CIP budget.

3. **Strategic Plan:** Board chair Sanborn reported that in order to receive State Grant in Aid funding there must be a current Strategic Plan in place for the library. A draft copy of a plan was given to the LBOT in August 2015, but was never approved. The proposed 2015-2018 Strategic Plan was discussed and reviewed. A motion was made by board member Carson, seconded by board member Housberg to accept the 2015-2018 Strategic Plan as presented. The motion passed unanimously. The plan will be reviewed at the January LBOT meeting.
4. **Nominating Committee:** As indicated in the current LBOT By-laws, a nominating committee needs to be selected for a slate of officers for the coming year. Board chair Sanborn asked board member Infantolino and Walsh to be the members of the Nominating Committee. Both board members accepted and will provide a slate of officers for the January meeting.

G. Future Agenda Items:

1. Letter to Town Council regarding LBOT vacancies
2. Evaluation of Library Director Policy

H. Public Comment: None

I. Executive Session: A motion was made by board member Carson, seconded by board member Kirby to adjourn the open meeting of the Library Board of Trustees and move into Executive Session. The motion passed unanimously. The meeting was adjourned at 6:27PM. A motion was made by board member Infantolino, seconded by board member Walsh to adjourn the Executive Session and return to the open meeting. The motion passed unanimously. The Executive Session was adjourned at 7:21PM. No votes were taken while in Executive Session.

J. Adjournment: A motion was made by board member Kirby, seconded by board member Carson to adjourn the open meeting at 7:22PM. The motion passed unanimously. The next meeting of the LBOT will be held on Tuesday, November 8, 2016.

Respectfully submitted,

Mary Lou Sanborn
Secretary Pro-temp

MEETING MINUTES
JAMESTOWN PHILOMENIAN LIBRARY
Library Renovation Building Committee
26 North Road, Jamestown, RI 02835
Sydney Wright Museum Room
Tuesday, October 4, 2016
5:00PM

Call to order: roll call

Committee Members in attendance: Paul Housberg, Jen Cloud, Donna Fogarty, Library Director, Lisa Bryer, Town Planner, Mary Lou Sanborn, Bob Flath, Duncan Pendlebury, Mohamed Farzan, Architect.

Also Present: Alma Davenport

Meeting was called to order.

Approval of September 21, 2016 meeting minutes

Motion was made by Jen and Seconded by Paul to approve the minutes of September 21, 2016. Lisa Bryer Abstained. All others in Favor.

Library building program report and relationship diagram (Mohamad Farzan): review and discussion and/or potential action

Mohamad presented the relationship diagram based on the space needs presented in the report.

Discussion ensued about the spaces and OLIS requirements. Donna is meeting with Kathryn Taylor, Library Consultant on Friday and will ask her questions such as - does outdoor space or shared space qualify for the grant?

The Committee is looking at all the spaces – nothing is committed at this point.

Mohamad will present two alternatives:

- Keep the children's library as is (space) and other things also remain in the same space but expand around the edges of the library, and
- Move the children's library space to the stack area on the north side of the library and readjust other spaces while expanding.

Discussion of a possible third option is to build a second floor since we will be putting an elevator in anyway.

Design phase timeline (Mohamad Farzan): review discussion and/or potential action

We are shooting for November 8 to meet with the Library Board of Trustees and possibly November 21st to meet with the Town Council.

Schedule future meetings (Paul Housberg): review discussion and/or potential action

The next meeting will be October 17th (Monday) since Town Council meeting is on Tuesday.

Public Comment

Alma Davenport suggested that the schedule should accommodate adequate review time and not rush the project. The building committee agreed.

Adjournment

Motion to Adjourn at 6:03 by Jen, seconded by Paul.

All in Favor

Attest:

Lisa Bryer, AICP, Town Planner

Jamestown Philomenian Library
Library Renovation Building Committee Meeting Minutes
October 17, 2016

Call to order: roll call: The meeting was called to order at 5:04PM by Building Committee chair, Paul Housberg. In attendance were: Lisa Bryer, Jennifer Cloud, Bob Flath, Mohamad Farzan, Donna Fogarty, Paul Housberg, Duncan Pendlebury, Mary Lou Sanborn

Approval of October 4, 2016 meeting minutes: A motion was made by committee member Flath, seconded by committee member Cloud to approve the minutes as amended: Public Comment – committee replaces board. The motion passed unanimously.

Review of space allocation alternatives: Mohamad Farzan reviewed each of the three alternative building designs based on the information included in the Library Building Program report. These initial alternative designs showed the space allocations in different views. He mentioned the 14,424 sq. ft. sub-total net area needed does not include the circulation area, and the total estimated sq. ft. area of 20,315 is a “pie in the sky” number based on the Library Building Program report recommended areas. The final plan will include efficiencies to decrease the recommended square footage. Discussion took place regarding the pros and cons of each alternative design. For the next meeting, Mohamad will prepare two alternatives based on the discussion.

Design phase timeline including initial presentation to Town Council: Mohamad reviewed the proposed timeline with the building committee members. The timeline is based on a completion date of March 1, 2017 where a final design and costs will be submitted to the Town Council once approved by the LBOT. The LBOT would like to have the project included in the 2017-2018 Town Budget

Schedule future meetings: The next Building Committee meeting will be held on Monday, November 7th at 4:30PM.

Public Comment: Public comment included lack of adequate parking, clarity of acoustics in the large meeting room, keep the meeting where it is currently located, cost versus space needed, exterior design, grant fundraising, process to include renovation project in 2017-2018 Town budget

Adjournment: A motion was made by committee member Cloud, seconded by committee member Flath to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 6:06PM.

Respectfully submitted,
Mary Lou Sanborn

Approved As Written
PLANNING COMMISSION MINUTES
August 17, 2016
7:30 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:34 p.m. and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Mick Cochran
Bernie Pfeiffer	Michael Smith

Not present: Dana Prestigiacomio

Also present:

Lisa Bryer, AICP – Town Planner
Wyatt Brochu – Town Solicitor
Cinthia Reppe – Planning Assistant
Deb Foppert – Esq.
Steve Perry – Dutch Harbor Development, LLC.; AMS Development
Michael Darveau – Darveau Land Surveying
Dan Cotta – American Engineering
Bob Bailey – Lila Delman Real Estate
Robert Powers – HOA president Westwind Dr.

II. Approval of Minutes August 3, 2016

A motion was made by Commissioner Cochran and seconded by Commissioner Smith to accept the minutes as written. So unanimously voted. Enright/Pendlebury Abstain.

Preliminary Public Hearing- continued from July 20, 2016

(Withdrawn due to plan Design Change)

Dutch Harbor Development - This project consists of a three-lot subdivision being accessed by both Arnold Avenue and developing a portion of the paper street, Pemberton Avenue, a public street off Westwind Drive. The project is comprised of Tax Assessors Plat (AP) 8 Lot 68. Said lot proposed for subdivision is a through lot

between Arnold Avenue and Westwind Drive and begins approximately 1/10th of a mile west of North Road on Arnold Avenue and approximately 1/10th of a mile west of North Road on Westwind Drive.

Since this plan was withdrawn, no further action is needed from the Planning Commission.

III. New Business

1. **Dutch Harbor Development, LLC** – Plat 8 Lot 68, Arnold Avenue, Westwind Dr., Pemberton Avenue and Lawn Avenue – Three Lot Minor Subdivision – Preliminary Plan Review and Approval

Deb Foppert Esq. representing Dutch Harbor Development and the current owners of the lot will make the presentation.

The developers have met with the TRC a few times already in the last year or so. They have redesigned this development a few times based on the neighbors and TRC comments.

It is currently 1 lot and they will develop 2 additional lots for a total of 3. They have received the needed water and sewer approval that they asked for. The two lots on Westwind Drive will have private wells. This will be an attractive development. She explained the easement and tonight the HOA has released the 1 foot strip easement and in September it will be added to Westwind Dr.

Mike Darveau, Darveau Land Surveying Professionals- This is a 5.6 acre lot that will be divided into 3 lots. Arnold Ave will have 1 lot with frontage and the other 2 lots will front on Westwind Dr. It will be bordered by two unimproved paper streets (Lawn Ave and Pemberton Avenue). The two lots on Westwind Drive will be connected to the public sewer system through a force main with a sewer easement area through Pemberton Avenue to Lot 109. The 2 homes on Westwind Dr. will have pump stations. Parcel C will have public water Parcels A&B will have private wells. This is a 3 lot minor subdivision that meets all of the requirements for a subdivision. This plan was drawn with 51 feet of a public road which assumes the 1 foot strip owned by the Town is merged into the 50 ft. right of way which will be done after tonight at the Town Council. The adjacent paper streets are currently owned by the town but not accepted by the town.

Commissioner Pendlebury asked where the force main is for the sewer. Does it end at the ROW line? He is curious about responsibility. Homeowners will have responsibility. The town responsibility is at the ROW.

Mr. Darveau met with the property owners and discussed where the driveway entrances will be and is partly based on where the existing landscaping is so it will not disturb the neighbors.

At the TRC Dan Cotta said they discussed about paving more than 20 feet of the driveways and the capacity to meet a 100 yr storm. They located the wells in the center of the lot for plenty of separation. Mr. Cotta explained the drainage.

Commissioner Swistak asked Mr. Darveau if after the council approves this do you have to update the plan? No the drawings are already updated. These plans are accurate for recording.

At the TRC meeting Mr. Perry agreed that he will leave money on deposit for the town to construct sidewalks when they want to on Arnold Ave. They did not go with the conservation easement but instead will be paying the FILO land dedication.

Attorney Deb Fopert mentioned that there will be a self imposed restriction for further subdivision on the properties and that restriction is in the legal documents.

