



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, August 16, 2021
6:30 P.M.

THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.

THIS MEETING WILL BE LIVE STREAMED: To view the meeting with no interaction:
<https://158.123.195.41/OTRMedia/Town2020/Others2020/StreamPrimJtown.htm>

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.

Attachments for items on this meeting agenda are available to the public on the Town website at:
<http://www.jamestownri.gov/town-government/town-council/town-council-meetings-minutes/2021-meetings-minutes/2021-meetings/-fsiteid-1>

I. ROLL CALL

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

A) Approval of Minutes; review, discussion and/or action and/or vote
1) July 19, 2021 (regular meeting)

B) Open Forum – Water & Sewer Matters

Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act, and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibits the Town Council from discussing, considering or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.

- 1) Scheduled request to address - none
- 2) Non-scheduled request to address

- C) Report of Town Officials:
 - 1) Pumping Report
 - 2) Town Project Reports
 - a) Town Wells
 - b) Water Treatment Plant
 - c) Transfer Pumping/Reservoir
 - d) Distribution System
 - e) Wastewater Treatment Facility
 - 3) Public Works Director Michael C. Gray Sewer Division Report: Inspection of Westwind Drive
 - 4) Finance Director's Report: Comparison of Budget to Actuals as of June 30, 2021

- D) Unfinished Business
 - 1) Review, Discussion and/or Action and/or Vote regarding the Application of Our Table, LLC/Marla Romash (applicant) and Gino DiFante (owner) of 53 Narragansett Avenue, Plat 9 Lot 207 (a portion of the first floor), for Utility Service Expansion/Change of Use, continued from July 16, 2021.
 - a) Memorandum from Planning Commission to Zoning Board of Review

- E) New Business
 - 1) Review, Discussion and/or Action and/or Vote to adopt the Proposed FY 2021-2022 (October 1, 2021 to September 30, 2022) Water Budget
 - 2) Review, Discussion and/or Action and/or Vote to adopt the Proposed FY 2021-2022 (October 1, 2021 to September 30, 2022) Sewer Budget

- F) The Town Council Adjourns from sitting as the Board of Water and Sewer Commissioners

IV. PUBLIC HEARINGS, LICENSES AND PERMITS

The Town Council will review each license application and vote on it individually. All approvals for licenses and permits are subject to the resolution of debts, taxes and appropriate signatures as well as, when applicable, proof of insurance. Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

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

Notice is hereby given by the Town Council of the Town of Jamestown, being the Licensing Board in said Town as provided under Title 3, Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended.

 - 1) Review, Discussion and/or Action and/or Vote for Renewal of Approval of Requests for Temporary Seasonal Expansion of Existing Liquor License Applications in accordance to R.I.G.L 3-5-17, for service and consumption areas valid with Special Event Application of the Chamber of Commerce for Dine Out Event in response to COVID- 19; with proposed Extension to September 21, 2021 unless revoked earlier:

- a) KALI LLC dba: J22 Tap & Table, 22 Narragansett Ave.
 - b) Jamestown Beer Holdings LLC dba: The Generals Crossing, 34 Narragansett Avenue
 - c) Jamestown Locals LLC dba: Narragansett Café, 25 Narragansett Avenue
 - d) Johnny Angels Clam Shack LLC dba: Angels Kitchen, 23B Narragansett Avenue
- 2) Review, Discussion and/or Action and/or Vote for Renewal of Approval of KALI LLC dba: J22 Tap & Table for Temporary Seasonal Expansion of Existing Liquor License Applications in accordance to R.I.G.L 3-5-17, for service and consumption areas to include property contingent on lease agreement with REGNUM LLC, located at 20 Narragansett Avenue; with proposed Extension to September 21, 2021 unless revoked earlier.
- 3) Pursuant to Title 3 Chapter 7 of the General Laws of Rhode Island 1956, and as amended, that the following license application has been received under said Act for a one-day license September 9, 2021:

CLASS F (NON-PROFIT)

Jamestown Chamber of Commerce
PO Box 35
Jamestown, RI 02835

- a) Review, Discussion and/or Action and/or Vote for Approval of the **CLASS F (NON-PROFIT) LIQUOR LICENSE**
- B) Event/Entertainment Application: All Event/Entertainment license application approvals are subject to any and all COVID-19 protocols in affect at the time of the event; Review, Discussion and/or Action and/or Vote on the following:
- 1) Applicant: Jamestown Chamber of Commerce
Event: Annual BBQ
Date: September 9, 2021
Location: Dutch Harbor Marina
- C) Bingo License Application: All bingo license application approvals are subject to any and all COVID-19 protocols in affect at the time of the event; Review, Discussion and/or Action and/or Vote on the following:
- 1) Applicant: Friends of the Jamestown Seniors, Inc.
Event: Weekly Bingo Games
Date: September 1, 2021 to August 31, 2022
Location: 6 West Street, Jamestown (Senior Center)

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

Please Note the Following Items are Status Reports and Matters of Interest to the

Council and are for Informational Purposes unless Indicated Otherwise and will be Acted upon in Accordance with Section 42-46-6 (b)

- A) Town Administrator's Report: Jamie A. Hainsworth
 - 1) Broad Band Services to the Island, New Business Agenda Discussion
 - 2) Cyber Technology Security, discussion on Assessment, New Business on Agenda
 - 3) Short Term Rental Ordinance
 - 4) Covid 19 update: Covid Testing
 - 5) Draft letter to Jamestown Housing Authority in response to USHUD letter
 - 6) Update for next month

VI. UNFINISHED BUSINESS

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

- A) Review, Discussion and/or Action and/or Vote regarding the Entertainment License for Tallulah's Taqueria LLC, dba: Tallulah's Taqueria located at 35 Narragansett Avenue, as approved at the July 19, 2021 Town Council Meeting and continued for review
- B) Review, Discussion and/or Action and/or Vote regarding the Entertainment License for Nine Corporation, dba: Marina Café located at 3 East Ferry Wharf, as approved at the July 19, 2021 Town Council Meeting and continued for review
- C) Review, Discussion and/or Action and/or Vote regarding the Code of Ethics Review by the Town Solicitor's Office for all Town Boards/Commissions/Committees: Session dates are September 9, 2021 at 12 noon, and September 23, 2021 at 7:00 pm via Zoom link (1-hour sessions)
- D) Review, Discussion and/or Action and/or Vote regarding Upcoming Meetings and Sessions – dates and times
 - 1) Town Council Regular Meeting – Tuesday, September 7, 2021 @ 6:30 p.m.
 - 2) Town Council/Water and Sewer Regular Meeting – Monday, September 20, 2021 @ 6:30 p.m.
 - 3) Town Council Regular Meeting – Monday, October 4, 2021 @ 6:30 p.m.
 - 4) Town Council/Water and Sewer Regular Meeting – Monday, October 20, 2021 @ 6:30 p.m.

VII. NEW BUSINESS

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

- A) Review, Discussion and/or Action and/or Vote regarding the request of the Gould Island Advisory Board for the formation of an ad hoc Gould Island Committee consisting of five (5) to six (6) residents to promote remediation of South Gould Island beyond the scope of the current USACE authorization from Congress
 - 1) Letter of Gould Island Restoration Advisory Board Community Co-Chair David Sommers

- B) Review, Discussion and/or Action and/or Vote to authorize a Cyber Security Assessment
- C) Review, Discussion and/or Action and/or Vote to consider a publicly operated Broad Band Utility to all residents.
- D) Review, Discussion and/or Action and/or Vote regarding the July 26, 2021 letter from the US Department of Housing and Urban Development (HUD) Office of Public Housing with concerns regarding outstanding issues
 - 1) Letter from US Department of Housing and Urban Development dated July 26, 2021 to Jamestown Housing Authority, Board of Commissioners.
 - 2) Letter from US Department of Housing and Urban Development dated October 3, 2019 to Jamestown Housing Authority Executive Director
 - 3) Draft letter to Jamestown Housing Authority in response to USHUD letter
- E) Review, Discussion and/or Action and/or Vote regarding the Jamestown Arts Center request to partner with the Town of Jamestown on the *Outdoor Arts Experience Biennial 2022*, outdoor art exhibit.
 - 1) Letter of Jamestown Arts Center
- F) Review, Discussion and/or Action and/or Vote regarding the request by Andrea Colognese and Doriana Carella for permission to build an outdoor Pizza Oven at the Fort Getty Pavilion
 - 1) Project scope and overview prepared by Council Vice President Meagher

VIII. ORDINANCES, APPOINTMENTS, VACANCIES AND EXPIRING TERMS

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

- A) Appointments, Vacancies and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
 - 1) Jamestown Affordable Housing Committee (One [1] Member vacancy with a three-year term ending date of May 31, 2023)
 - a) No applicants
 - 2) Jamestown Fire Department Compensation Committee (Two [2] Citizen-at-Large Representatives with an unexpired term ending date of May 31, 2023 and an unexpired term ending May 31, 2024)
 - a) No applicants
 - 3) Jamestown Housing Authority (Two [2] Commissioner vacancies with an unexpired five-year term ending date of December 31, 2024 and an unexpired five-year term ending date of December 31, 2025)
 - a) No applicants
 - 4) Jamestown Juvenile Hearing Board (One [1] Alternate vacancy with a two-year term ending date of December 31, 2021)
 - a) No applicants

- 5) Jamestown Philomenian Library Board of Trustees
 - a) Letter of Resignation
 - i) Edward Gromada
- 6) Jamestown Zoning Board of Review
 - a) Letter of Resignation
 - i) Edward Gromada

IX. 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 for review, discussion and/or potential action and/or vote. A Consent Agenda item or items may be removed by the Town Council for review, discussion and/or potential action and or vote.

- A) Adoption of Town Council Minutes
 - 1) July 19, 2021 (Regular/Water and Sewer Meeting)
- B) Minutes of Boards/Commissions/Committees
 - 1) Affordable Housing Committee (May 15, 2019)
 - 2) Conservation Commission (January 15, 2019)
 - 3) Conservation Commission (February 9, 2019)
 - 4) Conservation Commission (April 2, 2019)
 - 5) Conservation Commission (May 14, 2019)
 - 6) Conservation Commission (June 11, 2019)
 - 7) Conservation Commission (July 9, 2019)
 - 8) Conservation Commission (September 10, 2019)
 - 9) Conservation Commission (November 12, 2019)
 - 10) Conservation Commission (December 10, 2019)
 - 11) Conservation Commission (January 12, 2021)
 - 12) Conservation Commission (February 9, 2021)
 - 13) Conservation Commission (March 9, 2021)
 - 14) Conservation Commission (April 13, 2021)
 - 15) Conservation Commission (May 11, 2021)
 - 16) Tree Preservation and Protection Committee (February 20, 2018)
 - 17) Tree Preservation and Protection Committee (March 20, 2018)
 - 18) Tree Preservation and Protection Committee April 17, 2018)
 - 19) Tree Preservation and Protection Committee (August 21, 2018)
 - 20) Tree Preservation and Protection Committee (September 18, 2018)
 - 21) Tree Preservation and Protection Committee (December 04, 2018)
 - 22) Tree Preservation and Protection Committee (January 22, 2019)
 - 23) Tree Preservation and Protection Committee (February 19, 2019)
 - 24) Tree Preservation and Protection Committee March 19, 2019)
 - 25) Tree Preservation and Protection Committee (April 15, 2019)
 - 26) Tree Preservation and Protection Committee (May 21, 2019)
 - 27) Tree Preservation and Protection Committee (June 18, 2019)
 - 28) Tree Preservation and Protection Committee (July 16, 2019)
 - 29) Tree Preservation and Protection Committee (September 17, 2019)
 - 30) Tree Preservation and Protection Committee (November 19, 2019)
 - 31) Tree Preservation and Protection Committee (December 17, 2019)

- 32) Tree Preservation and Protection Committee (January 20, 2021)
- 33) Zoning Board of Review (June 22, 2021)

C) Zoning Board of Review Abutter Notification- public hearing August 24, 2021 at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, RI at 7:00 pm, application of Our Table LLC and Gino Difante, for the property located at 53 Narragansett Avenue, Plat 9, Lot 207, for a Special Use permit under Art. 6, Sec. 82-301 VI C.3, to use the premises as a lunch room or restaurant

D) Tax Assessor’s Abatements and Addenda of Taxes

MOTOR VEHICLE ABATEMENTS TO 2020 TAX ROLL

04-063-75M Disney, Kate	Motor Vehicle- soldier / sailor exempt	\$10.09
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TOTAL ABATEMENTS	\$ 10.09
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E) Finance Director’s Report: Comparison of Budget to Actuals as of June 30, 2021

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

The Council may acknowledge any of the listed Communications and Proclamations and Resolutions. Should any member wish to have a conversation on any of the matters, the item will be placed on a future agenda for review, discussion and/or potential action and/or vote.

A) Communications Received:

- 1) Copy of Letter to: Public Works Director and Town Council
From: David R. Emond, All Waste Control Trash Co.
Dated: July 15, 2021
Re: trash compactor mechanical failure

- 2) Copy of Letter to: Town Council
From: Charlotte Zarlengo
Dated: July 16, 2021
Re: Regarding her property located on Seaside Drive (Plat 16 Lot 245) adjacent to Heads Beach with eight (8) boats and at least three (3) other moorings directly in front of her waterfront property, as she feels her riparian rights have been violated

- 3) Copy of letter to: Town Council
From: Richard A. and Mara V. Boren
Dated: July 22, 2021
Re: Damage to underground sprinkler piping and rotor during digging and repaving work on Intrepid Lane by Public Works/Cardi Corporation

- 4) Copy of Letter to: Town Council
From: Stephen Murphy
Dated: August 2, 2021

Re: Request for Council approval to credit his tax account \$88.30 assessed for an error that was not his doing

XI. OPEN FORUM

Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act, and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibits the Town Council from discussing, considering or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.

- A) Scheduled request to address - none
- B) Non-scheduled request to address

XII. ADJOURNMENT

Pursuant to RIGL § 42-46-6(c) Notice of this meeting shall be posted on the Secretary of State's website and at the Town Hall and the Jamestown Philomenian Library. Notice is also posted at the Jamestown Police Station and on the Internet at www.jamestownri.gov.

ALL NOTE: If communications assistance is needed or other accommodations to ensure equal participation, please call 1-800-745-5555, or contact the Town Clerk at 401-423-9800, via facsimile to 401-423-7230, or email to kmontoya@jamestownri.net not less than three (3) business days prior to the meeting.

Posted on the RI Secretary of State website on August 12, 2021

**TOWN OF JAMESTOWN
TOWN COUNCIL MEETING
for
TOWN, WATER AND SEWER MATTERS**

A regular meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners was held on July 19, 2021. This meeting was held pursuant to Executive Order No. 20-05, executed by Governor Gina Raimondo and was teleconferenced via Zoom.

The meeting was called to order via Zoom at 6:33 PM by Commission President Nancy A. Beye. The following members were present:

Mary E. Meagher, Commission Vice-President
Erik G. Brine
Michael G. White
Randall White

Also, present were:

Jamie A. Hainsworth, Town Administrator
Denise Gamon, Town Clerk's Assistant
Christina D. Collins, Finance Director
Michael Gray PE, Public Works Director
Lisa Bryer, Town Planner
Peter D. Ruggiero Esq., Town Solicitor
Denise Jennings, Water and Sewer Clerk

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

1) June 21, 2021 (regular meeting)

Motion was made by Commission President Meagher, seconded by Commissioner Brine to accept the June 21, 2021 regular meeting minutes. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye

OPEN FORUM

Commission President Beye noted that this open forum would be for water and sewer matters only.

1) Scheduled requests to address:

(None)

2) Non-scheduled request to address:

(None)

REPORT OF TOWN OFFICIALS

1) **Pumping Report:**

The Public Works Director reported the following:

- JR-1 is currently in service.
- Pumping was up for the month of June, compared to May 2021 and was down slightly compared to June of 2020.
- Rainfall is up slightly for the month of June, although we have had a significant amount of rain in July and we should be okay through the end of the year.
- North Reservoir is @ 60MG, usable storage-60MG.
- South Pond is @ 6MG, usable storage- 6MG

2) **Town project reports:** *(See attached Project Update Report dated July 2021)*

Following a brief report by the Public Works Director, it was the consensus of the Commission, to accept the Public Works Director's report, as submitted.