Robert Powers – 30 Westwind Dr. – He is the president of the HOA and he is in favor of this subdivision. There is concern about the paper streets, they do not want the paper streets turned into regular streets. He was told this is up to the town council. Bryer said the town has never accepted them they are created on a plat and not developed, they were dedicated to the town but never accepted by the town. So in order for the town to allow an easement they have to accept it but it is not for a roadway. The applicant brought up the fact that maybe they can give up the right but Bryer noted that this was discussed and the PW director does not want to do this yet. They could as a HOA approach the town. Bryer said the Town does not want to give up the ROW because of drainage issues in that area.

Commissioner Swistak made a motion that was seconded by Commissioner Pfeiffer to grant Preliminary Plan approval in accordance with the Town of Jamestown Subdivision Regulations, RIGL 45-23-37 and the plans entitled "**Minor Subdivision Property Line Plan for Dutch Harbor Development, LLC; Assessors Plat 8 Lot 68; Arnold Avenue, Jamestown, RI; prepared by Darveau Land Surveying, Inc., P.O. Box 7918, Cumberland, RI 02864; dated August 5, 2016** based on the following Findings of Fact and subject to the following Conditions of Approval:

A. Findings of Fact

The Board makes the following findings:

1. The subdivision is consistent with the requirements of the Jamestown Comprehensive Plan;
2. Each lot in the subdivision conforms to the standards and provisions of the Jamestown Zoning Ordinance;
3. No building lot is designed and located in such a manner as to require relief from Article 3, Section 308 of the Zoning Ordinance. The application is proposing that all three lots connect to the public sewer system;
4. There will be no significant negative environmental impacts from the proposed development as shown on the plans, with all required conditions for approval;
5. The subdivision as proposed will not result in the creation of individual lots with such physical constraints to development that building on those lots according to pertinent regulations and buildings standards would be impracticable;
6. All subdivision lots have adequate and permanent physical access to a public street, namely, Arnold Avenue and Westwind Drive. Lot frontage on a public street without physical access shall not be considered compliant with this requirement;
7. The subdivision provides for safe circulation of pedestrian and vehicular traffic, and for a suitable building site that contributes to the attractiveness of the community;
8. The design and location of building lots, utilities, drainage improvements, and other improvements in the subdivision minimize flooding and soil erosion;
9. All lots in the subdivision have access to sufficient potable water for the intended use as long as Condition of Approval #2 is adhered to. The subject lot is outside of the Urban Service District Area. The District line and the water line runs down Arnold Avenue. The lot on Arnold Avenue, with water frontage, was granted a water hookup by right. The two lots on Westwind Drive will have private wells;
10. The approval is for a total of 3 lots, one existing and two new lots;

11. The applicant has submitted results of the archaeological investigation dated October 2, 2014; and
12. Westwind Homeowners Association, represented by Robert Powers testified that the HOA agrees with the subdivision as proposed.

D. Conditions of Approval

1. That payment of a fee in-lieu-of land dedication shall be required for this subdivision for the two new lots in the amount required by Article IIID of the Jamestown Subdivision Regulations. This fee of \$12,678 shall be paid prior to recording of the final plan.
2. Two potable wells must be installed and tested to insure sufficient quantity and quality of drinking water for the intended use prior to final approval;
3. The following Legal Documents shall be reviewed and approved by the Solicitors Office prior to being recorded. They shall be recorded prior to or simultaneously with the final record plat in the Office of the Town Clerk:
 - a) Declaration of Restrictive and Protective Covenants;
 - b) Utility Easement for Stormwater on Lawn Avenue and Sewer Easement on Pemberton Avenue;
 - c) Creation of Homeowners Association.
4. Prior to Final Approval, the Applicant shall petition and receive approval from the Town Council to:
 - a) Merge the one foot strip on the south side of Westwind Drive into Westwind Drive, for the purpose of providing frontage for these subdivision lots;
 - b) Accept the unaccepted portions of Lawn Avenue and Pemberton Avenue in between Arnold Avenue and Westwind Drive for the purposes of utility easements.
5. Granite monuments, or where granite monuments are not suitable, other suitable survey markers, other than concrete shall be placed at all corner points at the new property line prior to final approval;
6. The Planning Commission delegates final plan review to the Town Planner with the signature of the Planning Chair to appear on the Final Record Plat;
7. This approval shall be recorded with the Town Clerk within 20 days of receipt of approval;
8. This approval shall expire one year from the date of approval by the Planning Commission unless final approval is received within that time; and,
9. The applicant shall be responsible for either funding or constructing sidewalks in the ROW along AP 8 Lot 886 through AP 8 Lot 68 along Arnold Avenue.

So voted:

Michael Swistak - Aye
Rosemary Enright - Aye
Bernie Pfeiffer - Aye

Duncan Pendlebury - Aye
Mick Cochran - Aye
Michael Smith – Aye

Motion carries 6-0

2. **AMS Development Corp.** – Plat 16 Lot 185 - Zoning Ordinance Section 314 Sub District A Review, High Ground Water Table Impervious Overlay District 314 – Recommendation to Zoning Board

Deb Fopert is representing AMS Development, they are proposing a 2 bedroom home. This application was given a positive recommendation from the Town Engineer office. A motion was made by Commissioner Swistak and seconded by Commissioner Pendlebury to accept Michael Darveau as an expert witness. So unanimously voted.

This is a little bit deeper than a normal lot in the shores it is 9505 sq ft. A class one survey was done. This lot is close to North Main Rd. This is a sub-district A application he worked with Jean Lambert on this. They tried to disburse the drainage so he put a rain garden in the middle of the u shaped driveway. They have proposed a 992 sq ft footprint which is still well under the allowed 12% lot coverage. The septic system is approved by DEM a bottomless sand filter system. There will be a well on the property.

Commissioner Enright asked about the distance between the well and septic systems, it is greater than 100 feet. He has the stamped copy from DEM it is 107 feet south of the property and he showed the wells on the other lots.

Commissioner Pendlebury said this lot is in an area where it is a classic blind spot and he wants language added into the conditions.

Bob Bailey asked about what they can and cannot do as far as taking trees down. He discussed the blindness factor of the lot and people leaving the property. Lisa does not know if we can make a condition about planting on a town ROW, technically you are not supposed to do that. Pendlebury asked should the applicant petition the town to clear the ROW area? They can put it as a condition to clear and maintain.

A motion was made by Commissioner Swistak and seconded by Commissioner Cochran to recommend to the Jamestown Zoning Board, approval of the application AMS Development Corp, Plat 16, Lots 185, Frigate Street, review under Zoning Ordinance Section 82-314 – High Groundwater and Impervious Layer Overlay District, Sub-district A – review in accordance with the plan entitled **Proposed Site Plan for AMS Development Corp, Plat 16 Lot 185, Frigate Street, Jamestown, RI (sheet 1 of 1), dated Revised Aug. 9, 2016**. The recommendation for approval is based on the following findings of facts as amended:

Findings of Fact Section 314

The applicant is proposing to construct a 2 bedroom 992 footprint dwelling on Lot 185 totaling 9,505 square feet.

1. Applicant has obtained RI DEM approval for an ISDS/OWTS for a two-bedroom dwelling;
2. The applicants OWTS permit from RIDEM and the Town of Jamestown Worksheet for Zoning Section 314 indicates the OWTS is a Bottomless Sand Filter with Septi-tech Processor Tank system;
3. The applicant's representative Septic Designer, Michael Darveau, of Darveau Land Survey Inc. has submitted expert testimony before the Planning Commission in this matter;
4. Jamestown Town Engineer Jean Lambert, PE provided correspondence to Lisa Bryer, Town Planner and Chris Costa, ZEO dated August 9, 2016 regarding the application with respect to Zoning Section 314 (attached);
5. There are no wetlands on the subject property nor are there any wetlands within 150 feet from the applicable components of the OWTS per Zoning Ordinance Section 82-308;

6. Based on soil evaluation reports, the subject lot is in sub-district A of the High Groundwater Table and Impervious Overlay District;
7. AMS Development is authorized as the applicant in this matter based on terms of the Purchase and Sales Agreement with the current owner – Master Pizzi Holdings, LLC;

Conditions of Approval

1. The Operation and Maintenance (O & M) requirements for pervious driveway, rain garden and OWTS shall be recorded in the Office of the Town Clerk with the Zoning Approval and evidence of such shall be provided to the Zoning Enforcement Officer.
2. The proposed driveway, shall be constructed as shown on the plan and shall be maintained as a pervious surface and not be paved at any time in the future. The O & M shall indicate that driveway shall remain pervious in perpetuity. Any change in this requirement will require additional approval by the Zoning Board of Review.
3. For visibility purposes – all brush shall be cleared from the Town right-of-way, and the ROW shall continue to be maintained to ensure view clearance.
4. An as-built plan shall be provided by the Engineer to ensure constructed grades match the approved development plan.

So unanimously voted.

IV. Adjournment

A motion was made by Commissioner Enright and seconded by Commissioner Smith to adjourn the meeting at 8:49 p.m. So unanimously voted.

Attest:



Cinthia L Reppe
Planning Assistant

Approved As Written
PLANNING COMMISSION MINUTES
October 5, 2016
7:30 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:34 p.m. and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Mick Cochran
Bernie Pfeiffer	Michael Smith
Dana Prestigiacommo	

Also present:

Lisa Bryer, AICP – Town Planner
Wyatt Brochu – Town Solicitor
Deb Foppert – Esq.
Michael Darveau – Darveau Land Surveying

II. Approval of Minutes August 17, 2016

A motion was made by Commissioner Cochran and seconded by Commissioner Smith to accept the minutes as written. So unanimously voted.

III. Correspondence

1. Memo to ZB – Re: AMS Development - Received

IV. Citizen's Non Agenda Item

No one spoke under this item.

V. Reports

1. Town Planner's Report

The changing time of meeting back to 7:00 was discussed. A motion by Chair Swistak to approve this change was made, Second by Commissioner Cochran.

2. Chairpersons report
3. Town Committees
4. Sub Committees

VI. Old Business

1. **Sustainable Jamestown**– Discussion of Project and Consultant
Town Planner Bryer reported that the Planning Commission subcommittee made a recommendation to hire Horsley Witten Group of Providence and the Town Council approved hiring them on October 3rd at their meeting.