LETTERS AND COMMUNICATIONS

(None)

UNFINISHED BUSINESS

(None)

NEW BUSINESS

- 1) Review, Discussion and/or Action and/or Vote on the application of **Our Table, LLC/Marla Romash (applicant) and Gino DiFante (owner) of 53 Narragansett Avenue, Plat 9, Lot 207 (a portion of the first floor), for Utility Service Expansion/Change of Use.**

Commission President Beye stated that the applicant does not appear to be present at the meeting.

Commissioner Randall White stated that since the applicant is not present and also since their application is pending review by the Planning Commission that it would be premature for this Board to review the application. Commissioner Randall White suggested that the application be continued until the Planning Commission has completed their review.

The Town Planner briefly outlined a few of the pending matters, before the Planning Commission.

Motion was made by Commissioner Randall White, seconded by Commissioner Meagher to continue the application of Our Table , LLC/Marla Romash (applicant) and Gino DiFante (owner) of 53 Narragansett Avenue, Plat 9, Lot 207 (a portion of the first floor), for Utility Service Expansion/Change of Use until the Planning Commission has completed their review. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye

ADJOURNMENT

Motion was made by Commissioner Michael White, seconded by Commissioner Brine to adjourn the meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners at 6:50 PM. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye

Attest:

Denise Jennings
Water and Sewer Clerk

Project Update July 2021

WELLS

JR-1, JR-3

- JR-1 is currently in service. The well pumps water at a rate of 50 gpm directly into the transmission main feeding the water plant from the reservoir.

TREATMENT PLANT

- We received comments from RIDOH regarding the Corrosion Control Study that we are conducting with North Kingstown Water. They have requested that we collect samples on a bi-weekly basis for the study which we started this past month. Based upon samples collected over the past few months the analytical results indicate that the use of the North Kingstown water will have no impact to water quality in Jamestown. Sampling will continue into September and a full report will be submitted to RIDOH for their review and approval.
- We are preparing our 21/22 budget for the Commission to approve. A proposed budget will be submitted for review at our August meeting.

TRANSFER PUMPING/RESERVOIR

- The north reservoir is at our maximum capacity and continues to spill over with the rainfall that we have received over the past two weeks.

DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 60 MG

Usable Storage 60 Million Gallons

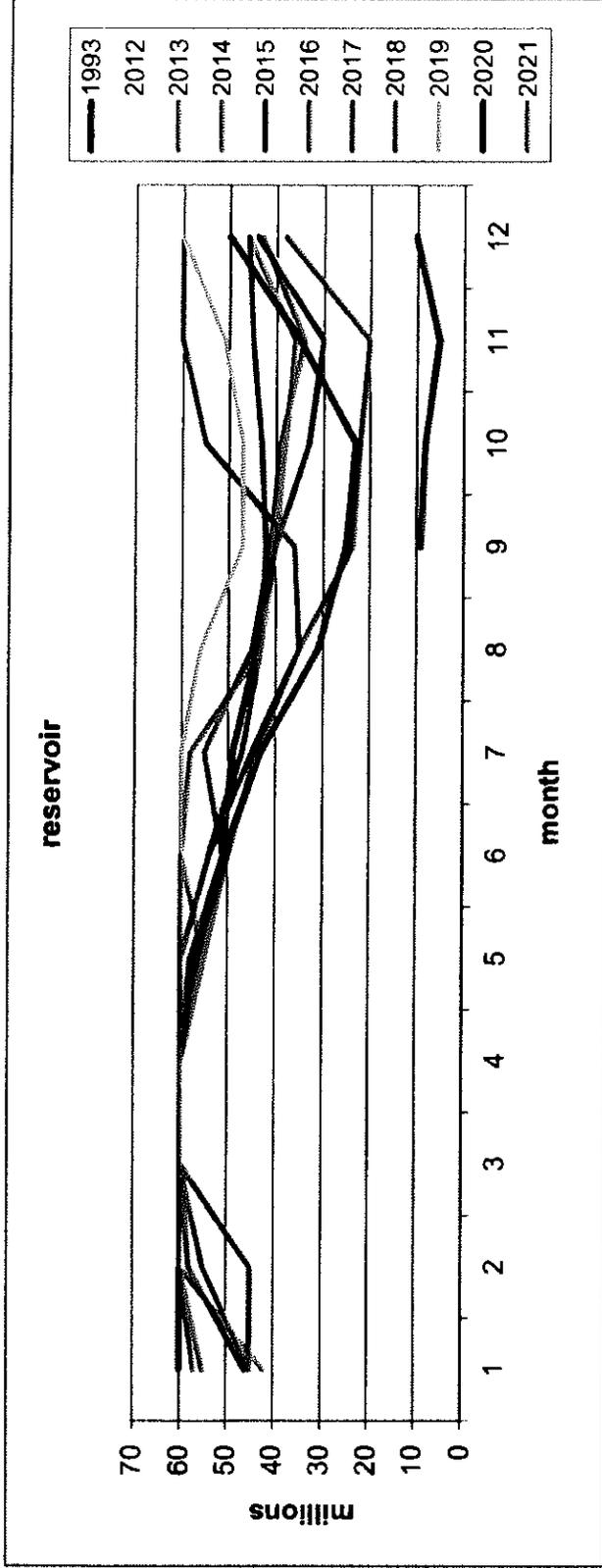
- I met with engineers from Verizon onsite and will be having meetings with Sprint/T-Mobile, and AT&T regarding the existing antennae on the Tower. The antennae will need to be moved temporarily based on discussions with engineers from all three carriers. They will not be able to meet our schedule for a project in 2021. I will be working with our consultant to determine how we move forward with a project in 2022 and how the logistics of moving antennae can work with our project. This will have an impact with the cost of our project.

WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for June was 0.21 million gallons per day. The monthly average allowed by our discharge permit is 0.73 million gallons per day. The peak daily flow was 0.39 million gallons. There were no sanitary sewer overflows for the month of June.

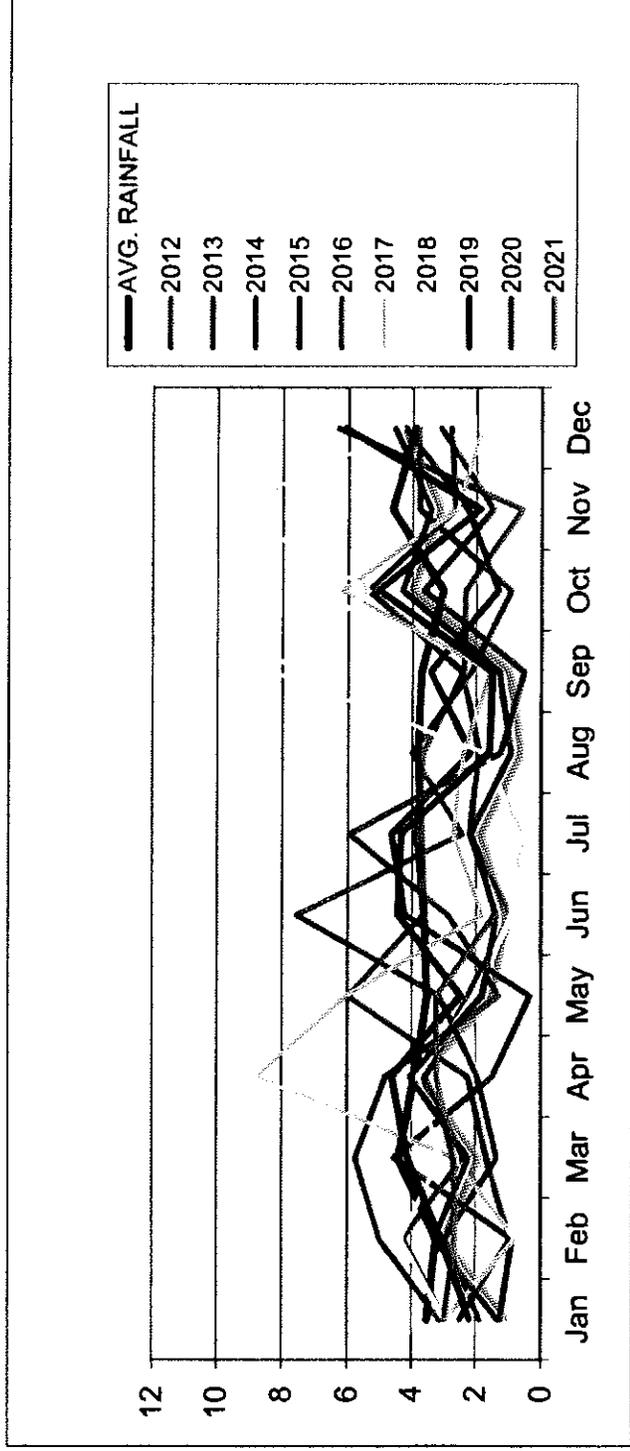
RESERVOIR LEVEL

	1993	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Jan		30	60	42	55	45	46	45	60	60	60	57
Feb		52	60	60	60	45	58	55	60	60	60	60
Mar		58	58	60	60	60	60	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60	60	60	60
May		57	60	55	58	56	55	60	60	60	57	60
Jun		51	54	60	51	51	50	54	54	60	51	60
Jul		43	49	58	55	49	44	47	45	60	43	60
Aug	9	47	43	43	45	44	35	43	35	56	31	60
Sep	8	45	40	40	41	40	23.5	42	36	47	25	60
Oct	5	58	38	38	39	33	22	43	55	47	23	60
Nov	10	60	35	36	34	30	20	45	60	51	35	60
Dec		60	42	46	43	44	38	46	60	60	50	60



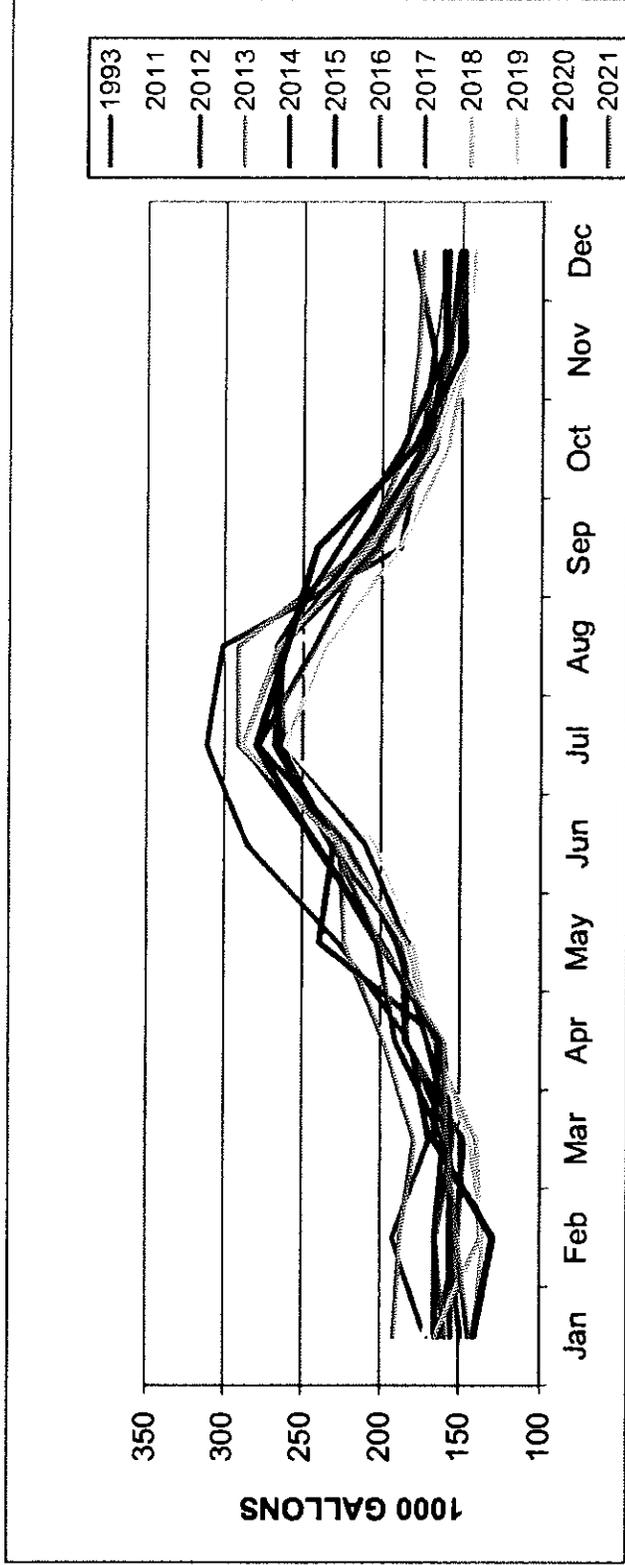
	AVG. RAINFALL												Total
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	1.4 22.1 avg		
Jan	3.5	1.85	3.1	1.22	2.94	2.94	2.94	2.19	1.3	2.94			16
Feb	3.2	2.94	4.98	0.86	4.25	0.76	4.33	3.06	3.26	2.62			
Mar	4.4	1.32	5.74	4.53	2.36	2.62	3.07	4.11	2.21	2.66			
Apr	3.9	1.92	4.8	1.47	3.53	8.8	3.79	4.61	4.03	3.18			
May	3.5	3.11	1.27	0.32	2.24	6.03	2.03	2.46	1.79	3.2			
Jun	3.6	7.55	2.86	4.2	0.89	1.79	0.89	4.44	1.36	1.4			
Jul	3.7	2.42	5.93	4.63	2.19	2.7	0.61	4.33	2.16	1.4			
Aug	3.8	3.98	1.23	2.17	1.88	2.4	1.73	1.58	0.91	1.4			
Sep	3.7	2.13	0.5	3.41	2.42	1.54	8.35	1.49	1.27	1.4			
Oct	3	0.9	3.61	1.31	5.33	6.18	5.34	5.04	4.29	1.4			
Nov	4.6	3.76	1.47	2.27	2.63	2.61	9.61	1.89	3.39	1.4			
Dec	3.9	3.76	3.1	4.2	2.79	1.81	4.33	6.09	4.53	1.4			
Total	44.8	35.64	38.59	30.59	33.45	40.18	47.02	41.29	30.5	30.5			