Swistak recused from this application and left the Dais.

VII. New Business

1. **Marshall**–32 Dumpling Dr. Plat 10 Lot 97 – Zoning Ordinance Section 82-308 Variance Request for Development within the 150 foot freshwater wetland setback – Recommendation to the Zoning Board

Vice Chair Pendlebury assumed the Chair position.

Deb Foppert representing the applicant. Seeking a dimensional variance from Section 308 of Zoning Ordinance. Purpose of the application is to replace the existing OWTS and putting an addition on the house. Turned the application over to Mike Darveau, professional land surveyor. The site is uniquely shaped with no frontage on Dumpling Drive. The existing septic system is from mid 1980's. He estimates that it is into the water table or at least at the water table due to the high water table in the area. The proposed OWTS is in the higher area of the lot. It meets the separation requirement to the water table. Has 42 feet to the wetland. The wetlands are lateral and not downhill to the site. Estimated that existing water table in the area of the existing septic system is about 1.5 feet. Ledge was found at about 4-5 feet. Vice Chair Pendlebury asked questions about the proposed OWTS and the existing OWTS.

Commissioner Cochran asked about why the new OWTS was not relocated in the same location. Primarily because of the high water table and the soils are more favorable in the new area.

Vice Chair Pendlebury asked procedural questions about notification and the answer was that neighbors will not be notified until the Zoning application is processed. He then asked about how an OWTS operates. Mike Darveau explained the difference between a conventional system and an advanced treatment system.

Vice Chair Pendlebury asked if the 150 foot buffer was instituted before the approval of alternative systems. Bryer gave an explanation of when Section 308 was adopted and the wastewater management program was adopted at the town level in approximately 2000. A discussion ensued regarding the new state regulations.

Commissioner Pfeiffer asked about what the difference between the last application and this one. He was answered by Rosemary that this is an existing house and they are making it better.

Bryer asked if a bedroom count was assigned to the existing system. Darveau believed yes and it is either 3 or 4 and believes it is 4. DEM only approves an alteration for increase of one bedroom.

A motion was made by Commissioner Enright, Seconded by Commissioner Smith to recommend to the Jamestown Zoning Board, approval of the application for Lucia and John Marshall – 32 Dumpling Drive, AP 10, Lot 97– Zoning Ordinance Section 308 Setback to Freshwater Wetland in

accordance with the plans entitled **Proposed Site Plan for Lucia Marshall Plat 10, Lot 97, 32 Dumpling Drive, Jamestown, Rhode Island; dated September 22, 2016.** The recommendation for approval is based on the following findings of fact and subject to the following conditions of approval:

Findings of Fact:

1. The lot is 43,996 square feet;
2. The applicant is proposing to construct an addition to an existing house with a proposed covered front porch;
3. The application has an approval for an advanced treatment 4 bedroom septic system from RI DEM approved as an alteration to an existing OWTS based on the proposed improvements to the existing house;
4. There are wetlands on the property as shown on the site plan;
5. The applicant has addressed the standards of 82-308 through a written narrative by Natural Resource Services, Inc. signed by Edward J. Avizinis, Soil Scientist and Wetland Biologist;
6. In order to mitigate increased runoff from the proposed improvements, the applicant has proposed the use of rain garden which is connected to the roof leaders;
7. It is noted that “the rain garden is appropriately sized” for the proposed development to provide treatment for the 1” water quality volume;
8. Deb Foppert, Esq. presented on behalf of the applicant; and,
9. RIDEM requires maintenance of all storm water mitigation systems by the owner, which is critical to continued mitigation of runoff.

Conditions of Approval:

1. The applicant shall provide an 8 ½” x 11” written Operations and Maintenance (O &M) recommendation for the stormwater mitigation and OWTS; and,
2. The O&M sheets as referenced in #1 above shall be recorded with the Zoning Approval.

So voted:

Duncan Pendlebury - Aye

Rosemary Enright - Aye

Bernie Pfeiffer - Aye

Dana Prestigiacombo - Aye

Mick Cochran - Aye

Michael Smith – Aye

Motion carries 6-0

Swistak returned to the Chair position at the Dais.

VIII. Adjournment

Motion to adjourn by Commissioner Enright and seconded by Commissioner Cochran.

All in favor.

Attest:

Lisa W. Bryer, AICP – Town Planner

JAMESTOWN TRAFFIC COMMITTEE
Meeting Minutes
Thursday, October 20, 2016

I. A regular meeting of the Jamestown Traffic Committee was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 6:00 PM by Chairman Thomas P. Tighe.

II. The following members were present:

Thomas Tighe, Chairman
Vincent Moretti
William Munger
David Cain

The following members were absent:

Mary E. Meagher, Vice-Chairman
Melissa Mastrostefano
Timothy Yentsch

Also present:

Chief Edward A. Mello
Kim Devlin, Clerk

III. READING AND APPROVAL OF MIUNTES

A) September 22, 2016 (regular meeting)

Motion was made by Member Cain, seconded by Member Munger to accept the September 22, 2016 minutes. So voted; 4 ayes, 0 nays.

IV. OPEN FORUM

A) Scheduled Requests to Address

There were no Scheduled Requests to Address.

B) Non-Scheduled Requests to Address

There were no Non-Scheduled Requests to Address.

V. UNFINISHED BUSINESS

A) Conanicus Avenue Crosswalk; review and discussion and/or potential action and/or vote

Chief Mello stated that he has not yet received the State traffic report. The agenda item was continued until the next meeting, So voted; 4 ayes, 0 nays.

VI. NEW BUSINESS

A) Oversized trucks traveling through downtown village neighborhood streets

Paul Levesque (Coronado Street) addressed the Committee regarding his concerns about large trucks traveling through his neighborhood. Mr. Levesque stated that there have been incidents where 14 and 18 wheelers drive up

Coronado and can't make the corner, or attempt to make the corner and discover that they can't. Mr. Levesque is asking for signage stating the size of trucks that the street can accommodate.

Executive Director Chief Mello stated that the east side of Coronado is a loading zone so we refer vehicles to park there. If they don't know their way out they will go down Coronado. A simple arrow to direct the trucks down Knolls Court as a truck route should help and it does not require an ordinance change.

Member Munger moved to have a sign placed at the corner of Coronado and Knolls Court to direct truck traffic, Chairman Cain seconded. So voted; 4 ayes, 0 nays.

B) Increased amount and speed of traffic on Bay View Drive since completion of the repaving project

Mary Lou Sanborn addressed the Committee regarding her concerns about the traffic on Bay View Drive.

Chief Mello stated that he waited until the paving of Bay View Drive was completed and until the summer to do the study. The results were that 360 cars per day passed the spot of the study and the average speed is 20 mph. The location of the study was almost directly across from Ms. Sanborn's home.

Chief Mello suggested asking the Department of Transportation to stripe the intersection of Conanicus Avenue and Bay View Drive in a different pattern to see if that has an impact on slowing traffic down on Bay View Drive. Chief Mello also suggested the possibility of adding a crosswalk in the area and adding signs.

Member Cain moved to ask Chief Mello to write a letter to the RI Department of Transportation requesting they re-stripe the intersection of Bay View Drive and Conanicus Avenue and complete a study to determine if that is a location that would benefit from the addition of a crosswalk; Member Munger seconded. So voted; 4 ayes, 0 nays.

VII. ADJOURNMENT

There being no further business before the Committee, a motion was made by Committee Member Munger and seconded by Member Cain to adjourn the meeting at 6:35 PM. So unanimously voted.

Attest:

Kim Devlin
Clerk

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the October 25, 2016 Meeting

A regular meeting of the Jamestown Zoning Board of Review was held at the Jamestown Town Hall, 93 Narragansett Avenue. The Chairman called the meeting to order at 7:00 p.m. The clerk called the roll and noted the following members present:

Richard Boren
Dean Wagner
Judith Bell
Terence Livingston
Marcy Coleman

Also present: Brenda Hanna, Stenographer
Chris Costa, Zoning Officer
Pat Westall, Zoning Clerk
Wyatt Brochu, Counsel

MINUTES

Minutes of September 27, 2016

A motion was made by Dean Wagner and seconded by Marcy Coleman to accept the minutes of the September 27, 2016 meeting as presented.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Judith Bell, Terence Livingston and Marcy Coleman voted in favor of the motion.

Joseph Logan, Richard Cribb, and Edward Gromada were absent.

CORRESPONDENCE

Nothing at this time.

OLD BUSINESS

AMS Dev.

A motion was made by Richard Boren and seconded by Dean Wagner to grant the request of AMS Development Corp. (Master Pizzi Holdings, LLC, owner), whose property is located at Frigate St., and further identified as Assessor's Plat 16, Lot 185 for a special use permit from Article 6, Section 82-601 And Article 3, Section 82-314, to construct a single family residence in subsection A (High Groundwater Table and Impervious Layer Overlay District) with associated well, OWTS, & storm water control systems.

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTIONS 600 and 602.

This Special Use Permit is granted with the following restriction/condition(s):

This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

The four conditions set forth in the 8/17/16 vote of the Planning Commission.

This motion is based on the following findings of fact:

1. Said property is located in a R40 zone and contains 9,505 sq. ft.
2. Lot frontage is 60 feet; depth is 158 ft.
3. There is no building yet on the property.
4. Michael Darveau, PLS testified that the lot is 120 ft. west of N. Main Rd.
5. The septic system is in the southwest corner; it is an in ground system meeting all requirements.
6. The site has a 4 foot water table.
7. The site is in sub district A because of the ledge.
8. It is a 2 bedroom septic system.
9. The total impervious surface coverage is 10.4%, where 12% is allowed.
10. 96 sq. ft. of porch is included within the 10.4%.
11. At the August 17, 2016 Planning Commission meeting, the Planning Commission recommended approval of 4 conditions.
12. A site plan dated 8/1/16 and revised 8/18/16 was admitted as an exhibit and referred to.
13. The 2 abutting neighbors testified and voiced concern regarding water runoff from site grading.

14. On 9/27/16 a motion passed and was carried 5 - 0 to continue the application to the 10/25/16 meeting so the owner can meet with the neighbors and address their concerns.
15. Jean Lambert, P.E., Jamestown Public Works Dept. met with the applicant, their counsel, realtor, land surveyor, and neighbors on 10/14/16. Lisa Bryer was also present.
16. A revised site plan dated 10/15/16 shows proposed amendments to site grade which accommodates the neighbors concerns.
17. The office of the Town Planner has determined that the revisions will not require any further Planning Commission review and the application is still in compliance with the standards of Zoning Ordinance Section 314.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Judith Bell, Terence Livingston and Marcy Coleman voted in favor of the motion.

Joseph Logan, Richard Cribb, and Edward Gromada were absent.

ADJOURNMENT

A motion was made and seconded to adjourn at 7:20 p.m.

The motion carried unanimously.

Victualing License Renewal Application

RECEIVED
TOWN OF JAMESTOWN, R.I.
16 NOV - 7 PM 3:50

Please supply the Town Clerk's office with the following:

- Copy of Valid State Health Certificate
- Retail Sales Tax Permit
- Fee: \$20.00

Permit for the Period of: December 1, 2016 to November 30, 2017

Name of Applicant (Corp. Name): Ace's Pizza, Inc.

DBA: Ace's Pizza

Partnership: _____

Sole Proprietorship: _____ Business Phone #: 423-2824

Address of Premise: 1 Clarke Street (see mailing address below)

Hours of Operation: 11 am - 11 pm RI Retail Tax #: 51-0637207

Home/Mailing Address and Home Phone #: _____

~~P.O. Box 114~~ Jamestown, RI 02835 261-2492 91 Bay View Drive

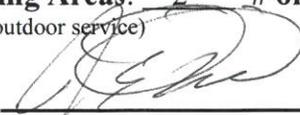
Name Address, Phone # and Date of Birth of all Principle Officers &/or Stockholders:

Name	Address	DOB
Joy E. Vieira	91 Bay View Dr. Jamestown, RI 02835	02/08/1977

Type of Operation: (bakery, restaurant, gift shop, etc.)
Restaurant

Seating Capacity: 28

Number of Dining Areas: 2 # of Kitchens: 1
(including outdoor service)

Signature of Applicant: 

All Tax & Water Assessments must be **PAID TO DATE** prior to any Town Council action. Your application will not be acted upon should payment of these be in arrears.

TOWN OF JAMESTOWN

Town Clerk's Office
93 Narragansett Avenue
Jamestown, RI 02835
423-7200 ~ fax: 423-7230

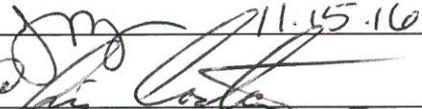
For Office Use Only

License Fee: \$ _____

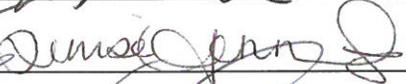
Paid/Date: _____

Approval: Please Sign & Date

Chief of Police:  11-16-16

Fire Chief:  11-15-16

Zoning Official: 

Water & Sewer Clerk:  11/17/16

Tax Collector:  11/17/16



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20____ for the period of **December 1, 20____ to November 30, 20____**.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk



**Town of Jamestown
Tax Assessor**

**93 Narragansett Avenue
Jamestown, RI 02835**

**Phone: 401-423-9802
Email: kgray@jamestownri.net**

To: PRESIDENT, JAMESTOWN TOWN COUNCIL

From: JAMESTOWN TAX ASSESSOR

Subject: ABATEMENTS/ADDENDA OF TAXES FOR THE NOVEMBER 21, 2016 MEETING

MOTOR VEHICLE ABATEMENTS TO 2016 TAX ROLL

#07-1133-30M Guzman, Joseph E.	Motor Vehicle – 2014 Subaru Reg. #397895 Soldier/Sailor Exemption	\$198.71
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REAL PROPERTY/TANGIBLE ABATEMENTS TO 2016 TAX ROLL

#06-0212-00 Fink, Robert D. (Estate of)	Plat 1, Lot 78 – Property transfer 10-21-16 to Account #13-1013-80	\$4,340.03
#07-0421-50 Girard, Mark E. & Jeanne L., Trustees	Plat 16, Lot 26 – Tax Appeal – Lowered Grade New Value \$696,100	\$785.93
#08-0257-00 Haskell, Robert J. & Michele	Plat 12, Lot 103 – Tax Appeal – Increased Depreciation - New Value \$205,200	\$148.43
#10-0023-00 Jacobson, Linda A.	Plat 3, Lot 429 – Property transfer 10-28-16 to Account #19-0328-52	\$2,751.01
#10-0129-50 Jennings, Carol Raymond	Plat 8, Lot 772 – Property transfer 11-1-16 to Account #10-0097-05	\$22,303.29
#19-0074-05 Sanford, Paul D. & Jaymi L.	Plat 14, Lot 336 – Tax Appeal – Lowered Grade New Value \$469,900	\$263.41
#19-0635-00 Woolworth, Jocelyn & Thomas, Jocelyn	Plat 10, Lot 84 – Property transfer 11-1-16 to Account #12-0084-50	\$7,047.88
#19-1162-50 Smith, Vera E.	Plat 3, Lot 311 – Property transfer 11-1-16 to Account #09-0037-11	\$518.23

REAL PROPERTY/TANGIBLE ADDENDA TO 2016 TAX ROLL

#09-0037-11 Insana, Nicholas J.	Plat 3, Lot 311 – Property transfer 11-1-16 from Account #19-1162-50	\$518.23
#10-0097-05 JBL Realty, LLC	Plat 8, Lot 772 – Property transfer 11-1-16 from Account #10-0129-50	\$22,346.19
#12-0084-50 Matthews, Susan M., Trustee	Plat 10, Lot 84 – Property transfer 11-1-16 from Account #19-0635-00	\$7,047.88
#13-1013-80 McCoy, Kerry E. & Jamison, Christopher	Plat 1, Lot 78 – Property transfer 10-21-16 from Account #06-0212-00	\$4,340.03
#19-0328-52 Schmidt, R. Deken	Plat 3, Lot 429 – Property transfer 10-28-16 from Account #10-0023-00	\$2,751.01

TOTAL ABATEMENTS	\$38,356.92
TOTAL ADDENDA	\$37,003.34

RESPECTFULLY SUBMITTED,

Kenneth S. Gray

KENNETH S. GRAY,
TAX ASSESSOR



Town of Jamestown

Finance Department

Town Hall

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9809 Fax 401-423-7229

Email: ccollins@jamestownri.net

Christina D. Collins
Finance Director

MEMORANDUM

TO: Andrew E. Nota, Town Administrator

FROM: Christina D. Collins, Finance Director

DATE: 11/18/2016

SUBJECT: Budget to Actual

Attached is the Budget to Actual reports for the Fiscal Year 2015/2016. The report contains the expenses that have been paid through October 31, 2016.

Please do not hesitate to contact me with any questions or concerns.

TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 1, 2016 - JUNE 30, 2017
July 1, 2016 - October 31, 2016

<u>Account Number</u> <u>& Description</u>	<u>Annual</u> <u>Budget</u>	<u>PTD</u> <u>Expenses</u>	<u>YTD</u> <u>Expenses</u>	<u>Remaining</u> <u>\$</u>	<u>% of</u> <u>Budget</u>
TOWN COUNCIL					
70001101 Salaries (5)	13,175.00	0.00	2,825.00	10,350.00	21.44%
70001302 Fees & Supplies	1,250.00	0.00	0.00	1,250.00	0.00%
70001305 Advertising	1,500.00	0.00	405.75	1,094.25	27.05%
70001 Town Council	15,925.00	0.00	3,230.75	12,694.25	20.29%
TOWN ADMINISTRATOR					
70002101 Salary, Administrator	108,572.00	8,817.26	30,860.41	68,894.33	36.55%
70002102 Salary, Clerical w/longevity	63,002.00	9,072.02	16,203.67	37,726.31	40.12%
70002302 Fees, Supplies & Dues	2,400.00	0.00	2,283.99	116.01	95.17%
70002303 Travel Expenses	12,000.00	1,713.51	3,637.96	6,648.53	44.60%
70002 Town Administrator	185,974.00	19,602.79	52,986.03	113,385.18	39.03%
PROBATE COURT					
70003101 Salary, Judge	5,081.00	402.54	1,408.89	3,269.57	35.65%
70003302 Fees, Supplies & Dues	1,700.00	-46.00	228.81	1,517.19	10.75%
70003 Probate Court	6,781.00	356.54	1,637.70	4,786.76	29.41%
ELECTION & TOWN MEETINGS					
70004101 Salaries, Canvassers (3 & 2alt.)	5,234.00	0.00	1,309.00	3,925.00	25.01%
70004102 Salary, Clerical	1,600.00	112.80	244.39	1,242.81	22.32%
70004103 Salaries, Moderator & Sergeant	1,450.00	0.00	323.68	1,126.32	22.32%
70004104 Election Supervisors	5,000.00	0.00	1,725.00	3,275.00	34.50%
70004302 Fees, Supplies & Dues	2,800.00	412.80	113.40	2,273.80	18.79%
70004305 Advertising & Printing	1,000.00	51.07	195.00	753.93	24.61%
70004 Election & Town Meetings	17,084.00	576.67	3,910.47	12,596.86	26.27%
LEGAL					
70050201 Professional Services	95,000.00	6,657.45	14,593.00	73,749.55	22.37%
70005 Legal	95,000.00	6,657.45	14,593.00	73,749.55	22.37%
CLERK & RECORDS					
70060101 Salary, Town Clerk w/longevity	67,550.00	5,224.66	18,286.31	44,039.03	34.81%
70060102 Salary, Clerical (2) w/longevity	87,680.00	6,763.61	25,062.48	55,853.91	36.30%
70060302 Fees, Supplies & Dues	33,000.00	1,286.78	2,136.25	29,576.97	10.37%
70060305 Advertising & Printing	2,800.00	396.75	-83.78	2,487.03	11.18%
70060 Clerk & Records	191,030.00	13,671.80	45,401.26	131,956.94	30.92%
PLANNING					
70070101 Salary, Town Planner w/longevity	77,545.00	5,673.46	19,857.11	52,014.43	32.92%
70070102 Salary, Clerical (.8) w/longevity	36,444.00	2,690.56	12,354.76	21,398.68	41.28%
70070201 Planning Commission	7,150.00	0.00	0.00	7,150.00	0.00%
70070302 Fees, Supplies & Dues	5,500.00	331.46	189.54	4,979.00	9.47%
70070305 Advertising	350.00	0.00	0.00	350.00	0.00%
70070 Planning	126,989.00	8,695.48	32,401.41	85,892.11	32.36%
ZONING					
70080101 Salaries, Zoning Board (10)	8,000.00	325.00	325.00	7,350.00	8.13%
70080302 Supplies	700.00	-311.75	-663.29	1,675.04	-139.29%
70080 Zoning	8,700.00	13.25	-338.29	9,025.04	-3.74%
PERSONNEL					
70090900 Social Security Tax	291,485.00	20,152.00	53,456.00	217,877.00	25.25%
70090901 Blue Cross/Delta Dental	651,617.00	3,580.30	137,030.98	511,005.72	21.58%
70090902 Worker's Compensation	70,000.00	0.00	70,000.00	0.00	100.00%
70090903 Retirement System	296,425.00	27,634.09	41,555.94	227,234.97	23.34%
70090906 Life Insurance	10,000.00	1,960.60	1,849.00	6,190.40	38.10%
70090907 General Liability Insurance	110,000.00	1,267.16	100,599.82	8,133.02	92.61%
70090910 Salary Study Adjustment	65,000.00	0.00	0.00	65,000.00	0.00%
70090920 Blue Cross - Police Retirees	134,024.00	378.00	31,530.88	102,115.12	23.81%
70090 Personnel	1,628,551.00	54,972.15	436,022.62	1,137,556.23	30.15%

TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 1, 2016 - JUNE 30, 2017
July 1, 2016 - October 31, 2016

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
FINANCE OFFICE					
70100100 Salary, Finance Director w/longevity	89,597.00	6,667.68	30,704.68	52,224.64	41.71%
70100101 Salary, Deputy Tax Collector w/longevity	64,989.00	4,804.48	17,502.73	42,681.79	34.32%
70100102 Consultant, Computer Technican	44,000.00	1,277.96	7,638.16	35,083.88	20.26%
70100201 Professional Services	19,000.00	1,725.33	4,962.88	12,311.79	35.20%
70100302 Fees, Supplies & Dues	21,500.00	472.47	3,279.79	17,747.74	17.45%
70100305 Advertising & Printing	0.00	0.00	0.00	0.00	#DIV/0!
70100 Finance	239,086.00	14,947.92	64,088.24	160,049.84	33.06%
TAX ASSESSOR					
70110101 Salary, Assessor (.8) w/longevity	53,508.00	3,980.72	14,056.88	35,470.40	33.71%
70110102 Clerical (as needed)	2,500.00	0.00	0.00	2,500.00	0.00%
70110302 Fees, Supplies & Dues	12,750.00	38.39	9,580.00	3,131.61	75.44%
70110305 Advertising & Printing	1,122.00	0.00	654.98	467.02	58.38%
70110308 Field Inspections	2,500.00	0.00	0.00	2,500.00	0.00%
70110 Tax Assessor	72,380.00	4,019.11	24,291.86	44,069.03	39.11%
AUDIT OF ACCOUNTS					
70120201 Professional Services	22,000.00	3,108.00	12,876.00	6,016.00	72.65%
70120 Audit of Accounts	22,000.00	3,108.00	12,876.00	6,016.00	72.65%
POLICE PROTECTION					
70310100 Salary, Police Chief	88,521.00	7,081.64	24,785.74	56,653.62	36.00%
70310101 Salaries, Police(13)/ Dispatch(4.5) /Support (.8 & 1 seasonal)	966,058.00	70,179.10	248,649.43	647,229.47	33.00%
70310102 Longevity, Officers/Dispatch	50,513.00	0.00	17,045.58	33,467.42	33.74%
70310103 Police Benefits	57,465.00	4,045.57	9,153.79	44,265.64	22.97%
70310104 Overtime & Sick Leave	165,000.00	21,900.81	69,109.01	73,990.18	55.16%
70310105 Police Retirement	175,000.00	0.00	0.00	175,000.00	0.00%
70310302 Fees, Supplies & Dues	21,000.00	2,059.96	6,518.36	12,421.68	40.85%
70310303 Computer Maintenance	18,500.00	1,349.66	14,500.54	2,649.80	85.68%
70310305 Advertising	0.00	0.00	0.00	0.00	#DIV/0!
70310307 Building Maintenance	5,000.00	122.97	59.29	4,817.74	3.65%
70310308 Vehicle Insurance	8,197.00	0.00	8,197.00	0.00	100.00%
70310309 Telephone	14,500.00	1,526.07	2,060.88	10,913.05	24.74%
70310310 Personal Equipment, Uniforms	8,000.00	0.00	456.93	7,543.07	5.71%
70310311 Maintenance Of Uniforms	32,150.00	0.00	0.00	32,150.00	0.00%
70310312 Ammunition & Supplies	4,000.00	0.00	0.00	4,000.00	0.00%
70310313 Maintenance, Police Cars	14,000.00	1,616.90	2,263.98	10,119.12	27.72%
70310314 Gas & Tires	35,000.00	1,401.36	4,713.21	28,885.43	17.47%
70310315 Training	20,000.00	404.84	3,661.15	15,934.01	20.33%
70310316 Police Incentive	0.00	0.00	0.00	0.00	#DIV/0!
70310317 Maintenance of Radio System	10,000.00	0.00	3,528.00	6,472.00	35.28%
70310318 Equipment	5,000.00	0.00	0.00	5,000.00	0.00%
70310 Police Protection	1,697,904.00	111,688.88	414,702.89	1,171,512.23	31.00%
EMERGENCY MANAGEMENT AGENCY					
70311302 Emergency Management Agency	5,000.00	1,555.00	1,996.40	1,448.60	71.03%
70311 Emergency Management Agency	5,000.00	1,555.00	1,996.40	1,448.60	71.03%

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 1, 2016 - JUNE 30, 2017
July 1, 2016 - October 31, 2016**

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
FIRE PROTECTION					
70320100 Salary, Fire Chief	43,325.00	4,383.44	15,342.04	23,599.52	45.53%
70320101 Salary, Dispatch/Maintenance w/longevity OT & Fill-in for Dispatch	0.00	422.64	658.95	-1,081.59	#DIV/0!
70320102 Deputy Fire Chief Stipend (2)	2,000.00	0.00	0.00	2,000.00	0.00%
70320103 Salary, Fire Inspector	29,980.00	1,364.32	1,159.50	27,456.18	8.42%
70320104 Fire Incentive Program	70,000.00	0.00	0.00	70,000.00	0.00%
70320xxx Equipment/Safety Maintenance	20,000.00	0.00	0.00	20,000.00	0.00%
70320302 Fees, Supplies & Dues	5,000.00	0.00	0.00	5,000.00	0.00%
70320308 Insurance	55,000.00	712.25	23,788.00	30,499.75	44.55%
70320309 Telephone	8,800.00	804.55	1,493.76	6,501.69	26.12%
70320313 Apparatus & Truck Repair	30,000.00	55.71	3,807.67	26,136.62	12.88%
70320314 Gas, Tires & Oil	14,000.00	184.96	2,360.81	11,454.23	18.18%
70320315 Training	10,000.00	0.00	0.00	10,000.00	0.00%
70320319 Fuel Oil	13,000.00	277.96	0.00	12,722.04	2.14%
70320320 Maintenance	12,500.00	411.11	1,630.00	10,458.89	16.33%
70320321 Electricity	12,000.00	845.93	942.00	10,212.07	14.90%
70320322 Alarm & Radio	6,000.00	0.00	900.00	5,100.00	15.00%
70320323 Oxygen & Air Pack	4,500.00	0.00	0.00	4,500.00	0.00%
70320324 Water	1,500.00	191.20	0.00	1,308.80	12.75%
70320325 Fire Equipment	14,500.00	5,973.95	1,495.71	7,030.34	51.51%
70320326 Fire Extinguisher Agents	2,400.00	657.00	0.00	1,743.00	27.38%
70320399 Subscriptions & Journal	500.00	218.00	0.00	282.00	43.60%
70320 Fire Protection	355,005.00	16,503.02	53,578.44	284,923.54	19.74%
EMERGENCY MEDICAL SERVICES					
70600101 Ambulance Incentive Program	80,000.00	0.00	0.00	80,000.00	0.00%
70600102 EMS Director	27,930.00	2,273.88	6,821.64	18,834.48	32.57%
70600103 JFD EMS Captain	0.00	0.00	0.00	0.00	#DIV/0!
70600xxx Medical Director Stipend	3,000.00	0.00	0.00	3,000.00	0.00%
70600104 ALS Per Diem (12 months)	175,200.00	13,440.00	40,140.00	121,620.00	30.58%
70600330 Ambulance Building	16,000.00	517.95	747.04	14,735.01	7.91%
70600332 Ambulance Personal Equipment/Uniforms	9,000.00	0.00	0.00	9,000.00	0.00%
70600333 Ambulance Medical	20,000.00	1,200.60	1,769.22	17,030.18	14.85%
70600334 Ambulance Office	5,000.00	45.58	181.58	4,772.84	4.54%
70600336 Ambulance Vehicles	11,000.00	195.85	979.67	9,824.48	10.69%
70600337 Ambulance Training	23,000.00	2,500.00	580.00	19,920.00	13.39%
70600455 Insurance on Ambulance	28,000.00	0.00	16,500.00	11,500.00	58.93%
70600 EMS	398,130.00	20,173.86	67,719.15	310,236.99	22.08%
PROTECTIVE SERVICE					
70330101 Salary, Building Inspector PT for New Position	64,564.00	5,115.44	17,904.04	41,544.52	35.65%
70330102 Salary, Clerical (.5) w/longevity	25,014.00	4,234.47	7,200.56	13,578.97	45.71%
70330117 Salary, Electrical Inspector	10,000.00	833.33	2,499.99	6,666.68	33.33%
70330118 Salary, Plumbing Inspector	5,000.00	0.00	0.00	5,000.00	0.00%
70330119 Salary, Mechanical Inspector	5,000.00	0.00	0.00	5,000.00	0.00%
70330302 Fees, Supplies & Dues	4,500.00	68.78	2,793.12	1,638.10	63.60%
70330328 Hydrant Rental	165,000.00	0.00	0.00	165,000.00	0.00%
70330 Protective Service	279,078.00	10,252.02	30,397.71	238,428.27	14.57%
ADMINISTRATION					
70410101 Salary, Public Works Director (.5) w/longevity	50,357.00	3,638.18	12,733.65	33,985.17	32.51%
70410302 Fees, Supplies & Dues	1,200.00	0.00	0.00	1,200.00	0.00%
70410 Administration	51,557.00	3,638.18	12,733.65	35,185.17	31.75%
ENGINEERING					
70420101 Salary/Environ Services (.6)	36,273.00	3,090.00	10,774.50	22,408.50	38.22%
70420103 Intern	10,000.00	0.00	487.50	9,512.50	4.88%
70420302 Fees, Supplies & Dues	1,200.00	0.00	151.94	1,048.06	12.66%
70420 Engineering	47,473.00	3,090.00	11,413.94	32,969.06	30.55%