RAINFALL

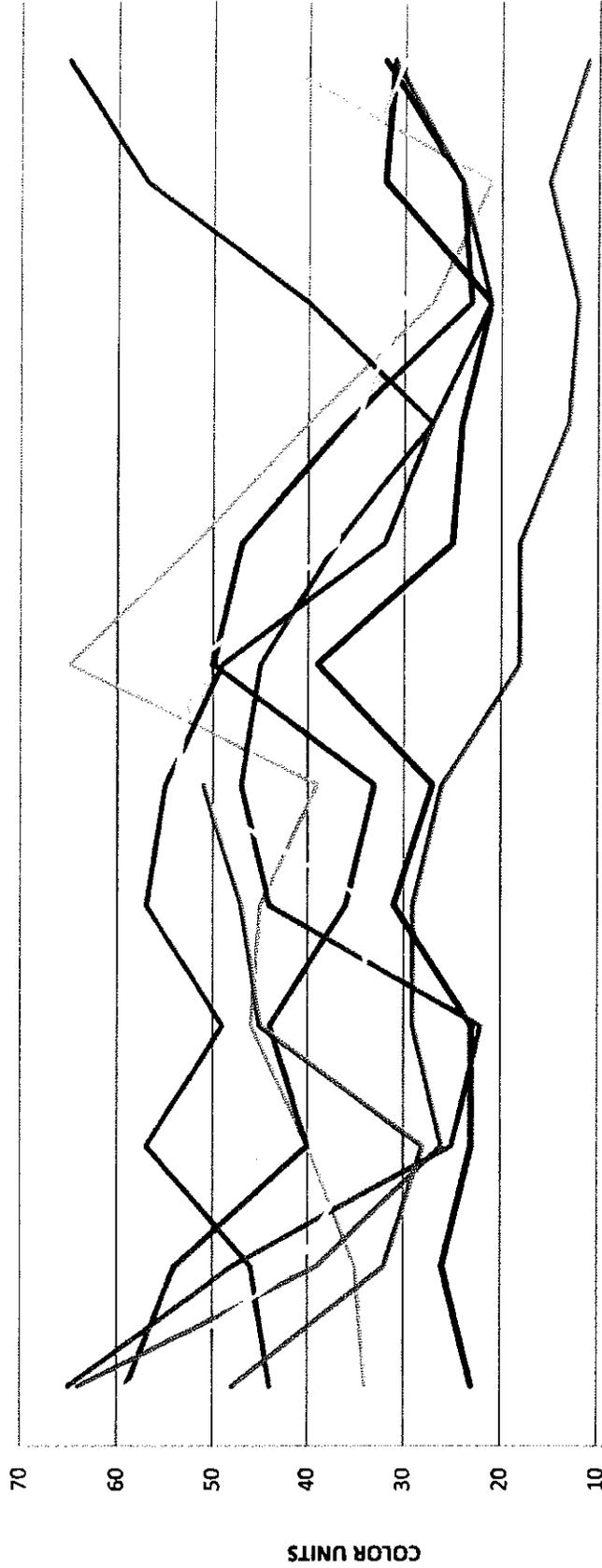


	1993	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Jan	171	172	173	239	172	155	191	163	165	159	149	165	141	141	144
Feb	192	154	173	210	158	156	187	151	165	165	155	137	135	129	151
Mar	169	155	165	198	157	155	178	147	154	160	156	139	144	166	158
Apr	181	174	196	210	180	170	198	184	160	190	183	167	167	163	160
May	227	202	195	180	212	190	223	185	239	202	183	184	179	200	201
Jun	285	246	215	218	226	221	226	232	230	240	210	227	204	242	230
Jul	311	296	277	274	279	278	291	267	264	288	261	288	261	279	
Aug	301	256	290	251	254	242	291	266	263	264	266	265	235	260	
Sep	188	210	245	193	205	210	212	227	215	201	203	208	189	241	
Oct	175	187	259	182	175	175	184	187	172	166	170	168	158	180	
Nov	166	175	226	160	164	167	177	160	160	157	151	148	146	149	
Dec	158	192	230	167	158	180	174	161	158	151	151	142	145	149	

PUMPING REPORT



Transfer Pumping NORTH POND WATER QUALITY



	1	2	3	4	5	6	7	8	9	10	11	12
2014	34	35	40	46	45	39	65	52	40	27	21	44
2015	59	54	40	44	36	33	50	47	36	23	24	32
2016	64	39	26	29	29	26	18	18	13	12	15	11
2017	23	26	23	23	31	27	39	25	24	21	32	31
2018	44	46	57	49	57	55	49	32	27	40	57	65
2019	65	48	25	22	44	47	45	37	27	21	24	31
2020	59	41	34	35	33	54	52	37	35	30	35	30
2021	48	32	28	45	47	51						



TOWN OF JAMESTOWN WWTF
MONTHLY REPORT
JUNE 2021

Douglas Ouellette, Superintendent

Parameters

	<u>Monthly Avr.</u>	<u>Permit Limit</u>	<u>Notes</u>
Flow	.2087	MGD	.73 MGD
Daily Max	.3860		
BOD Removal	97.8%	85%	% Removed
TSS Removal	98.9%	85%	% Removed
Fecal Coliform	1.24	No limit, report only	
Enterococci	1.1	(<35 cfu/100ml Monthly)	(<276 cfu/100ml Daily)

Environmental Compliance (Violations)

There are 0 violations to report for the month of June.

Complaints

There were 2 complaints received for June. 9 Fowler Ave had slow flow, line was jetted and cleaned and improved the situation. 9 Coronado had a blocked service line the customer had to call a roofer service to clear the line.

Alarms

The facility had two low Cl2 alarms for June.

Septage

The facility received 3,250 gallons for June.

Sludge Production

The facility processed 86,500 gallons of sludge through Wastewater Services Incorporated.

Maintenance Management

Oils were changed in aerators#2 and 4,

Chemical Use

The facility used 344 gallons of Sodium hypochlorite and 0 pounds of lime for process control.

Collection System

30 pump station inspections were completed. All stations are operating as designed.

Energy Use

Energy use for June 2021 was: 160 KWH

Precipitation

Precipitation for June 2021 was 1.7"

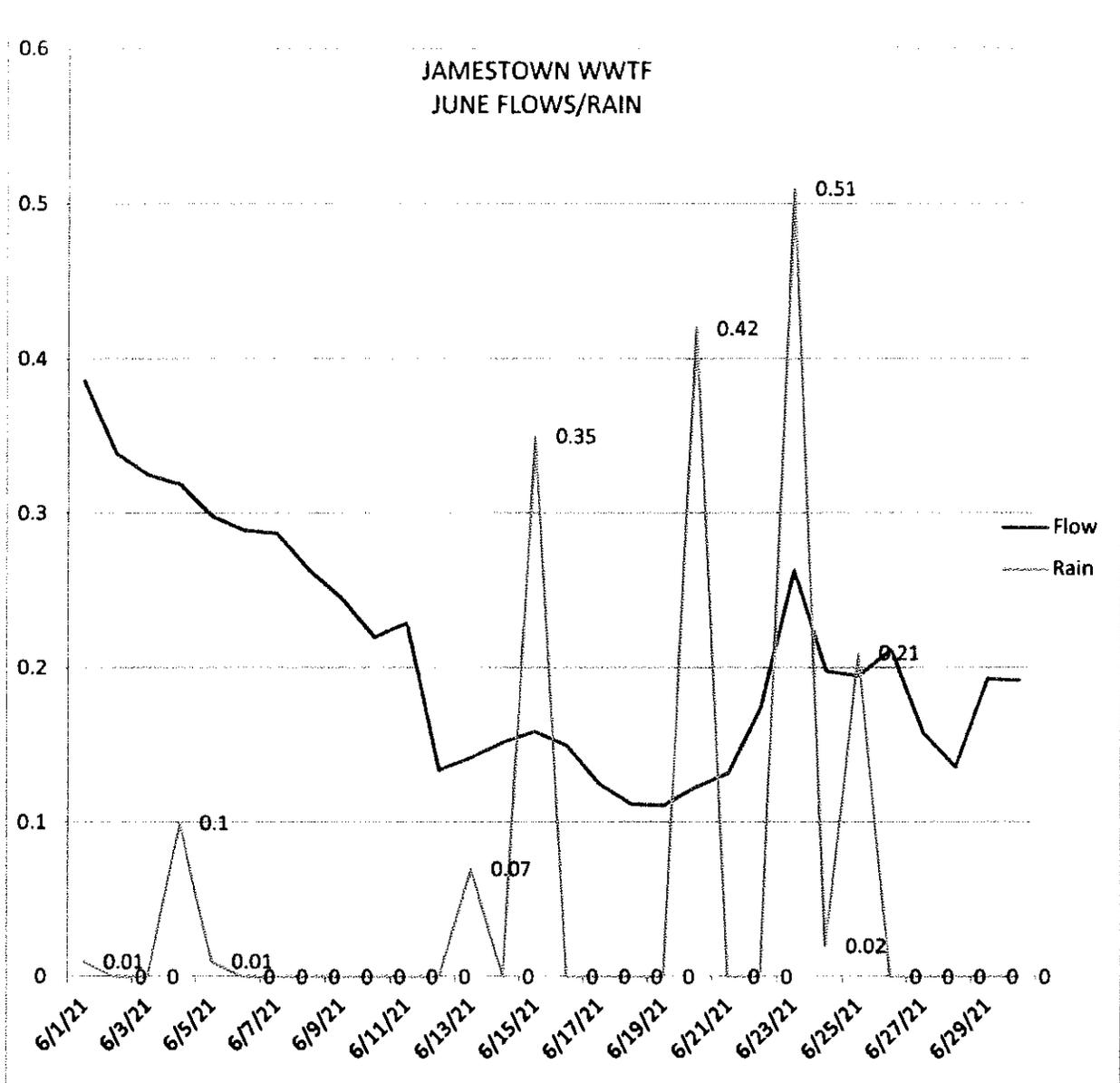
Golf Course

1,078 gallons of effluent was pumped to the pond in June.

Work Orders

65 work orders were completed.

Graphs



Project Update August 2021

WELLS

JR-1, JR-3

- JR-1 is currently in service. The well pumps water at a rate of 50 gpm directly into the transmission main feeding the water plant from the reservoir. A new well house has been constructed by our carpenter which will be set in place to protect well JR-1. This building was required for security of the well with the bike path construction.

TREATMENT PLANT

- The water department staff continue to collect monthly samples from North Kingstown Water at their Saunderstown Water storage tank for analytical testing. The results will be used to evaluate whether introduction of water from the NK system could affect corrosion control in the Jamestown distribution system as required by the RIDOH. We met with the NK staff to review the analytical results for samples collected to date. Testing results indicate that the water quality from NK will not have a negative impact on water delivered to Jamestown customers in the event of an emergency. Testing will continue into the fall as required by RIDOH.

TRANSFER PUMPING/RESERVOIR

- Rainfall is below our average through July. North Reservoir is slightly below capacity and the south pond is at capacity and spilling over.
- A crew will return to work along the shoulder of North Road for the bike path. This work was suspended due to road construction in East Passage and West Reach. Segments of the path will be constructed over the next few months. There are two utility poles that need to be relocated along the alignment. I have met with representatives of NGRID but the work has not been scheduled. I am also working property owners along the right-of-way where we have conflicts with the construction.

DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 58 MG

Usable Storage 60 Million Gallons

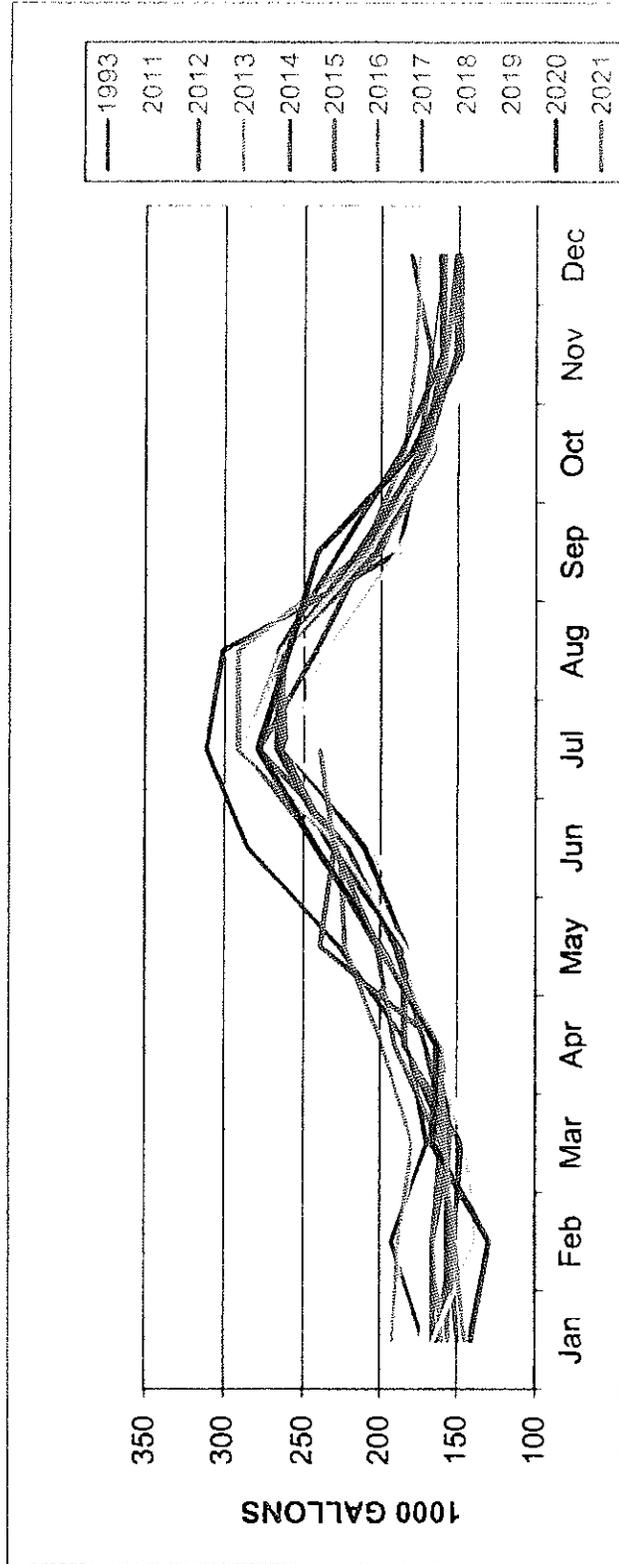
- I met with the Sprint facility manager to coordinate the painting project with equipment on the Towers. Sprint and T-Mobile have recently merged companies. The Sprint equipment will be removed from the south tower by spring. Unfortunately, this will reduce revenue received by the water department since Sprint will no longer be leasing space. T-Mobile equipment is located on the north tower and will need to be coordinated with our project.
- A hydrant on Maple Avenue was replaced by our water department staff.

WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for July was 0.25 million gallons per day. The monthly average allowed by our discharge permit is 0.73 million gallons per day. The peak daily flow was 0.39 million gallons. There were no sanitary sewer overflows for the month of July.

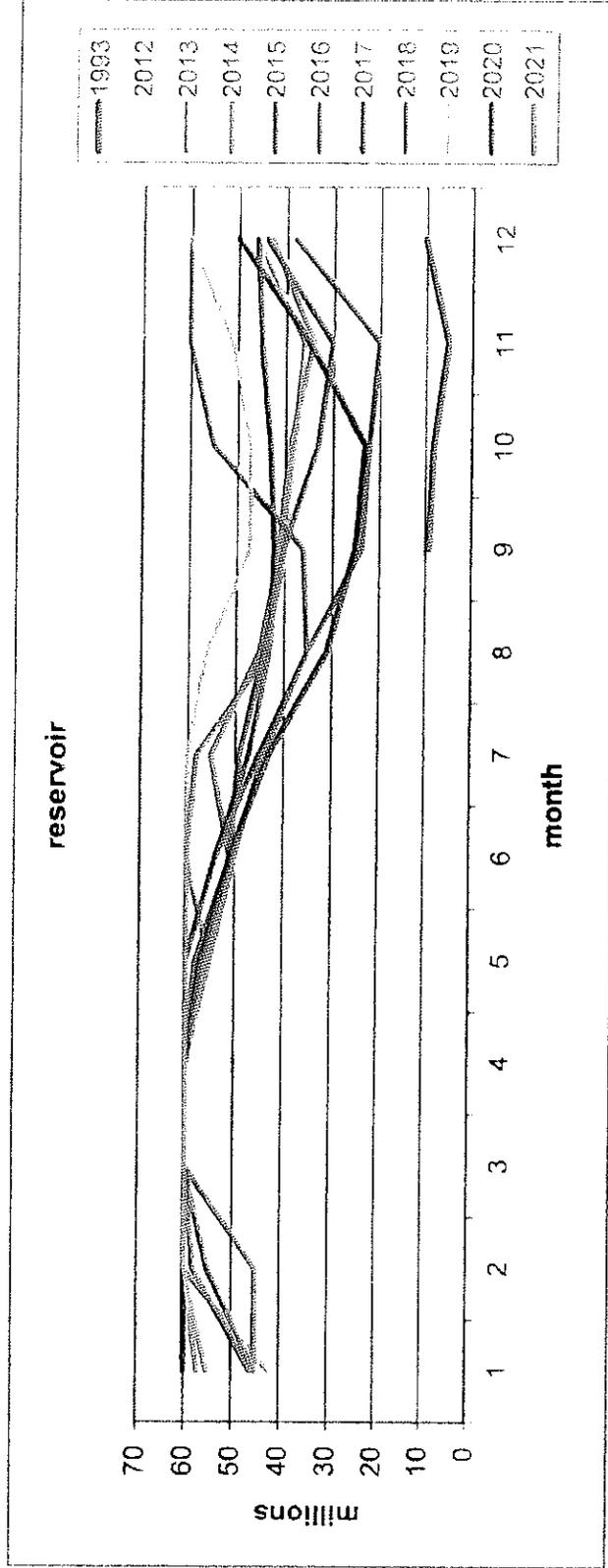
	1993	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Jan	171	172	173	239	172	155	191	163	165	159	149	165	141	141	144
Feb	192	154	173	210	158	156	187	151	165	165	155	137	135	129	151
Mar	169	155	165	198	157	155	178	147	154	160	156	139	144	166	158
Apr	181	174	196	210	180	170	198	184	160	190	183	167	167	163	160
May	227	202	195	180	212	190	223	185	239	202	183	184	179	200	201
Jun	285	246	215	218	226	221	226	232	230	240	210	227	204	242	230
Jul	311	296	277	274	279	278	291	267	264	288	261	288	261	279	239
Aug	301	256	290	251	254	242	291	266	263	264	266	265	235	260	
Sep	188	210	245	193	205	210	212	227	215	201	203	208	189	241	
Oct	175	187	259	182	175	175	184	187	172	166	170	168	158	180	
Nov	166	175	226	160	164	167	177	160	160	157	151	148	146	149	
Dec	158	192	230	167	158	180	174	161	158	151	151	142	145	149	

PUMPING REPORT



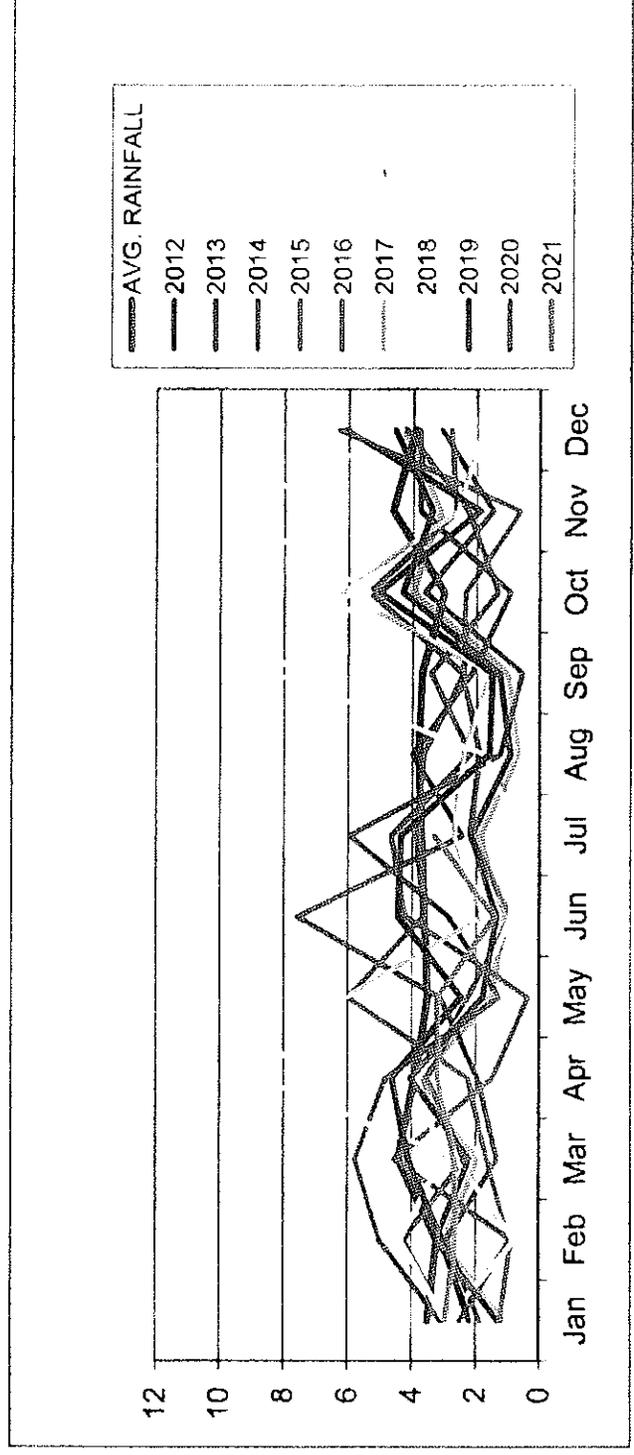
RESERVOIR LEVEL

	1993	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Jan		30	60	42	55	45	46	45	60	60	60	57
Feb		52	60	60	60	45	58	55	60	60	60	60
Mar		58	58	60	60	60	60	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60	60	60	60
May		57	60	55	58	56	55	60	60	60	57	60
Jun		51	54	60	51	51	50	54	54	60	51	60
Jul		43	49	58	55	49	44	47	45	60	43	58
Aug		47	43	43	45	44	35	43	35	56	31	
Sep	9	45	40	40	41	40	23.5	42	36	47	25	
Oct	8	58	38	38	39	33	22	43	55	47	23	
Nov	5	60	35	36	34	30	20	45	60	51	35	
Dec	10	60	42	46	43	44	38	46	60	60	50	

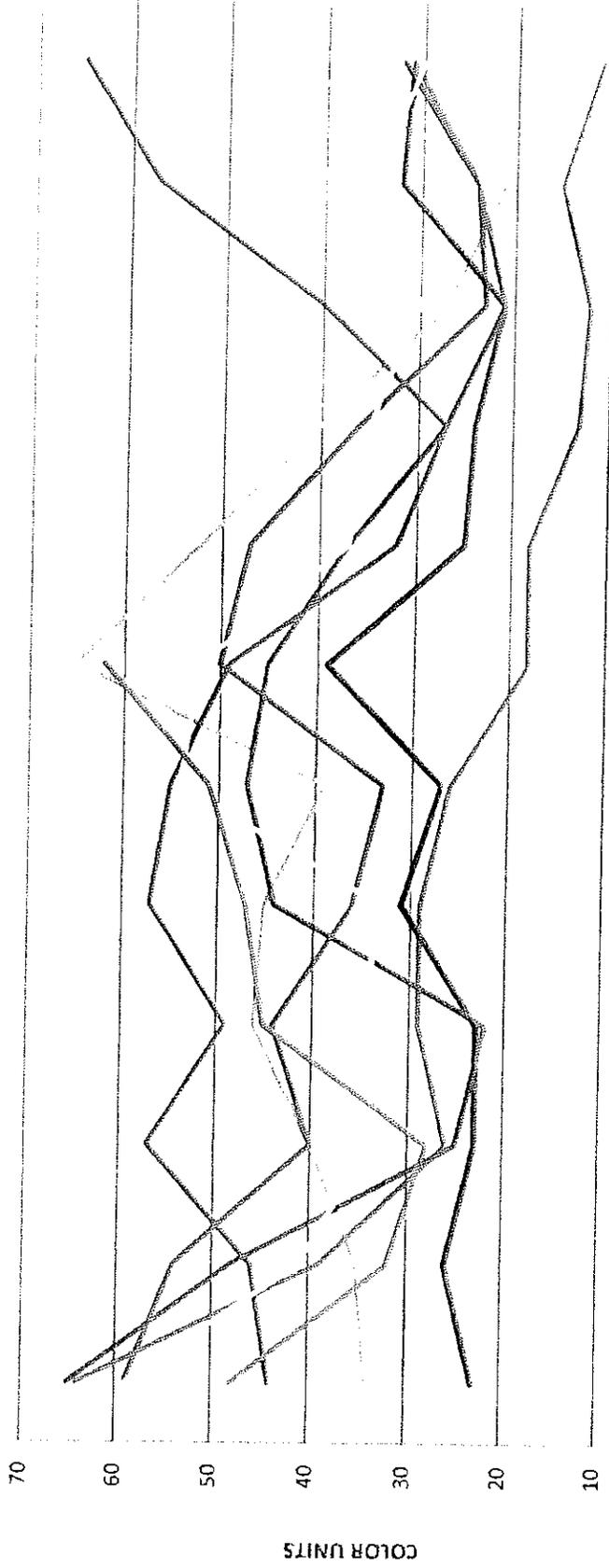


	AVG. RAINFALL											
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021		
Jan	3.5	1.85	3.1	1.22	2.94	2.94	2.94	2.19	1.3	2.94		
Feb	3.2	2.94	4.98	0.86	4.25	0.76	4.33	3.06	3.26	2.62		
Mar	4.4	1.64	5.74	4.53	2.36	2.62	3.07	4.11	2.21	2.66		
Apr	3.9	2.24	1.92	1.47	3.53	8.8	3.79	4.61	4.03	3.18		
May	3.5	5.97	3.11	0.32	2.24	6.03	2.03	2.46	1.79	3.2		
Jun	3.6	3.64	2.86	4.2	0.89	1.79	0.89	4.44	1.36	1.4		
Jul	3.7	3.86	5.93	4.63	2.19	2.7	0.61	4.33	2.16	3.3	25.80 avg	
Aug	3.8	3.64	1.23	2.17	1.88	2.4	1.73	1.58	0.91			
Sep	3.7	2.39	0.5	3.41	2.42	1.54	8.35	1.49	1.27			
Oct	3	2.33	3.61	1.31	5.33	6.18	5.34	5.04	4.29			
Nov	4.6	0.58	1.47	2.27	2.63	2.61	9.61	1.89	3.39			
Dec	3.9	6.28	3.1	4.2	2.79	1.81	4.33	6.09	4.53			
Total	44.8	35.99	38.59	30.59	33.45	40.18	47.02	41.29	30.5	19.3		

RAINFALL



Transfer Pumping NORTH POND WATER QUALITY



	1	2	3	4	5	6	7	8	9	10	11	12
2014	34	35	40	46	45	39	65	52	40	27	21	44
2015	59	54	40	44	36	33	50	47	36	23	24	32
2016	64	39	26	29	29	26	18	18	13	12	15	11
2017	23	26	23	23	31	27	39	25	24	21	32	31
2018	44	46	57	49	57	55	49	32	27	40	57	65
2019	65	48	25	22	44	47	45	37	27	21	24	31
2020	59	41	34	35	33	54	52	37	35	30	35	30
2021	48	32	28	45	47	51	62					



TOWN OF JAMESTOWN WWTF
MONTHLY REPORT
JULY 2021

Douglas Ouellette, Superintendent

Parameters

	<u>Monthly Avr.</u>	<u>Permit Limit</u>	<u>Notes</u>
Flow	.2513	MGD .73 MGD	
Daily Max	.3930		
BOD Removal	97.6%	85%	% Removed
TSS Removal	97.0%	85%	% Removed
Fecal Coliform	2.36	No limit, report only	
Enterococci	1.66	(<35 cfu/100ml Monthly) (<276 cfu/100ml Daily)	

Environmental Compliance (Violations)

There are 0 violations to report for the month of July 2021

Complaints

There were no complaints reported for July

Alarms

The facility had nine alarms in July 2021, eight were low Cl2 alarms due to some process issues, and one was plant generator alarm caused by a power blip.

Septage

The facility received 3000 gallons for July.

Sludge Production

The facility processed 138,000 gallons of sludge through Wastewater Services Incorporated.

Maintenance Management

Chemical Use

The facility used 730 gallons of Sodium hypochlorite and 250 pounds of lime for process control.

Collection System

31 pump station inspections were completed. All stations are operating as designed.

Energy Use

Energy use for July was: 186 KWH

Precipitation

Precipitation for July was 3.3"

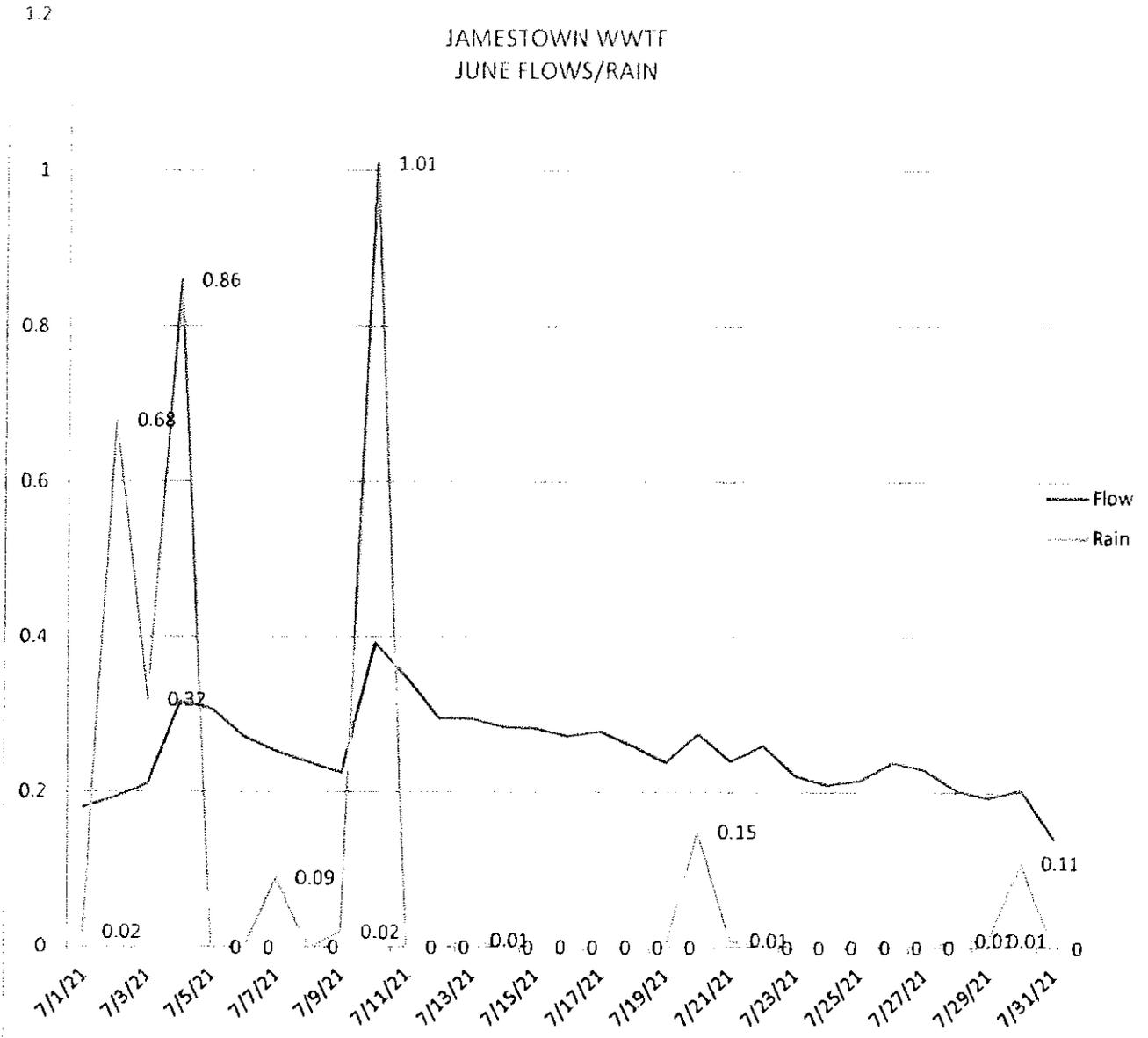
Golf Course

237,000 gallons of effluent was pumped to the pond in July.

Work Orders

81 work orders were completed.

Graphs



C-2

**Town of
Jamestown, Rhode Island**

PO Box 377
Jamestown, RI 02835- 1509
Phone: (401) 423-7220
Fax: (401) 423-7229



Date: August 5, 2021

To: Water and Sewer Commission

From: Michael Gray
Public Works Director

RE: Westwind Drive Sewer Forcemain

The Jamestown Estates Homeowners Association, comprised of the 14 Lots on Westwind Drive has requested that the Water and Sewer Commission resolve the issue of ownership of an existing sewer forcemain that serves their neighborhood. Jamestown Estates received approval from the Commission in 1985 to connect the proposed subdivision development, located in the Rural Sewer District, to the existing gravity sewer collection system located in Arnold Avenue. As a condition of approval the developer paid \$85,000 to the Town to fund improvements to the collection system downstream of the manhole connection in Arnold Avenue to accommodate the proposed additional flow from the 14 new homes to be constructed. The developers were responsible for all costs to install the sewer system for Jamestown Estates subdivision including the new forcemain in Westwind Drive and each individual pump system on the proposed lots.