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 1, 2016 - JUNE 30, 2017
July 1, 2016 - October 31, 2016**

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
HIGHWAY					
70430100 Salary, Supervisor w/longevity	67,047.00	5,030.20	18,307.66	43,709.14	34.81%
70430101 Salaries (11) w/longevity	624,776.00	48,239.63	189,025.04	387,511.33	37.98%
70430308 Vehicle Insurance	14,520.00	0.00	14,520.00	0.00	100.00%
70430313 Upkeep of Equipment	80,000.00	7,235.88	9,852.19	62,911.93	21.36%
70430314 Engine Oil & Fuel	65,000.00	2,643.09	16,020.24	46,336.67	28.71%
70430330 Sand & Gravel	15,000.00	2,878.02	2,830.84	9,291.14	38.06%
70430331 Cold Patch	17,500.00	0.00	0.00	17,500.00	0.00%
70430333 Road Supplies/Street Signs	15,000.00	497.50	5,022.89	9,479.61	36.80%
70430334 Equipment Rental	3,000.00	0.00	0.00	3,000.00	0.00%
70430336 Clothing (contractual)	5,500.00	0.00	0.00	5,500.00	0.00%
70430399 Safety & Licensing	6,500.00	383.50	1,238.96	4,877.54	24.96%
70430 Highway	913,843.00	66,907.82	256,817.82	590,117.36	35.42%
SNOW REMOVAL					
70440336 Snow Removal (overtime)	28,000.00	0.00	0.00	28,000.00	0.00%
70440337 Equipment & Supplies	49,000.00	0.00	0.00	49,000.00	0.00%
70440 Snow Removal	77,000.00	0.00	0.00	77,000.00	0.00%
WASTE REMOVAL					
70450101 Salary, Operator w/longevity	55,607.00	1,597.78	8,083.52	45,925.70	17.41%
Sunday OT hours	6,335.00	0.00	0.00	6,335.00	0.00%
70450309 Telephone	600.00	53.10	3.06	543.84	9.36%
70450321 Electricity	1,300.00	17.41	67.70	1,214.89	6.55%
70450340 Maintenance & Testing	42,000.00	95.00	4,074.65	37,830.35	9.93%
70450341 Transfer Trucking & Recycling	310,000.00	24,150.36	62,471.60	223,378.04	27.94%
70450350 Hazardous Waste Recycling	500.00	0.00	0.00	500.00	0.00%
70450 Waste Removal	416,342.00	25,913.65	74,700.53	315,727.82	24.17%
STREET LIGHTING					
70460321 Electricity	81,000.00	5,365.76	10,235.83	65,398.41	19.26%
70460 Street Lighting	81,000.00	5,365.76	10,235.83	65,398.41	19.26%
OTHER PUBLIC WORKS					
70480342 Town Cemetery & Parade	2,100.00	0.00	108.44	1,991.56	5.16%
70480 Other Public Works	2,100.00	0.00	108.44	1,991.56	5.16%
PUBLIC BUILDINGS					
70490101 Service Contract Custodial	80,000.00	0.00	14,101.71	65,898.29	17.63%
70490302 Building/Cleaning Supplies	5,500.00	0.00	337.97	5,162.03	6.14%
70490309 Telephone & Alarms	15,000.00	1,342.89	2,774.27	10,882.84	27.45%
70490321 Electricity	58,000.00	2,806.76	9,190.94	46,002.30	20.69%
70490324 Water	10,000.00	2,004.05	123.25	7,872.70	21.27%
70490343 Heat	44,000.00	0.00	419.48	43,580.52	0.95%
70490344 Repairs & Maintenance	45,000.00	2,542.90	13,882.39	28,574.71	36.50%
70490375 Landscape	8,000.00	705.00	3,100.00	4,195.00	47.56%
70490 Public Buildings	265,500.00	9,401.60	43,930.01	212,168.39	20.09%
TREE MANAGEMENT PROGRAM					
70495101 Consultant	10,500.00	0.00	750.00	9,750.00	7.14%
70495302 Materials & Supplies	1,800.00	129.23	0.00	1,670.77	7.18%
70495360 Tree Pruning	15,000.00	1,680.00	0.00	13,320.00	11.20%
70495370 Purchase Of Trees	4,100.00	0.00	0.00	4,100.00	0.00%
70495 Tree Management Program	31,400.00	1,809.23	750.00	28,840.77	8.15%
PUBLIC WELFARE					
70500101 Salary, Welfare Director	0.00	0.00	0.00	0.00	#DIV/0!
70500 Public Welfare	0.00	0.00	0.00	0.00	#DIV/0!
PUBLIC HEALTH					
70600456 Visiting Nurse/Mental Health/ SC Hospice/ Substance Abuse	16,500.00	0.00	3,000.00	13,500.00	18.18%
70600 Public Health	16,500.00	0.00	3,000.00	13,500.00	18.18%
ANIMAL CONTROL					
70610xxx Animal Control Services/Shelter	5,000.00	0.00	0.00	5,000.00	0.00%
70610302 Fees, Supplies & Dues	0.00	0.00	0.00	0.00	#DIV/0!
70610306 Tick Task Force	15,000.00	0.00	0.00	15,000.00	0.00%
70610 Animal Control	20,000.00	0.00	0.00	20,000.00	0.00%

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 1, 2016 - JUNE 30, 2017
July 1, 2016 - October 31, 2016**

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
70650101 Salaries (3 PT)	46,540.00	3,090.63	11,335.69	32,113.68	31.00%
70650302 Fees, Supplies & Dues	2,500.00	166.89	2,566.39	-233.28	109.33%
70650309 Telephone & Alarms	1,850.00	479.42	408.30	962.28	47.98%
70650321 Electricity	5,500.00	1,698.14	0.00	3,801.86	30.88%
70650324 Water	1,000.00	209.28	0.00	790.72	20.93%
70650341 Trash Removal	325.00	0.00	55.00	270.00	16.92%
70650343 Heat	5,400.00	397.73	0.00	5,002.27	7.37%
70650344 Repairs & Maintenance	5,885.00	756.99	2,301.31	2,826.70	51.97%
70650380 Programs	3,000.00	30.00	0.00	2,970.00	1.00%
70650 Senior Center Operations	72,000.00	6,829.08	16,666.69	48,504.23	32.63%
LIBRARY					
70700100 Salary, Librarian w/longevity	69,921.00	5,404.80	18,916.80	45,599.40	34.78%
70700101 Salaries (2FT & 2@.875)w/longevity	152,803.00	11,535.37	44,199.90	97,067.73	36.48%
70700102 Custodian	0.00	0.00	0.00	0.00	#DIV/0!
70700302 Fees, Supplies & Dues	8,500.00	525.41	2,408.57	5,566.02	34.52%
70700308 Insurance	12,850.00	0.00	12,850.00	0.00	100.00%
70700309 Telephone	1,200.00	75.45	76.02	1,048.53	12.62%
70700310 Equipment	500.00	0.00	0.00	500.00	0.00%
70700321 Electricity	23,000.00	782.61	4,448.34	17,769.05	22.74%
70700343 Heat	18,500.00	53.43	0.00	18,446.57	0.29%
70700344 Repairs & Maintenance	19,000.00	555.59	3,653.92	14,790.49	22.16%
70700345 Information Technology	6,000.00	0.00	214.61	5,785.39	3.58%
70700351 Books & Periodicals	30,000.00	1,648.55	7,423.57	20,927.88	30.24%
70700352 Books - State Aid	87,375.00	7,628.18	24,193.17	55,553.65	36.42%
70700 Library	429,649.00	28,209.39	118,384.90	283,054.71	34.12%
PARKS, BEACHES & RECREATION					
70800101 Salary, Director	64,564.00	5,115.42	17,903.97	41,544.61	35.65%
70800102 Salaries, Rec, Parks (3) w/longevity	124,564.00	10,525.85	35,754.69	78,283.46	37.15%
70800103 Salary, Teen Center Coordinator	35,653.00	2,824.82	9,849.84	22,978.34	35.55%
70800104 Salaries, Teen Center Support Staff	15,750.00	707.63	4,066.01	10,976.36	30.31%
70800105 Salaries, Rec Seasonal Staff	132,221.00	1,737.70	117,246.96	13,236.34	89.99%
70800302 Fees, Supplies & Dues	5,965.00	578.09	3,565.27	1,821.64	69.46%
70800305 Advertising & Printing	3,750.00	578.40	0.00	3,171.60	15.42%
70800308 Insurance	7,117.00	0.00	7,117.00	0.00	100.00%
70800309 Telephone	2,750.00	340.44	520.44	1,889.12	31.30%
70800310 Equipment	4,500.00	129.94	499.00	3,871.06	13.98%
70800314 Gas & Oil	14,000.00	963.02	2,405.76	10,631.22	24.06%
70800321 Electricity & Field Lighting	29,000.00	1,310.29	13,009.79	14,679.92	49.38%
70800322 Ft Getty Waste Water Removal	13,000.00	1,887.50	4,067.50	7,045.00	45.81%
70800323 Shores Beach/Sanitary Facility	3,000.00	765.00	0.00	2,235.00	25.50%
70800324 Water	14,000.00	0.00	0.00	14,000.00	0.00%
70800341 Trash Removal	10,000.00	238.00	4,469.00	5,293.00	47.07%
70800344 Repairs, Maintenance & Improvements	26,000.00	750.50	3,595.91	21,653.59	16.72%
70800382 Summer Programs	3,825.00	0.00	3,900.00	-75.00	101.96%
70800383 Winter Programs	1,200.00	0.00	0.00	1,200.00	0.00%
Senior Programs	0.00	0.00	0.00	0.00	#DIV/0!
70800 Parks, Beaches & Recreation	510,859.00	28,452.60	227,971.14	254,435.26	50.19%
70801381 Special Activities	0.00	-1,875.00	472.16	-1,402.84	
70801384 Exercise	0.00	-1,580.00	330.00	-1,250.00	
70801386 Flag Football S/F	0.00	0.00	139.77	139.77	
70801388 Basketball S/F	0.00	0.00	307.78	307.78	
70801391 Sports Camp S/F	0.00	135.69	-3,636.60	-3,500.91	
70801392 Tennis S/F	0.00	0.00	-1,330.00	-1,330.00	
70801393 Soccer S/F	0.00	0.00	2,625.00	2,625.00	
70801395 Girl's Softball S/F	0.00	0.00	51.20	51.20	
70801396 Restoration Rec Ctr S/F	0.00	0.00	0.00	0.00	
70801398 Pavilion	0.00	1,251.40	-12,604.31	-11,352.91	
70801399 Miscellaneous	0.00	0.00	0.00	0.00	
70801400 Volleyball S/F	0.00	0.00	0.00	0.00	
70801401 Summer Playground S/F	0.00	368.67	-9,366.46	-8,997.79	
70801402 J.Y.O. S/F	0.00	0.00	0.00	0.00	
70801 Recreation Programs	0.00	-1,699.24	-23,011.46	-24,710.70	