Richard Zimmerman, the Town Engineer during that period reviewed and approved all design plans and inspected the work during construction. A letter in the planning files from Mr. Zimmerman dated February 13, 1989 stated that he completed a final inspection of the subdivision and it conformed to the design drawings. There is no record that the commission assumed ownership of the sewer forcemain and since that time the Wastewater Department has not performed any maintenance. From time to time the wastewater staff received calls from homeowners due to a problem on the system. The staff indicated to the owner that the system is private and asked that they contact a company who performs maintenance of pump systems. In each situation the problem was either a pump or control at the individual property and not the forcemain in the street. To date there has never been an issue with the forcemain piping within Westwind Drive.

The wastewater staff conducted an inspection of the forcemain components at each of the four clean-out manholes within the system located in Westwind Drive. There is approximately 1525 linear feet of 2" PVC piping and 210 linear feet of 3" PVC piping making up the forcemain in the street. Groundwater table is shallow in the area and all 4 manholes contained water that needed to be pumped out at the time of inspection. Within each manhole there is a cleanout which is capped and a gate valve. The staff did not turn the brass gate valve or remove the cap. I have attached photos of each structure and a figure showing the subdivision, piping, and manhole locations.

The forcemain has been operating for more than 30 years without issue. Low pressure sewer forcemains are common for residential subdivisions and PVC piping has a life cycle of 100 years. The brass gate valves at each manhole have not been operated since installation. The valves are necessary in order to remove the cap and connect a hose to the piping for any routine maintenance, service, or repair of the main line. Since the valves have not been turned in 30 years there is a risk that the stem could break and valve parts fall into the piping causing a blockage. Therefore, the staff did not operate any of the valves. All threaded fittings were tight and there is no sign of leakage.

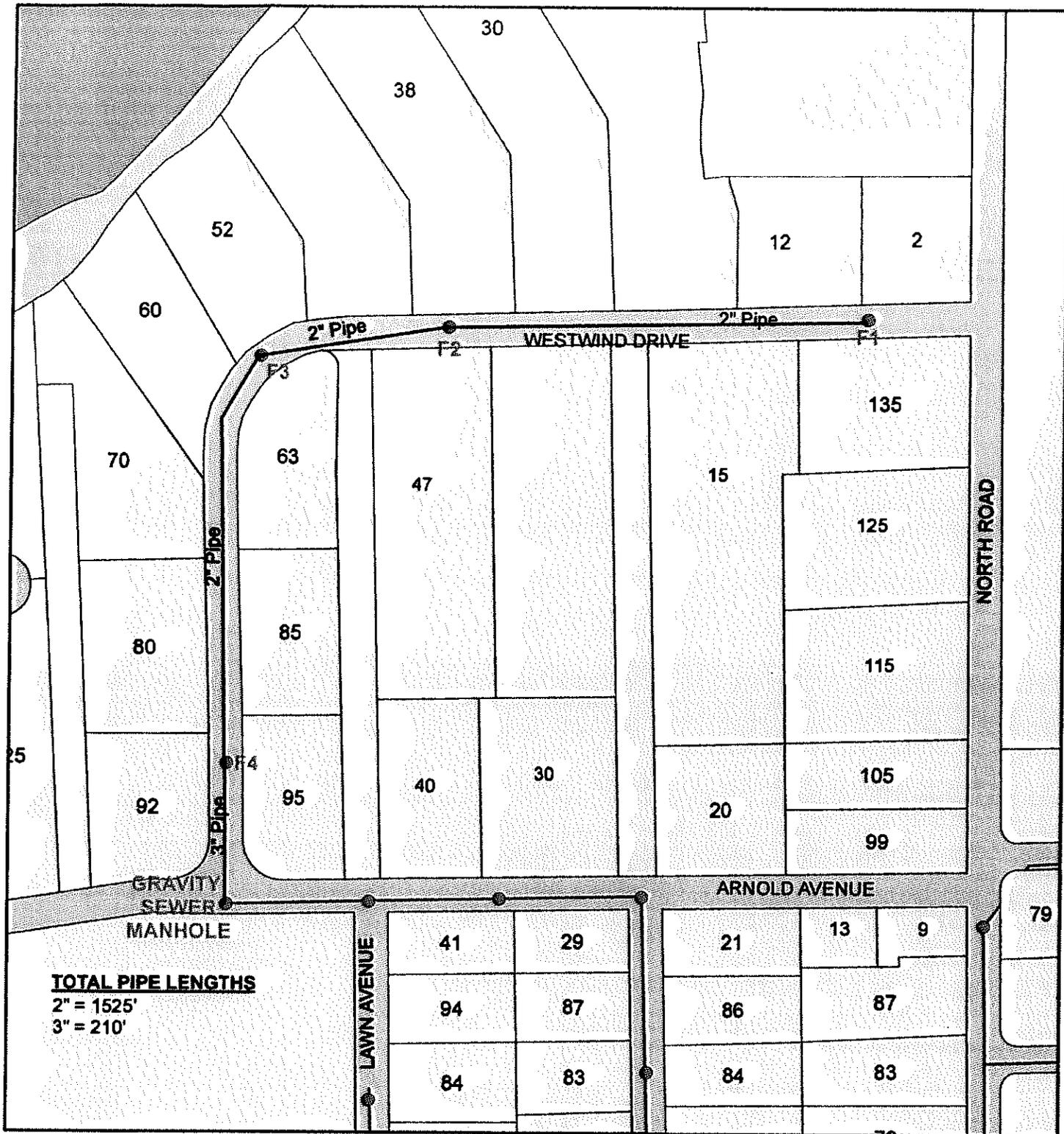
Our wastewater staff spoke to the Town of Narragansett Wastewater staff regarding their experience with low pressure forcemains. They stated that the residential forcemains in Narragansett have performed well with no major issues reported. We also spoke to David Fernandes of Fernco Services, a local sewage pump repair service company. They have been performing maintenance services on the pump stations in the Westwind Drive neighborhood for many years. David stated that he knows the system well and that all of his calls were for maintenance of the pump systems on the individual properties and not on the sewer forcemain in Westwind Drive. He stated that forcemain piping requires little to no maintenance and that in most cases problems occur with the pump or controls.

If the Commission decides to take responsibility for the forcemain within Westwind Drive, I recommend that there be conditions for that approval:

1. The wastewater department does not have as-built plans of the system. We have the location of the sewer manholes in the street but not residential connections to the forcemain or the individual pump stations at each property. I recommend that an as-built be performed of the system. Each property owner will need to assist the surveyor with the location of the pump chamber and the service piping (if known) on their property.
2. The Town shall only be responsible for the forcemain piping and the four manholes with cleanouts in Westwind Drive.
3. Each property owner shall be responsible for their individual pump, controls, and service piping from their pump chamber to the connection with the forcemain piping in the street.
4. That each individual property owner has a maintenance service contract with a service provider who will be available for emergencies and general maintenance of their system.

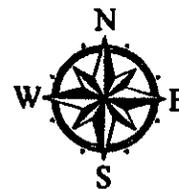
The clean-outs and valves will require maintenance and possibly repair. This work will require a contractor with experience in forcemain piping and the replacement of valves. All work will need to be coordinated with the homeowners so that the pump stations are not operating when the gate valve is removed and replaced.

The cost for the survey and valve replacement project is unknown and funding will need to be determined.



**THE TOWN OF JAMESTOWN
 PUBLIC WORKS DEPARTMENT**

Westwind Drive Sewer Location



1 inch = 200 feet

11



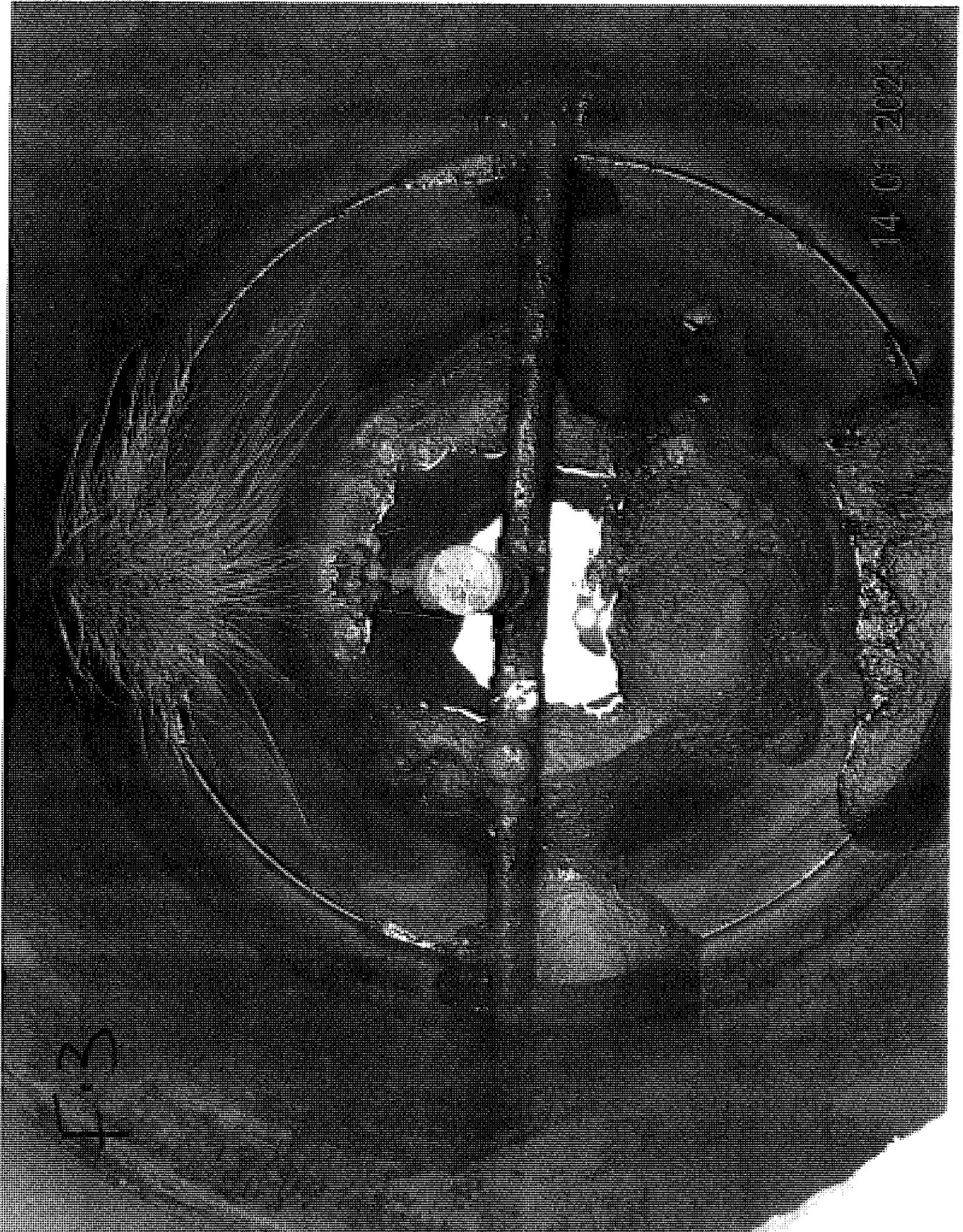
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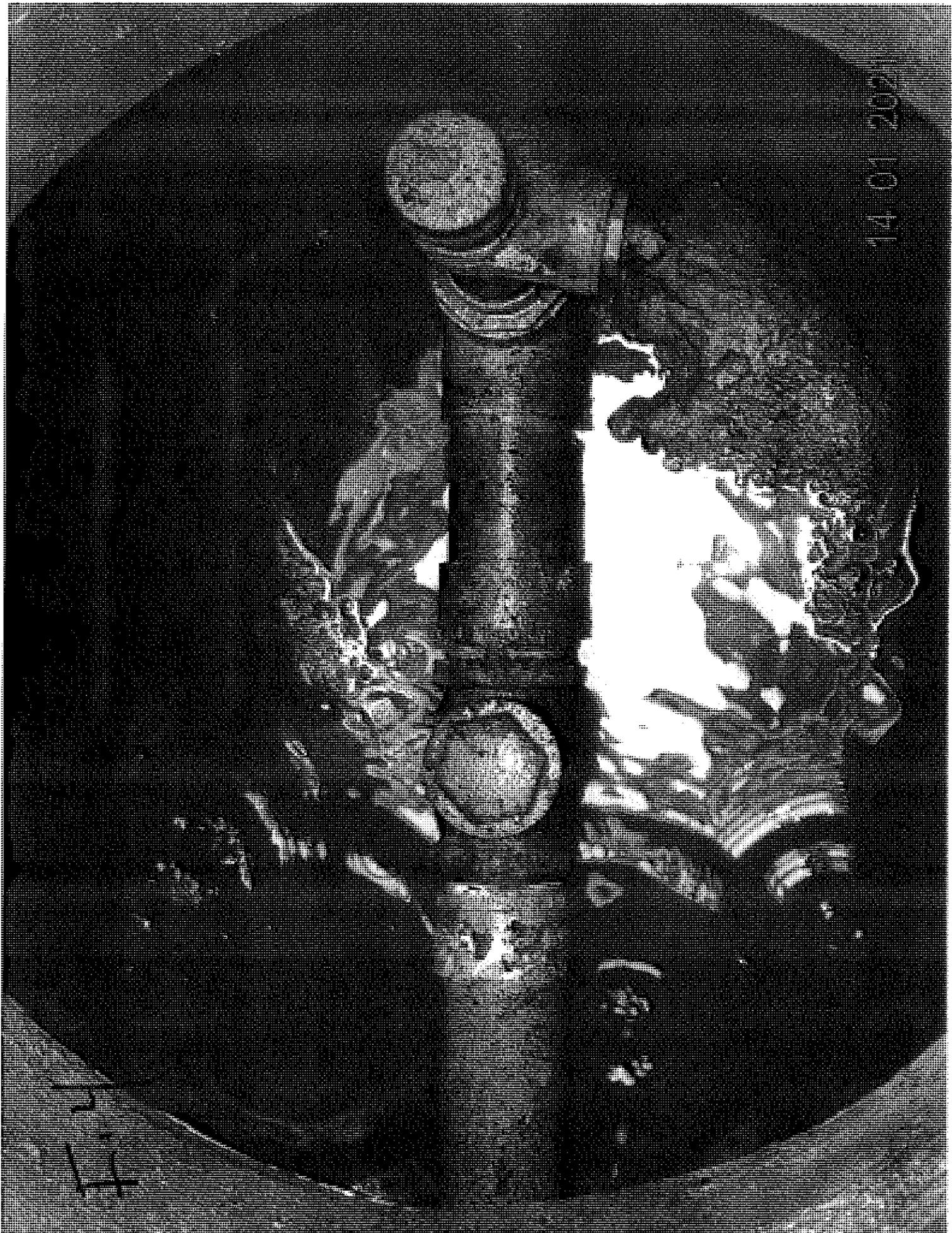
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Town of Jamestown
Town Administrator
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9805
Email: jhainsworth@jamestownri.net

Jamie A. Hainsworth
Town Administrator

MEMORANDUM TO: Honorable Town Council
FROM: Town Administrator, Jamie A. Hainsworth
DATE: January 13, 2021
SUBJECT: Sewer & Water Commissioners Meeting January 19, 2021

Request Jamestown Estates Homeowners Association, Sewer line Westwind Drive, Water and Sewer Commission agenda, Discussion and or action: At the December 7th Town Council meeting, we discussed the letter dated July 29, 2020 from the Jamestown Estates Homeowners Assoc., President Mr. Robert S. Powers. The letter is a formal request for the Town to assume ownership of the force main sewer line on Westwind Drive. The fourteen homes connect to the force main and all have individual pumps. A forced main is a pressure or pumped system unlike the traditional "gravity system". The system was installed pursuant to the 1985 agreement made between the developers; Jamestown Estates Inc and the Jamestown Water and Sewer Commissioners. The Administration has researched the 1985 arrangement in reviewing documents and has obtained information from then Town Administrator Mr. Robert Sutton. We know, the Town allowed the private sewer lines to be connected into the public system at the manhole on Arnold Avenue, where it meets the southern end of Westwind Drive. This is also where the public water and sewer district north line ends. The 1985 agreement allowed this private connection by the developer upon payment of \$85,000.00 to upgrade and attach their sewer line into the manhole within the Districts system. We have no evidence the Commission took any formal action in extending the sewer district boundaries to Westwind Drive. The Town has no record of inspections, obtaining any plans or any work on the sewer line under Westwind Drive.

Recommendation from Staff: If moving towards the Town taking responsibility for the main pipe in the street only, this wouldn't have much impact. However before making the final decision we recommend doing a full inspection & assessment to determine if any repairs or upgrades are needed. If so, evaluate the cost if any of assuming ownership. It should be noted there are other force main systems within the District the Town also has not taken ownership or responsibility for. Please see attachments, from 12/7/20 meeting.



Town of Jamestown
Town Administrator
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9805
Email: jhainsworth@jamestownri.net

Jamie A. Hainsworth
Town Administrator

MEMORANDUM TO: Honorable Town Council
FROM: Town Administrator, Jamie A. Hainsworth
DATE: November 23, 2020
SUBJECT: Sewer Line on Westwind Drive

As you may recall the Town Council Members and I received a letter from the Jamestown Estates Homeowners Association, addressed to the Town Council dated July 29, 2020 signed by Mr. Robert S. Powers, President of the Association. The letter is a formal request for the Town to assume formal ownership of the sewer line on Westwind Drive that connects fourteen (14) homes with individual pumps to a central line that carries the waste water to the Jamestown Sewer Commission District line on Arnold Avenue. Mr. Powers also attended the Water and Sewer Commissioners meeting on September 21, 2020 making the same request. Members of the Committee requested the Staff look into his request.

Upon researching this issue; The Administration has reviewed two letters from the Jamestown Sewer and Water Commission, signed by then Town Administrator Mr. Robert Sutton, Planning Board Minutes all from 1985 when the developer requested the connection to the Sewer line on Arnold Avenue. It is clear the Commission granted the request; however, there is no record in any of the Administrations findings that the Sewer Commission extended the District or accepted the sewer line.

The following is clear:

- The Sewer District ends on Arnold Avenue, there are no records indicating the Commission took action to extend the District line further north of Arnold Avenue.
- No mention/request in the minutes or in the letters affirming the District intended to take ownership of the sewer line on Westwind Drive.
- Letter dated December 16, 1985 the Commission granted the request for Jamestown Estates (developer) to connect the private sewer line into the public sewer district at the Arnold Avenue manhole.
- The developer paid the Commission \$85,000.00 for upgrades to the sewer lines & manhole on Arnold Avenue to accommodate the connection from Westwind Drive.

- Each Homeowner on Westwind Drive is held responsible to install, maintain and service their individual lift pumps.
- Letter dated June 19, 1986 confirms the agreement and payment of \$85,000.00 from the developer to the Commission for work by the Sewer Department on the inflow and infiltration on Arnold Avenue, also limits to fourteen homes equipped with their own pumping system, all upon final approval by the Planning Commission.
- Stipulates any/all additional work for this subdivision is the responsibility of the developer.
- No maintenance has been performed on these lines by the Sewer Division.
- Agreement all future owners would not request public water extensions.

I have interviewed and obtained a statement of fact (attached) from Mr. Robert W. Sutton Jr., Former Town Administrator who served in that capacity from 1975 to 1992. He was very clear in stating when it was agreed to allow the fourteen proposed sub division lots on Westwind Drive to connect to the sewer system on Arnold Avenue, the Town was not taking ownership of any lines or pumps on Westwind Drive.

The meeting minutes do not reflect the Commission taking ownership of the forced main on Westwind Drive. Information from the Planning Board, Water and Sewer Commission and letters do indicate all pump systems would be privately owned. The Commission has not taken formal action on ownership of the forced main or extending the District's boundaries to include Westwind Drive.

Attachments:

Minutes of Sewer & Water Commission 12/16/1985

Letters (2) from Mr. Robert Sutton 12/16/1985 & 6/19/1986

Statement of facts from Mr. Robert Sutton 9/8/20

Map of Jamestown Sewer Commission District lines

Letter to Council by Jamestown Homeowners Assoc (JHA)/Mr. Powers 7/29/20

Affidavit from JHA by Mr. Matthew Marcello (developer- no date)

A regular meeting of the Board of Water & Sewer Commissioners was held on the above date at the Town Hall with the following members present: Councilmen Jerry McIntyre, Arthur Clarke, Kenneth Abrahamson, Anthony Vieira and Charlotte Richardson. Also present were Robert W. Sutton, Jr., Steven Goslee, Richard Z. Zimmermann, Therese Poisson.

Motion by Kenneth Abrahamson and seconded by Arthur Clarke to approve minutes of previous meeting.

Review of variance request for a variance from I.S.D.S. setback regulations. Town Administrator notified the Board that the Town had objected to issuance of variance. (Plat 14, Lot 153)

Request from Father Bolton and Dr. Yashar to extend water line approximately 200'. Motion by Jerry McIntyre and seconded by Arthur Clarke to agree to extend water line to Father Bolton due to hardship. Cost to be shared by both Father Bolton and Dr. Yashar. It was explained to the Board that the Bolton home was occupied and that the existing well had failed.

Arthur Murphy, representing Eugene Schiavone and the Bay Voyage, presented final proposal for looping water line from Bryer Avenue south on Conanicus Avenue to Emerson Road. Final contract agreement was to be worked out between Bay Voyage attorney and Quentin Anthony, Jr. Motion by Kenneth Abrahamson and seconded by Anthony Vieira to approve agreement after corrections had been made.

Matthew Marcello, representing Jamestown Estates, requested sewer extensions to 17 house lots. On the recommendation of Town officials, the Board approved the extension to Jamestown Estates under the following terms:

1. \$85,000 payment to the Board of Water & Sewer Commissioners, after final approval by the Jamestown Planning Commission.
2. Town would repair sewer line on Pemberton Avenue and construct new manhole at the intersection of Pemberton and Arnold Avenues.
3. All additional sewer work required for extension to Jamestown Estates would be responsibility of Jamestown Estates partnership.
4. Approval was for 17 house lots maximum, and each house is to be equipped with its own sewer pumping system.

Charlotte Richardson noted for the record that developers had assured the Town that individual wells for each of the 17 lots would provide the necessary amounts of water and that future owners would not be requesting public water extensions at some point in the future.

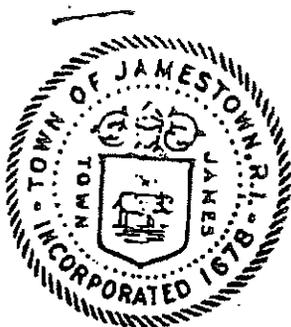
Mr. Peter Ryan reviewed with the Board the Board's original objection to the use of perimeter drains. After some discussion the Board agreed to amend original letter of objection to one of strong concern. Motion by Jerry McIntyre and seconded by Arthur Clarke to notify C.R.M.C. to amend original letter. (copy attached)

Board reviewed letter from Planning Commission regarding conversion of existing house to a three family dwelling.(Plat 9, Lot 267) Motion by Kenneth Abrahamson and seconded by Charlotte Richardson to approve 2 additional water services (total of 3) to existing home on the bases of owner committed to installing permanent water saving devices to all three residential units.

Town Administrator provided grant information on application to improve parking and beach facilities at Mackerel Cove. Motion by Kenneth Abrahamson and seconded by Charlotte Richardson to approve grant application to allow for restoration and conservation of Mackerel Cove area.

Mr. Steven Goslee reported back to the Board about condition of trees at the reservoir. He also reported that the Water Department would be initiating some action to preserve the trees, including cutting down some of the dead or dying trees.

Bills & Payroll Approved
Adjourned 9:45 PM



TOWN OF JAMESTOWN

P. O. Box 377

JAMESTOWN, RHODE ISLAND 02835

JET II

Town Hall - 423-0200
Town Offices - 423-0444

December 16, 1985

Jamestown Estates Inc.
Matthew T. Marcello III
1500 Fleet Center
Providence R.I. 02903

Dear Mr. Marcello

At the regular meeting of the Board of Water and Sewer Commissioners held on December 16, 1985 the Board unanimously agreed to accept your proposal to allow a pressurized sewer system to be extended into the proposed subdivision, JAMESTOWN ESTATES SECTION II. This extension was approved on the basis of those terms outlined in your letter to the Commission dated November 15, 1985 and discussed with you at the regular meeting on December 16, 1985.

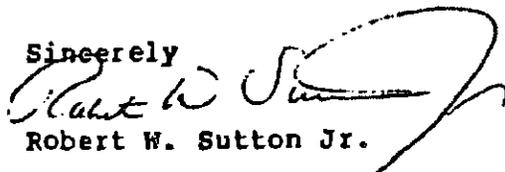
Specifically those terms are as follows:

1. Jamestown Estates Inc. will pay to the Town of Jamestown Sewer Division \$85,000 upon final approval of a subdivision located north of Arnold Ave and presently named Jamestown Estates Section II. This total payment will be made prior to the start of any construction.
2. The Town of Jamestown will rehabilitate the existing sewer line on Pemberton Ave. approximately 855 feet between the intersections of Watson Ave and Arnold Ave and will construct a new manhole at the intersection of Arnold Ave. and Pemberton Ave. This manhole will be constructed to accommodate the new sewer system extended from the Jamestown Estates subdivision.
3. The developers will at their own expense extend the sewer system from the above designated manhole to the individual house lots in the Jamestown Estates subdivision. This work will be approved by the Public Works Department prior to construction however the Town will assume no responsibility for the cost of this work.

4. The sewer system constructed will be consistent with those pumping systems developed by "Environment One" which require individual lift pumps in each house of the proposed subdivision, these pumps to be operated and maintained by the individual home owner.

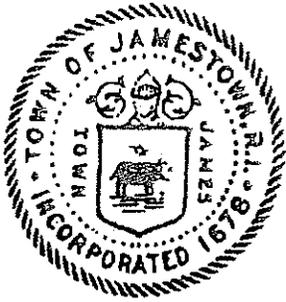
Based on these conditions the Town of Jamestown Water and Sewer Board approved extending the Sewer system. Thank you for your patience and if I can provide any additional information please do not hesitate to call upon me.

Sincerely

A handwritten signature in cursive script, appearing to read "Robert W. Sutton Jr.", written in dark ink.

Robert W. Sutton Jr.

Jamestown Estates II File



TOWN OF JAMESTOWN

P. O. Box 277

JAMESTOWN, RHODE ISLAND 02835

Town Hall - 423-0200

Town Offices - 423-0444

June 19, 1986

Mr. Peter Ryan
Island Engineering
65 North Road
Jamestown, Rhode Island

Dear Mr. Ryan

At the regular June 16th meeting of the Jamestown Board of Water and Sewer Commissioners the members voted unanimously to approve the revised plans for the Jamestown Estates Section II. This approval was based on the following conditions:

1. A payment of 85,000 dollars to the Town of Jamestown for the purposes of correcting inflow and infiltration problems in the public sewer system. This payment is to be made upon final approval of the subdivision by the Jamestown Planning Commission.
2. The Town will repair the sewer line on Pemberton Ave. and construct a new manhole at the intersection of Arnold Ave. and Pemberton Ave. All additional sewer work required for the extension of public sewers to the 14 lot subdivision would be the responsibility of the developer.
3. A maximum of 14 lot subdivision and each house is to be equipped with its own sewer pumping system.
4. Each of the 14 lots will have its own individual water supply and future owners would not request public water extensions.

If you have any questions, please call.

Sincerely,

Robert W. Sutton Jr.
Town Administrator

Statement of Fact

To: Jamie A. Hainsworth, Town Administrator

From: Mr. Robert W. Sutton Jr., Former Town Administrator

Date: September 8, 2020

Re: Westwind Drive, Sewer Lines

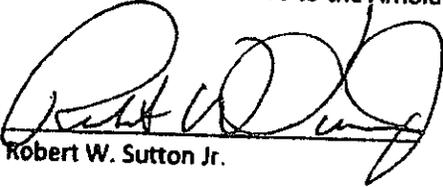
I, Robert W. Sutton, Jr. to hereby offer the following statement of facts.

During the years of 1975 and 1992 I served as the Town Administrator for the Town of Jamestown, Rhode Island. I have reviewed two letters signed by me, one dated December 16, 1985 and the other dated June 19, 1986 both letters were pursuant to a developer's request to connect a sewer line into the Towns Sewer District on Arnold Avenue for the purpose of creating house lots and a development on Westwind Drive, in Jamestown. I stand by my written words in those two letters.

At no time was there any discussion or agreement with the developer where the Town or I indicated any interest in expanding the Sewer line or District off Arnold Avenue or in this case onto Westwind Drive.

Further, I as the Town Administrator never proposed or was involved in any conversation with the developer that involved the Town taking public ownership of the extended sewer line or any indication that we planned to in the future. At no time did I have any conversation with the developer or did I indicate to the developer that the Town would accept public ownership of the sewer line extended by the developer on Westwind Drive to the Arnold Avenue connection.

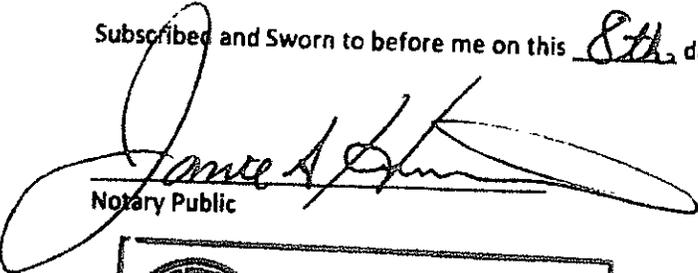
Signed:

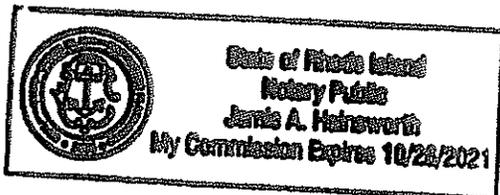

Robert W. Sutton Jr.

Date:

9/8/2020

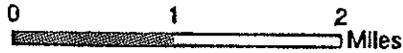
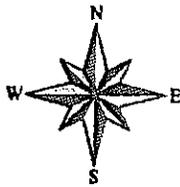
Subscribed and Sworn to before me on this 8th day of September, 2020.