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 1, 2016 - JUNE 30, 2017
July 1, 2016 - October 31, 2016**

Account Number & Description	Annual Budget	PTD Expenses	YTD Expenses	Remaining \$	% of Budget
DEBIT SERVICE					
70900504 Payment Of Principal	455,299.00	0.00	30,384.02	424,914.98	6.67%
70900505 Payment Of Interest	252,160.00	0.00	61,665.79	190,494.21	24.46%
xxxxxxx Lease DPW Equipment Resolution	69,286.00	0.00	0.00	69,286.00	0.00%
xxxxxxx Lease JetVac *included in above	0.00	0.00	0.00	0.00	#DIV/0!
1403-70000001 Fire Station Improvements (2.2M@20yrs)	38,500.00	0.00	0.00	38,500.00	0.00%
Fire Truck (300K@10yrs)	3,750.00	0.00	0.00	3,750.00	0.00%
70900 Debit Service	818,995.00	0.00	92,049.81	726,945.19	11.24%
MISCELLANEOUS					
70920527 Incidentals & Emergencies	50,000.00	0.00	0.00	50,000.00	0.00%
70920530 Conservation Commission	2,200.00	0.00	0.00	2,200.00	0.00%
70920550 Chamber of Commerce Development	4,000.00	0.00	0.00	4,000.00	0.00%
70920570 Economic Development	5,000.00	0.00	0.00	5,000.00	0.00%
70920 Miscellaneous	61,200.00	0.00	0.00	61,200.00	0.00%
Total	9,160,035.00	466,411.25	2,128,258.40	6,565,365.35	28.33%



TOWN OF JAMESTOWN

One Day

Event/Entertainment Application

Date Rec'd _____
Office will enter date _____

\$5.00 Application Fee

RECEIVED
TOWN OF JAMESTOWN, R.I.
16 SEP 28 AM 11:07

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures
(This form can be used with or without vendors)

Please complete the following information:

Seasonal Event

Parade

Race:

Bicycle/Wheelchair

Run/Jog/Walk/Wheelchair

Marine Vessel

Art/Craft Show

Theatre/Film Production

Concert

Miscellaneous Function (please explain) _____

Name of Event: (if applicable) CIAA Annual Holiday Arts + Crafts Fair

Date of Event: Dec 3rd 2016 Hours of Event: 9-4

Location of Event: Lawn Ave School Gym Number of people attending: 36 vendors

Name of Applicant/ Business: Connecticut Island Art Association

Mailing Address: P.O. Box 229 Business Phone #: (401) 423-2347

Jamestown, RI 02835

Contact Person: Alexandra Kent Phone Number: (401) 359-1040

List the type of entertainment being requested, if applicable (Band, DJ, etc.) none

Who will the event benefit? CIAA

Type of Operation: (Private, State Sponsored, Non-Profit): non-profit 501(c)3

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: A-1139 Non-Profit ID #: _____

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
(\$5.00 each Vendor/Peddler in addition to Application Fee)

A list of vendor/peddler and fee must be submitted to the Town Clerk's Office with this license. Vendor/Peddler list
Must include name, address, phone number, date of birth, type of merchandise to be sold and exact location of sales.

What types of items will be sold at this event? Hand-made arts + crafts

Will food be sold at the location? Done! Spinners will cater Yes No

Will alcohol be provided and/or served at this event? Yes No

Will traffic control or a public facility be needed? Yes No
If yes, Please contact the Jamestown Police Department, Public Works Department and/or the Recreation Department
for rates and forms for approval.

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one
million dollars) when using Town owned property. Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate
correspondence.

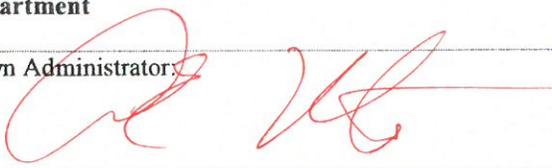
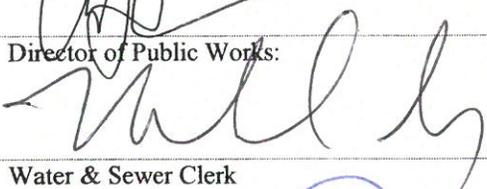
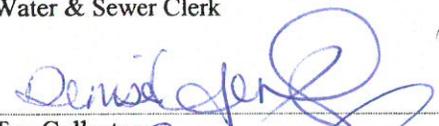
Signature of Applicant: [Signature]

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.

For Office Use Only

License Fee: \$ 5.00 Ins. Policy: _____ Ft. Getty Rental Permit: _____

For Approval: Please sign, date & provide approximate cost to Town.

Department	Date	Approximate Cost or Comments
Town Administrator: 	8/18/16	
Chief of Police: 	10/18/16	
Fire Chief: 	9-30-16	
Zoning Official: 	10-13-16	
Director of Parks & Recreation: 	10/18/16	
Director of Public Works: 	11-4-16	
Water & Sewer Clerk: 	9/30/16	
Tax Collector: 	9/28/16	



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20_____ for the event scheduled for: (date) _____ (time) _____ with a location of _____.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk

Please keep this license on hand for the day of the event.



TOWN OF JAMESTOWN

One Day Event/Entertainment Application

\$5.00 Application Fee

Date Rec'd _____
Office will enter date

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures
(This form can be used with or without vendors)

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain) _____

Name of Event: (if applicable) Jamestown Christmast Tree Lighting Ceremony
 Date of Event: DECEMBER 3, 2016 Hours of Event: 17:30 - 20:30
 Location of Event: East Ferry Number of people attending: 300
 Name of Applicant/ Business: Tom Harris
 Mailing Address: 876 East Shore Road Business Phone #: 401-423-3452
Jamestown, RI 02335
 Contact Person: Tom Harris Phone Number: 401-423-3452

List the type of entertainment being requested, if applicable (Band, DJ, etc.) _____
 Who will the event benefit? all residents
 Type of Operation: (Private, State Sponsored, Non-Profit): private

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____
 If the applicant is a Non-Profit organization, is it registered with the State? Yes No
 RI Tax ID #: _____ Non-Profit ID #: _____

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
 (\$5.00 each Vendor/Peddler in addition to Application Fee)

A list of vendor/peddler and fee must be submitted to the Town Clerk's Office with this license. Vendor/Peddler list
 Must include name, address, phone number, date of birth, type of merchandise to be sold and exact location of sales.

What types of items will be sold at this event? None

Will food be sold at the location? *If yes, you must contact the R.I. Department of Health* Yes No
 Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes No
 Will traffic control or a public facility be needed? Yes No
If yes, Please contact the Jamestown Police Department, Public Works Department and/or the Recreation Department for rates and forms for approval.

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property. Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant:

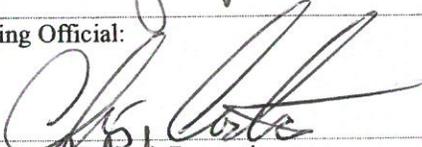
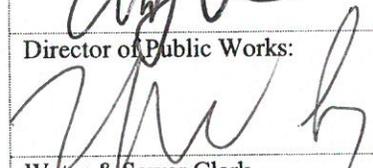
RECEIVED
TOWN OF JAMESTOWN, R.I.
16 OCT 25 PM 3:51

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.