Notary Public



THE TOWN OF JAMESTOWN RHODE ISLAND

APPENDIX A: JAMESTOWN URBAN WATER & SEWER DISTRICT

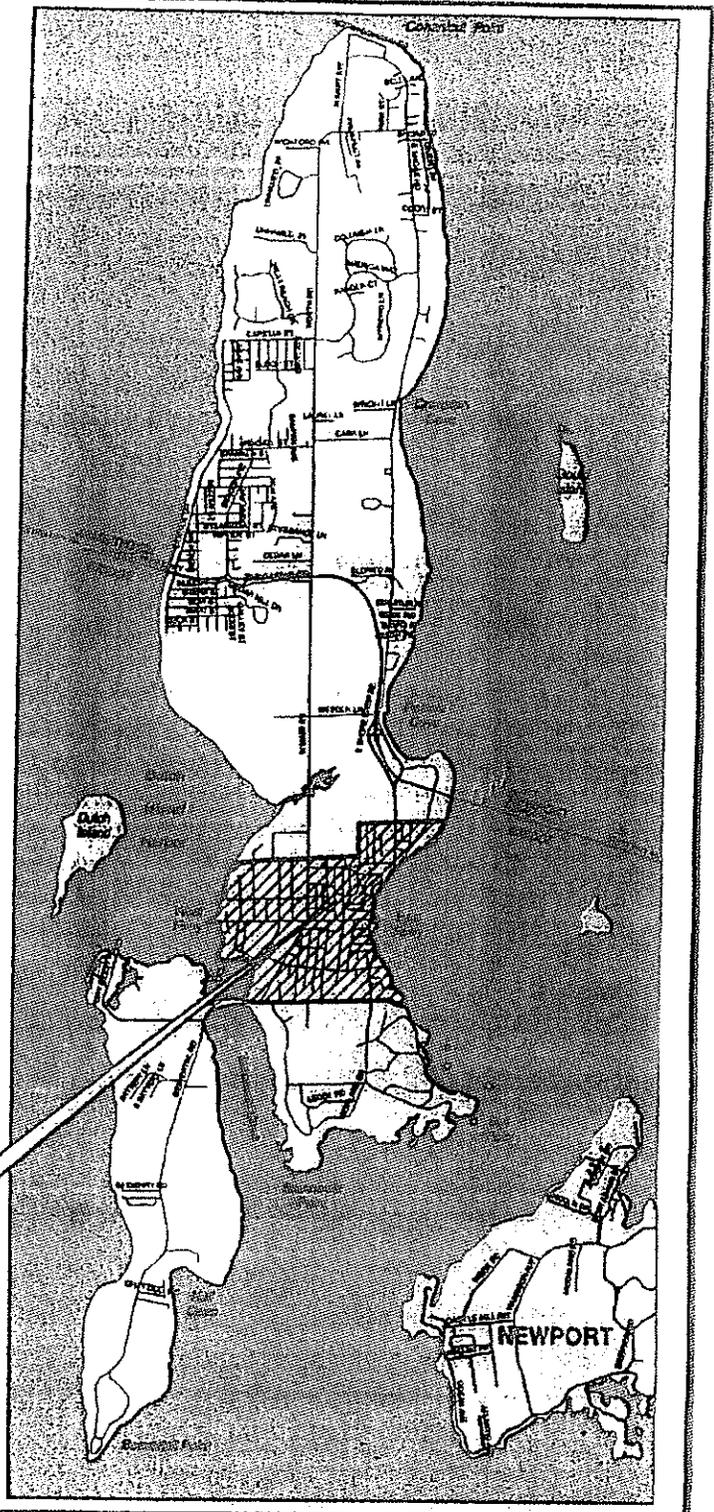


The information depicted on this map is for general planning purposes only. It may not be adequate for legal boundary definition or regulatory interpretation.

**URBAN WATER
& SEWER
DISTRICT**

Jamestown GIS
Department
JJ 11/24/09

RIGIS



**JAMESTOWN ESTATES HOMEOWNER'S ASSOCIATION
C/O ROBERT S. POWERS, PRESIDENT
30 WESTWIND DRIVE
JAMESTOWN, RI 02835**

July 28, 2020

Jamestown Town Council
Town of Jamestown
93 Narragansett Avenue
Jamestown, RI 02835

RE: Ownership of Westwind Drive Sewer Line

Dear Council Members:

The Jamestown Estates Homeowner's Association (the "JEHA") is comprised of 14 lot owners, all living along Westwind Drive. The purpose of this letter is to request that the Town Council formally declare that the existing sewer line on Westwind Drive (the "Sewer Line") is owned by and is therefore the responsibility of the Town of Jamestown, not JEHA. For several years, the JEHA has attempted to resolve this matter with the Town without success. The JEHA has conducted extensive due diligence on this matter. As set forth in this letter, there are numerous reasons why JEHA has concluded that the Town owns and is responsible for the Sewer Line. Any one of these reasons supports JEHA's finding.

First, as part of the review and consideration of the subdivision, the installation of a sewer line to service each of the 14 lots was presented to the Jamestown Board of Water and Sewer Commissioners (the "Sewer Board"). During an extensive review and approval process by the Sewer Board, there was no mention whatsoever in the Minutes of the various Sewer Board meetings or in the follow-up correspondence from Town Officials that the Sewer Line was to be anything other than part of the Town sewer system and owned by the Town. Specifically, the final approval by the Sewer Board for the Sewer Line does not include any provision that the individual lot owners are the owners of the Sewer Line. See the letters dated December 16, 1985 and June 19, 1986 attached.

Second, as part of our due diligence, the JEHA made an Access to Public Records Act request to the Town for all documents related to this issue. The JEHA performed a detailed review of those documents, and conspicuous by its absence is any suggestion, reference, note or other indicia of any kind that the Westwind Drive lot owners own the Sewer Line. Instead, there are multiple references to a payment made to the Town in the

amount of \$85,000 by the developers to rehabilitate the existing sewer line on Pemberton Avenue as part of the overall approval of the Sewer Line. See Affidavit from Matthew T. Marcello attached.

Third, none of the lot owner's deeds or any documents in the Town's Land Evidence Records contains any provision whatsoever regarding ownership of the Sewer Line by the individual lot owners.

Fourth, in addition to the official records being completely silent on the issue of ownership of the Sewer Line, common sense dictates that allowing a private sewer line to operate beneath a public road is a recipe for disaster. What happens when and if emergency repairs need to be made to the Sewer Line? Do the Westwind Drive lot owners need to seek approval from the Town? Where is that requirement documented? What is the procedure? One would think that the Sewer Board would have detailed these requirements as part of its approval of the Sewer Line if it was intended to be private.

Finally, it should be made clear that the Westwind Drive lot owners all pay the same sewer hookup fees as well as the annual usage fees as any other resident in the Town for being tied into the sewer. It once again defies common sense and goes against general principles of fairness that the Westwind Drive lot owners should pay the same costs and fees as other Jamestowners, yet apparently would not receive the same service if there was an issue with the Sewer Line.

For all of the above reasons, the JEHA, on behalf of all of the 14 Westwind Drive lot owners, respectfully requests that the Town formally declare that the Westwind Drive Sewer Line is owned by the Town and that the lot owners have no responsibility, financial or otherwise for the Sewer Line, other than payment of any applicable fees and usage charges assessed to all similarly situated Jamestowners. Given that this matter has lingered for too long and is potentially a shadow on the future sale of these properties, we ask the Town Council to provide its response as soon as possible. In the event that the Town is unwilling to accept ownership of the Sewer Line, the JEHA will have no other choice but to proceed with a declaratory judgment action against the Town to resolve this matter.

Thank you for your review and consideration of this matter. We would appreciate the opportunity to discuss this matter further. You may contact me at the above address or by email at r.powers@aipso.com.

JAMESTOWN ESTATES HOMEOWNER'S ASSOCIATION

A handwritten signature in black ink, appearing to read 'R.S. Powers', is written over a horizontal line.

By: Robert S. Powers
Its: President

**Cc: Jamie Hainsworth, Town Administrator via email at jhainsworth@jamestownri.net
JEHA Members via email**

STATE OF RHODE ISLAND
COUNTY OF NEWPORT

AFFIDAVIT

I, Matthew T. Marcello III, hereby state and swear based on personal knowledge to the following:

1. That I was one of the principal shareholders of Jamestown Estates, Inc., which was the developer of the subdivision on Westwind Drive in the mid-1980s through the sale of all 14 of the approved lots.
2. That I have personal knowledge of all of the permit reviews and approvals provided by the Town of Jamestown.
3. To the best of my knowledge today at no time during the review and approval of the sewer line for the 14 lots on Westwind Drive was there any agreement or condition mandated by the Town of Jamestown that the sewer line serving Jamestown Estates would be privately owned by the lot owners.
4. That the developers of Jamestown Estates, Inc. made a payment in the amount of \$85,000 in consideration of the Town of Jamestown approving the sewer line as a public sewer.



Matthew T. Marcello III



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: Jamie A. Hainsworth, Town Administrator
FROM: Christina D. Collins, Finance Director
DATE: August 12, 2021
SUBJECT: Budget to Actual- Water & Sewer

Attached is Budget to Actual report for the Fiscal Year 2021. The report contains the expenses that have been paid through June 30, 2021 for FY2021. As we continue to close out FY21 there will be additional expenses and adjustments made.

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

Budget vs Actual - Water
TOWN OF JAMESTOWN, RI
For 6/30/2021

Run: 8/12/2021 at 10:44 AM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
2102 7000 70100 00 Salary- Public Works Director	26,103.00	2,007.94	26,441.78	(338.78)	101.30
2102 7000 70102 00 Salary- Accounting	43,162.00	3,079.36	45,407.54	(2,245.54)	105.20
2102 7000 70103 00 Salary - Treatment Plant Operator	78,537.00	5,753.60	79,060.96	(523.96)	100.67
2102 7000 70104 00 Ass't Plant Operator w/longevity	73,435.00	5,230.40	74,194.54	(759.54)	101.03
2102 7000 70105 00 Salary - Plant Operator	60,798.00	4,676.81	61,577.62	(779.62)	101.28
2102 7000 70513 00 Treatment Plant Operator - OT	13,000.00	1,359.36	15,756.36	(2,756.36)	121.20
2102 7000 70514 00 Ass't Treatment Plant Operator OT	11,000.00	1,297.64	14,821.14	(3,821.14)	134.74
2102 7000 70515 00 Plant Operator- OT	8,000.00	613.83	9,738.29	(1,738.29)	121.73
7000 Salaries	314,035.00	24,018.94	326,998.23	(12,963.23)	104.13
2102 7001 70900 00 SOCIAL SECURITY TAX	24,024.00	1,811.83	22,653.66	1,370.34	94.30
2102 7001 70901 00 Blue Cross/Delta Dental	41,239.00	3,247.11	43,082.82	(1,843.82)	104.47
2102 7001 70902 00 Worker's Compensation	30,000.00	0.00	20,000.00	10,000.00	66.67
2102 7001 70903 00 Retirement System	31,250.00	7,138.88	35,715.21	(4,465.21)	114.29
2102 7001 70906 00 Life Insurance	620.00	55.80	669.60	(49.60)	108.00
2102 7001 70910 00 Clothing	1,500.00	1,324.31	1,808.67	(308.67)	120.58
7001 Benefits	128,633.00	13,577.93	123,929.96	4,703.04	96.34
7000/7001 Salaries & Benefits	442,668.00	37,596.87	450,928.19	(8,260.19)	101.87
2102 7005 70601 00 Maintenance	6,000.00	400.00	3,753.79	2,246.21	62.56
2102 7005 70606 00 ALARM LINES	2,500.00	531.82	3,124.53	(624.53)	124.98
7005 Reservoirs/Rights of Way	8,500.00	931.82	6,878.32	1,621.68	80.92
2102 7006 70601 00 Maintenance	1,000.00	0.00	1,964.85	(964.85)	196.49
2102 7006 70636 00 Wells- Electricity	10,000.00	1,799.44	10,535.86	(535.86)	105.36
7006 Wells	11,000.00	1,799.44	12,500.71	(1,500.71)	113.64
2102 7010 70008 00 Lab Supplies - Water	10,000.00	3,440.57	15,583.18	(5,583.18)	155.83
2102 7010 70631 00 Chemicals	50,000.00	11,012.33	56,617.27	(6,617.27)	113.23
2102 7010 70632 00 Heat	13,500.00	0.00	9,014.95	4,485.05	66.78
2102 7010 70633 00 Equip. Maintenance	30,000.00	4,310.56	48,314.78	(18,314.78)	161.05
2102 7010 70634 00 Professional Services	5,000.00	51.00	301.00	4,699.00	6.02
2102 7010 70635 00 Telephone	3,500.00	616.49	3,113.74	386.26	88.96
2102 7010 70636 00 Pumpout- Electricity	40,000.00	7,277.99	41,204.30	(1,204.30)	103.01
2102 7010 70637 00 Bldg Maint	8,000.00	959.01	12,903.79	(4,903.79)	161.30
2102 7010 70638 00 State Testing	10,000.00	1,578.58	11,130.00	(1,130.00)	111.30
2102 7010 70639 00 License Fees	6,000.00	0.00	4,092.00	1,908.00	68.20
2102 7010 70643 00 PUMP OUT TREATMENT PLANT	3,200.00	0.00	3,839.02	(639.02)	119.97
2102 7010 70645 00 WATER SLUDGE DISPOSAL	16,000.00	4,607.00	13,789.06	2,210.94	86.18
7010 Pump Station & Treatment Plant	195,200.00	33,853.53	219,903.09	(24,703.09)	112.66
2102 7011 70636 00 South Pond- Electricity	2,000.00	200.01	1,338.66	661.34	66.93
2102 7011 70637 00 South Pond Transfer Pump	3,300.00	1,717.04	1,717.04	1,582.96	52.03
7011 South Pond Pre-Treatment Bldg	5,300.00	1,917.05	3,055.70	2,244.30	57.65
2102 7012 70636 00 Water Tower- Electricity	3,000.00	186.13	1,423.95	1,576.05	47.47
2102 7012 70643 00 Water Tower - Maintenance	500.00	0.00	0.00	500.00	0.00
7012 Water Tower	3,500.00	186.13	1,423.95	2,076.05	40.68
2102 7013 70644 00 Vehicles Gas & Oil	1,500.00	76.83	869.89	630.11	57.99
2102 7013 70645 00 Repair and Maintenance	4,000.00	436.60	633.19	3,366.81	15.83
7013 Vehicles	5,500.00	513.43	1,503.08	3,996.92	27.33
2102 7020 70651 00 Clamps	1,000.00	0.00	2,133.61	(1,133.61)	213.36
2102 7020 70652 00 Pipe	5,000.00	750.27	3,598.30	1,401.70	71.97
2102 7020 70653 00 Backfill & Excavation	2,000.00	0.00	0.00	2,000.00	0.00
7020 Maintenance & Laterials	8,000.00	750.27	5,731.91	2,268.09	71.65
2102 7030 70661 00 Service Repairs	10,000.00	341.62	12,655.65	(2,655.65)	126.56
2102 7030 70663 00 New Services	5,000.00	598.00	882.72	4,117.28	17.65
7030 Water Division Services	15,000.00	939.62	13,538.37	1,461.63	90.26
2102 7040 70672 00 Supplies/Expenses	14,000.00	2,512.66	12,727.50	1,272.50	90.91
7040 Meters	14,000.00	2,512.66	12,727.50	1,272.50	90.91
2102 7050 70681 00 Hydrants- Maintenance	7,500.00	1,894.12	2,053.10	5,446.90	27.37
7050 Hydrants	7,500.00	1,894.12	2,053.10	5,446.90	27.37
2102 7060 70923 00 Billing	6,500.00	915.11	4,432.40	2,067.60	68.19
2102 7060 70924 00 Insurance	7,200.00	0.00	9,700.00	(2,500.00)	134.72

Budget vs Actual - Water
TOWN OF JAMESTOWN, RI
For 6/30/2021

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	%
					of Budget
2102 7060 70925 00 Audit	4,000.00	0.00	0.00	4,000.00	0.00
2102 7060 70926 00 Supplies	6,000.00	284.38	6,224.01	(224.01)	103.73
7060 Administration	23,700.00	1,199.49	20,356.41	3,343.59	85.89
2102 7070 70300 00 Water Debt	434,011.00	0.00	0.00	434,011.00	0.00
2102 7070 70940 00 Interest	19,269.00	0.00	153,046.50	(133,777.50)	794.26
7070 Debt Service	453,280.00	0.00	153,046.50	300,233.50	33.76
2102 7080 70800 00 Water- Capital	100,000.00	0.00	0.00	100,000.00	0.00
7080 Capital	100,000.00	0.00	0.00	100,000.00	0.00
2102 7081 70602 00 PLC FOR FILTERS	0.00	3,325.92	4,655.92	(4,655.92)	0.00
2102 7081 70603 00 Control Panel SCADA	0.00	0.00	20,288.77	(20,288.77)	0.00
2102 7081 70604 00 Distribution	0.00	164.00	30,070.56	(30,070.56)	0.00
2102 7081 71303 00 WATER MANAGEMENT PLAN	0.00	0.00	7,950.00	(7,950.00)	0.00
Total Expenses	0.00	3,489.92	62,965.25	(62,965.25)	0.00
Total Expenses	1,293,148.00	87,584.35	966,612.08	326,535.92	74.75