For Office Use Only

License Fee: \$ 500 Ins. Policy: _____ Ft. Getty Rental Permit: _____

For Approval: Please sign, date & provide approximate cost to Town.

Department	Date	Approximate Cost or Comments
Town Administrator:		
Chief of Police: 	11-2-16	
Fire Chief: 	10-28-16	
Zoning Official: 		
Director of Parks & Recreation: 	11/15/16	
Director of Public Works: 	11-4-16	
Water & Sewer Clerk 	11/3/16	
Tax Collector 	10/3/16	



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20_____ for the event scheduled for: (date) _____ (time) _____ with a location of _____.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk

Please keep this license on hand for the day of the event.



TOWN OF JAMESTOWN

One Day Event/Entertainment Application

\$5.00 Application Fee

Date Rec'd 10/6/16
Office will enter date

RECEIVED
TOWN OF JAMESTOWN, R.I.
16 OCT -7 PM 4:05

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures
(This form can be used with or without vendors)

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain) _____

Name of Event: (if applicable) JCC Holiday Concert

Date of Event: Sat 12/10/16 & 12/11/16 Hours of Event: 7:30PM on 12/10/16 - 3PM on 12/11/16

Location of Event: Rec Center Number of people attending: _____

Name of Applicant/ Business: Jamestown Community Chorus

Mailing Address: PO Box 602 Business Phone #: 401-423-1574

Jamestown, RI 02835

Contact Person: B.J. Whitehouse Phone Number: above

List the type of entertainment being requested, if applicable (Band, DJ, etc.) Choral concert

Who will the event benefit? Community

Type of Operation: (Private, State Sponsored, Non-Profit): 501c3

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: _____ Non-Profit ID #: 3788

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
(\$5.00 each Vendor/Peddler in addition to Application Fee)

A list of vendor/peddler and fee must be submitted to the Town Clerk's Office with this license. Vendor/Peddler list Must include name, address, phone number, date of birth, type of merchandise to be sold and exact location of sales.

What types of items will be sold at this event? _____

Will food be sold at the location? If yes, you must contact the R.I. Department of Health Yes No

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes No

Will traffic control or a public facility be needed? Yes No
If yes, Please contact the Jamestown Police Department, Public Works Department and/or the Recreation Department for rates and forms for approval.

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property. Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence. ↳ Not Attached AS of 10/7/16

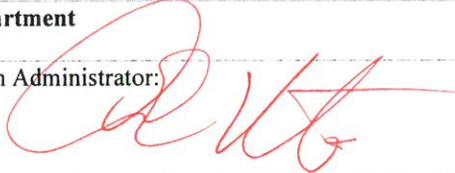
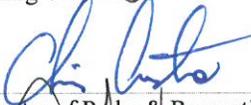
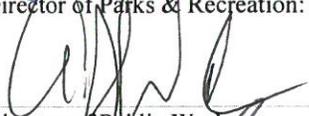
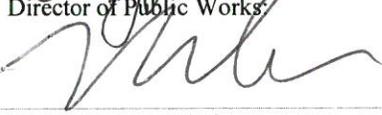
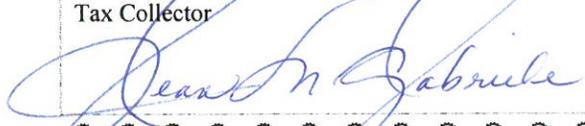
Signature of Applicant: B.J. Whitehouse

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.

For Office Use Only

License Fee: \$ 5.00 Ins. Policy: _____ Ft. Getty Rental Permit: _____

For Approval: Please sign, date & provide approximate cost to Town.

Department	Date	Approximate Cost or Comments
Town Administrator: 	<u>10/18/16</u>	
Chief of Police: 	<u>10/17/16</u>	
Fire Chief: 	<u>10.18.16</u>	
Fire Marshal: 	<u>10.18.16</u>	
Zoning Official: 	<u>10-13-16</u>	
Director of Parks & Recreation: 	<u>10/18/16</u>	
Director of Public Works: 	<u>11/4/16</u>	
Water & Sewer Clerk 	<u>11/3/16</u>	
Tax Collector 	<u>11/3/16</u>	



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20_____ for the event scheduled for: (date) _____ (time) _____ with a location of _____.

Issued: _____
Cheryl A. Fernstrom, CMC, Town Clerk

Please keep this license on hand for the day of the event.



TOWN OF JAMESTOWN

One Day Event/Entertainment Application

\$5.00 Application Fee

Date Rec'd _____
Office will enter date

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures
(This form can be used with or without vendors)

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain) _____

Name of Event: (if applicable) Jamestown Community Band Holiday Concert
 Date of Event: Dec. 13, 2016 Hours of Event: 7:00 - 8:30 (5:00 - 9:30 total)
 Location of Event: Recreation Center Number of people attending: ~600
 Name of Applicant/ Business: Jamestown Community Band c/o Tom Wiggins
 Mailing Address: 524 E Shore Rd Business Phone #: 401-484-3179
Jamestown, RI 02835
 Contact Person: Tom Wiggins Phone Number: 401-423-2538

List the type of entertainment being requested, if applicable (Band, DJ, etc.) NA
 Who will the event benefit? the audience
 Type of Operation: (Private, State Sponsored, Non-Profit): Non-Profit

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____
 If the applicant is a Non-Profit organization, is it registered with the State? Yes No
 RI Tax ID #: _____ Non-Profit ID #: 72436

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
 (\$5.00 each Vendor/Peddler in addition to Application Fee)

A list of vendor/peddler and fee must be submitted to the Town Clerk's Office with this license. Vendor/Peddler list Must include name, address, phone number, date of birth, type of merchandise to be sold and exact location of sales.

What types of items will be sold at this event? nothing

Will food be sold at the location? If yes, you must contact the R.I. Department of Health Yes No

Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes No

Will traffic control or a public facility be needed? Yes No
 If yes, Please contact the Jamestown Police Department, Public Works Department and/or the Recreation Department for rates and forms for approval.

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property. Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

Signature of Applicant: Thom Deliggin

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.

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October 1, 2016

Jamestown City Council,

I have owned a house in Jamestown since 2006 and was completely unaware of the archaic shooting range ordinance. I am a lifelong supporter of gun rights and am a very active hunter of both upland game and deer for the past 45 years. I have twin 17-year-old boys who have grown up in the field and around guns with me and have been taught the importance of gun safety.

One of the key issues with growing up with guns is gun safety. It cannot be underestimated and its importance is truly a life and death issue. It only takes one mistake and people's lives can change forever. A few of the safety items we have all learned are as follows:

- Muzzle control. i.e. always point your gun in a safe direction.
- Treat all guns as if they are loaded.
- Never shoot at something unless you can see it.
- Always be aware of your line of fire and what is down range of your shot.

With this said, it is apparent that the old ordinance is no longer applicable given the density of development in Jamestown. About 20 years ago while playing golf on a course in Georgia that had an outdoor gun range one-half mile from the course, my friends and I were almost struck by flying bullets. The sound of these bullets whizzing by our heads and hitting the ground close to us has never been forgotten. It was not intended and it was not the fault of the shooters but was the fault of the city and county for not regulating the range better.

Gun ranges should either be inside at a safe and controlled environment or at an outside shooting range that has a large embankment behind the shots that will eliminate the risk of any long down range. **Gun ranges are NOT safe in one's backyard.**

Please do not let an old ordinance cause the senseless death of anyone in Jamestown.

Thank you,

Jeff Nizkol



Golf Course

Wow, did I just read that the town council is considering building a 2m dollar, 9100 sq. foot building for the exclusive use of the golf course. The course was bought and paid for with taxpayer dollars and it has never been for the exclusive use of the golfers. There were restaurants, wedding receptions, funeral receptions and many other functions held there. And does not the course close for part of the year. How many users are Jamestown taxpayers. I'm not saying that the golfers facilities doesn't need to be updated. They are small and very dark.

I have a better idea. Why not build a senior's community center similar to the North Kingstown senior center. It is one large room with a folding wall. I could have many uses. The seniors could have their lunches and if another group wants to use the room, close the wall. The seniors have meals there 5 days a week, so weekends the whole room would be free.

Jamestown population is 53% seniors and for many years has been an under served group. But a few years ago someone decided to do something about it. The town smartly hired a smart, energetic & caring person in Ellen Vieira.

Now there are many new programs for

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16 NOV 15 PM 2:54

seniors and the lunch program is growing as more people learn how good the food is and the cost is only \$3.00. The present senior center is held in a beautiful old building. In the cellar. The people decorate it beautifully but it is still a window less small room.

Now about the new building. Why move it. The view where it is is just beautiful. And there seems to be plenty of parking. And speaking of parking, the present senior center is on a narrow busy road and we park on both sides of the road making it difficult for the drivers using the road.

Why not build a new building using the same foot print, raising it, and make the downstairs bigger and brighter by putting in a wall of windows on the west side.

Wakefield has had a senior center for many years. North Kingstown has had one for many years, and several years ago they build a beautiful new building. Why doesn't the Jamestown tax paying seniors deserve to have a nice bright place to call their own. It also would be a gathering place for Jamestown community. How many more seniors would come and share a great lunch and social time if they had a beautiful place to see.

Jean Bulton
1425 Sampson Ave.

Carolyn & John Wayt

November 14, 2016

Jamestown Town Council
93 Narragansett Ave.
Jamestown, RI 02835

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TOWN OF JAMESTOWN, R.I.
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Dear Members of the Jamestown Town Council:

We congratulate each of you on your reelection to the Town Council and look forward to your continued great service to our town. In reviewing the election results, we note that Blake Dickinson was the leading vote recipient with 2470 votes. The Town Council should honor Blake's reelection by continuing the tradition of making the highest vote recipient the new President of the Town Council. To do otherwise, would be disrespectful of the electorate – whether Republican, Democrat, or Independent.

Sincerely,

Carolyn C. Swippach
John Wayt

cc: Jamestown Press