**Budget vs Actual - Sewer
TOWN OF JAMESTOWN, RI
For 6/30/2021**

Run: 8/12/2021 at 10:44 AM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
2103 7000 70100 00 Salary, Public Works Director	26,103.00	2,007.94	26,441.76	(338.76)	101.30
2103 7000 70101 00 Salary- Superintendent	80,781.00	5,753.60	80,962.11	(181.11)	100.22
2103 7000 70102 00 Salary, Clerical	40,571.00	3,079.36	45,407.50	(4,836.50)	111.92
2103 7000 70103 00 Salaries, Ass't Superintendent	73,435.00	5,230.41	73,487.97	(52.97)	100.07
2103 7000 70104 00 Salaries- Plant Operator	64,750.00	4,676.80	64,675.73	74.27	99.89
2103 7000 70111 00 Sewer- Temp Labor	8,500.00	0.00	0.00	8,500.00	0.00
2103 7000 70335 00 License- Contractual	1,800.00	0.00	1,800.00	0.00	100.00
2103 7000 70336 00 Clothing	1,500.00	2,030.31	2,230.31	(730.31)	148.69
2103 7000 70511 00 Wastewater Superintendent - OT	9,000.00	0.00	12,019.66	(3,019.66)	133.55
2103 7000 70513 00 Ass't Superintendent - OT	9,000.00	1,483.02	16,354.67	(7,354.67)	181.72
2103 7000 70514 00 Plant Operator - OT	9,000.00	373.56	4,519.34	4,480.66	50.21
2103 7000 70900 00 Social Security Tax	23,917.00	1,309.17	21,626.06	2,290.94	90.42
2103 7000 70901 00 Blue Cross/Delta Dental	52,527.00	3,243.26	44,036.59	8,490.41	83.84
2103 7000 70902 00 Worker'S Compensation	10,000.00	0.00	8,000.00	2,000.00	80.00
2103 7000 70903 00 Retirement System	38,768.00	8,775.78	36,345.84	2,422.16	93.75
2103 7000 70906 00 Life Insurance	670.00	55.80	669.60	0.40	99.94
7000 Salaries	450,322.00	38,019.01	438,577.14	11,744.86	97.39
7000/7001 Salaries & Benefits	450,322.00	38,019.01	438,577.14	11,744.86	97.39
2103 7002 70001 00 Power- Electricity	42,000.00	6,721.05	41,251.14	748.86	98.22
2103 7002 70002 00 Chemicals	2,500.00	143.07	1,121.57	1,378.43	44.86
2103 7002 70003 00 Heat	9,500.00	524.12	7,838.25	1,661.75	82.51
2103 7002 70004 00 Water	2,000.00	536.18	2,165.78	(165.78)	108.29
2103 7002 70005 00 Chlorine	7,000.00	0.00	3,290.95	3,709.05	47.01
2103 7002 70006 00 Equipment Maintenance	24,000.00	2,451.70	36,173.65	(12,173.65)	150.72
2103 7002 70007 00 Misc. Supplies, Office, Cleani	10,000.00	916.84	8,754.71	1,245.29	87.55
2103 7002 70008 00 Lab Supplies	4,500.00	767.54	3,670.41	829.59	81.56
2103 7002 70009 00 Telephone	2,200.00	83.58	462.26	1,737.74	21.01
2103 7002 70010 00 Alarm Line- N.E.T.	7,000.00	1,298.71	6,569.43	430.57	93.85
2103 7002 70011 00 Sludge Composting	35,000.00	11,988.78	51,179.40	(16,179.40)	146.23
2103 7002 70012 00 Truck Operation & Maintenance	2,000.00	0.00	121.32	1,878.68	6.07
2103 7002 70013 00 Gas- Truck	2,500.00	140.25	1,347.41	1,152.59	53.90
2103 7002 70014 00 State Mandated Testing	26,000.00	4,189.25	26,577.80	(577.80)	102.22
2103 7002 70201 00 Professional Services - Legal	2,500.00	0.00	0.00	2,500.00	0.00
2103 7002 70315 00 Training Of Members	1,000.00	70.00	70.00	930.00	7.00
2103 7002 70600 00 Professional Services	2,000.00	0.00	0.00	2,000.00	0.00
7002 Wastewater Treatment Facility	181,700.00	29,831.07	190,594.08	(8,894.08)	104.89
2103 7003 70017 00 Pumping Station #3	5,000.00	387.69	5,362.16	(362.16)	107.24
2103 7003 70018 00 Pumping Station #1	25,000.00	3,124.50	21,158.58	3,841.42	84.63
2103 7003 70019 00 Pumping Station #2	11,000.00	1,689.06	10,999.89	0.11	100.00
2103 7003 70020 00 Pumping Station #4	750.00	100.42	660.73	89.27	88.10
7003 Pumping Stations	41,750.00	5,301.67	38,181.36	3,568.64	91.45
2103 7004 70598 00 Equipment Insurance	4,000.00	0.00	6,500.00	(2,500.00)	162.50
7004 Insurance	4,000.00	0.00	6,500.00	(2,500.00)	162.50
2103 7005 70021 00 Maintenance Sewer Mains	5,000.00	0.00	9,300.00	(4,300.00)	186.00
2103 7005 70504 00 Payment Of Principal - Town	25,844.00	5,310.00	10,110.00	15,734.00	39.12
2103 7005 70505 00 Payment Of Interest - Town	40,425.00	298.90	9,987.37	30,437.63	24.71
2103 7005 70605 00 Interest Payments	13,753.00	0.00	75,377.40	(61,624.40)	548.08
7005 Sanitary Sewers, Laterials & Mains	85,022.00	5,608.90	104,774.77	(19,752.77)	123.23
2103 7081 70801 00 Sewer Capital	60,000.00	0.00	21,821.65	38,178.35	36.37
7081 Capital Improvements	60,000.00	0.00	21,821.65	38,178.35	36.37
Total Expenses	822,794.00	78,760.65	800,449.00	22,345.00	97.28

**Town of
Jamestown, Rhode Island**

PO Box 377
Jamestown, RI 02835- 1509
Phone: (401) 423-7220
Fax: (401) 423-7229



Date: July 14, 2021

To: Board of Water and Sewer Commissioners

From: Michael Gray
Public Works Director

RE: Change of Use Application
Plat 9 Lot 207
53 Narragansett Avenue – Proposed Restaurant - former Bakers Pharmacy

Attached is an application of Our Table LLC/Marla Romash for a change of use at the above referenced property owned by Gino DiFante. The building was the former Bakers Pharmacy which also had mixed use of apartments and office space. The applicant is seeking approval for a new restaurant to be constructed within the existing building footprint. This use is allowed by right by the zoning ordinance in the commercial district. The proposed restaurant is also under review by the planning board and zoning board for a special use permit for serving of alcohol.

The proposed restaurant as shown on the plan provided will have 46 seats inside and 12 seats outside, a kitchen, bar and bathrooms. The restaurant will serve dinner only. The applicant has provided an estimate of 120,000 gallons per year as the demand for water usage based upon historical demand at J22 and Simpatieo in Jamestown. Based on the proposed seating capacity the demand would be 350 gallons per day which is about the typical daily demand for 3 houses in Jamestown on the water system.

I have attached a summary of the historical water use for the former Pharmacy Building. The billing summary shows water usage before and after the Pharmacy was closed. It appears that water usage was approximately 65 gallons per day.

The regulations allow for the change of use in the Urban District subject to conditions for low flow fixtures and consistency with system capacity as determined by the Commission. Presently the average day demand for the entire water system is 152,000 gallons per day (GPD). The Safe Yield for North Pond is 185,000 gallons per day based upon the study conducted in 2000. At full build out in the Urban district an additional

22,591 GPD will be added to our daily demand in the future, increasing the total to 174,591 gallons per day.

If approved by the Board, I recommend that the following conditions be included:

1. All fixtures and appliances meet low flow standards
2. The water services in the building have appropriate backflow devices
3. The sanitary sewer from the kitchen must be separated from the bathroom and domestic uses. The wastewater from the kitchen will require pre-treatment for fats, oils, and grease as required.

August 6, 2021

Gino DiFante
30 Bellevue Avenue
Newport, RI 02840

Re: 53 Narragansett Ave., Development Plan Review

Dear Mr. DiFante:

The application of Gino DiFante, 53 Narragansett Avenue was reviewed by the Planning Commission on August 4, 2021 and the Planning Commission hereby grants Development Plan approval based on the following finding of fact and subject to the following conditions of approval:

Findings of Fact:

1. The application was reviewed under the standards of Zoning Article 11 as a new use.
2. This application has been reviewed by the TRC on 6-16-21, 7-28-21 and by the Planning Commission on 7-7-21;
3. The applicant was represented by Chris Arner, AIA, and has provided the following information for the current application:
 - Plans entitled COMMERCIAL BUILDING 53 Narragansett Avenue, Jamestown, RI, Plat 9, Lot 207 dated 7-28-21:
 - Proposed (location) Site and Lighting Plan, Photographs, Parking Calculations, and;
 - Floor Plans, Zoning and Code Requirements;
4. The proposed improvements consist of:
 - a) Interior Improvements to the second and third floor, but no change in use. Conversion of the first floor from a Pharmacy/retail use to Restaurant/Office/Personal Service/Retail;
 - b) Exterior improvements including lighting, signage, rubbish collection, and parking compliance;
5. This property is located in the Commercial Downtown (CD) District. Restaurant, office, personal service and retail uses are permitted in the CD District. Restaurant with Liquor requires a special use permit. The Planning Commission finds this application is consistent with the Jamestown Comprehensive Plan.

6. The restaurant and additional uses as shown on the plans have shown to comply with parking based on proposed uses including a 46 seat inside restaurant. Therefore, there is adequate parking for the intended use, 27 on-site and 2 on street as permitted by Zoning Ordinance 82-1204J.
7. A joint trash receptacle area (dumpster) is provided for all site uses in the rear of the site.
8. Throughout the process, the direct abutter at 49 Narragansett - Plat 9 Lot 208 has provided comments and concern over the retaining wall leaning towards her property by 6 inches, the fence on top of the retaining wall needing repair and maintenance, providing curb stops, noise from proposed outdoor dining, inappropriate lighting, on-site liquor nuisances, and trash location;
9. The applicant has committed to no smoking outside on the premises; and,
10. The applicant has revised the application to include No outdoor dining.

Conditions of Approval:

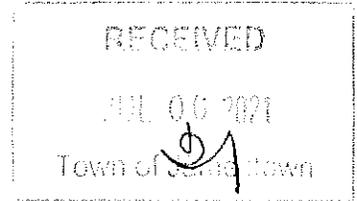
1. The site improvements shall be built in strict accordance with the plans referenced above, including:
 - a. Prior to final approval, It should be concluded whether the fence on the eastern property line is structurally sound and replaced and/or painted on both sides if necessary;
 - b. Prior to the certificate of occupancy, the building official will insure lighting compliance with Zoning Ordinance Sec. 82-312;
2. A Special Use Permit is required for liquor service;
3. A liquor license is required for serving liquor;
4. Board of Water and Sewer Commissioners approval is needed prior to a building permit;
5. A final lighting distribution plan, using a parking lot standard of 2 foot candles, shall be approved administratively prior to final approval; and,
6. Final Development Plan Approval shall be granted administratively when all conditions of approval are satisfied and the Special Use Permit has been granted by the Zoning Board of Review.

Sincerely,

Duncan Pendlebury, Vice Chair
Jamestown Planning Commission

C: William Moore, Building Official
Jamestown Board of Water and Sewer Commissioners
Jamestown Town Council
Jamestown Planning Commission

Board of
Water and Sewer Commissioners
TOWN OF JAMESTOWN, RHODE ISLAND 02835



APPLICATION FOR UTILITY SERVICE EXPANSION/CHANGE OF USE

COMPLETED BY APPLICANT

DATE: 07 / 06 / 21

owner: Gino DiFante

Rural Water District
 Urban Water District

Applicant:

Name: OUR TABLE LLC
MARLA ROMASH

Email: ourtablejamestown@gmail.com
marlaromash@gmail.com

Address: 34 CLINTON AVE
JAMESTOWN RI
02835

Phone: 301-919-8807

Plat: 9 Lot: 207
53 Conanicus Ave. Portion of
Zoning District: CD FIRST FLOOR.

Type of Service Being Requested:

Water Sewer

Use: Residential
(single family) _____

(multi family) _____

Commercial _____

Number of Units _____

Other _____

New Building _____

Existing Building _____

Existing Well _____

Existing ISDS _____

Does applicant own contiguous land?

Yes _____ No

Please provide detail description of proposed expansion/change of use and anticipated annual water consumption.

120,000/gal/yr
PROPOSED RESTAURANT APPROX 48 SEATS
DINNER ONLY SEEKING WINE & BEER LICENSE

X J--\$49.00 Recording Fee for Decision Letter. (Fee effective 11/12/07 per RIGL 34-13-7)
This fee is due at the time the application is filed with this office. If the application is not approved by the Board of Water and Sewer Commissioners the fee will be returned to the applicant.

Applicant agrees to take water and sewer service in full compliance with the rules and regulations of the Commission. Applicant agrees to accept all cost associated with the requested service connection. In addition, applicant agrees to pay \$3000. for Water Service Connection fee and \$3000 for Sewer Service Connection fee and any other applicable water or sewer fees. All work according to approved plans and specifications. The Town of Jamestown will inspect all work before final acceptance.

RECEIVED
Received 4900 cash
06 20 21
Town of Jamestown

Date: 7.06.21

Applicants Signature: [Signature]

Owners Signature: [Signature]

Approval by the Board of Water and Sewer Commissioners:

Commission President

Date _____

ALL NOTE: Regular meetings of the Board of Water and Sewer Commissioner are held once monthly. Meetings are held at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue, Jamestown, RI. This meeting location is accessible to the physically challenged. Hearing or speech impaired individuals requiring the services of an interpreter should call 1-800-745-5555 or 423-1212 not less than 3 business days prior to this meeting.

- The following information is requested by the Federal Government in order to monitor our compliance with various civil rights laws. You are not required to furnish this information, but are encouraged to do so. The law requires that we may not discriminate based upon this information, nor whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations we are required to note the race and sex on the basis of visual observation or surname. If you do not wish to furnish the above information, please check the box below.

I do not wish to furnish this information _____

Race/National Origin:

American Indian or Alaskan Native _____

Asian or Pacific Island _____

White, not of Hispanic origin _____

Black, not of Hispanic origin _____

Hispanic origin _____

Other (specify) _____

Sex:

Female _____

Male _____

Account Information

Account Status: Active
 Account Number: 01-008019
 Utility Billing Address:
 DIFANTE, GINO
 30 BELLEVUE AVENUE
 NEWPORT RI 02840

*1st Floor
 Former
 Pharmacy
 Closed May
 2019*

Parcel ID: 9:207
 Location: 53 NARRAGANSETT AVENUE
 Property Type: COMMERCIAL
 District: JAMESTOWN
 Business Type: DISTRICT 1
 Section:
 Billing Freq:
 Mtr. Number: 81167190
 Mtr. MIU

Water Billing History

Billing Roll	Read Type	Reading	Reading Date	Consumption	Total
2021-10-01 W/S	NONE	0	//	-706,000	\$-16,214.58
2021-07-01 W/S	ACTUAL	706,000	06/08/2021	7,000	\$300.75
2021-04-01 W/S	ACTUAL	699,000	03/08/2021	200	\$128.19
2021-01-01 W/S Sup	ACTUAL	698,800	02/17/2021	2,800	\$84.80
2021-01-01 W/S	ACTUAL	696,000	12/10/2020	4,000	\$216.13
2020-10-01 W/S	ACTUAL	692,000	09/08/2020	4,000	\$216.13
2020-07-01 W/S	ACTUAL	688,000	06/08/2020	5,000	\$227.74
2020-04-01 W/S	ACTUAL	683,000	03/10/2020	3,000	\$184.44
2020-01-01 W/S	ACTUAL	680,000	12/10/2019	4,000	\$206.09
2019-10-01 W/S	ACTUAL	676,000	09/09/2019	4,000	\$404.39
2019-07-01 W/S	ACTUAL	665,000	06/10/2019	9,000	\$332.94
2019-04-01 W/S	ACTUAL	656,000	03/08/2019	7,000	\$277.83
2019-01-01 W/S	ACTUAL	649,000	12/10/2018	9,000	\$332.94
2018-10-01 W/S	ACTUAL	640,000	09/10/2018	24,000	\$866.25
2018-07-01 W/S	ACTUAL	616,000	06/08/2018	13,000	\$437.83
2018-04-01 W/S	ACTUAL	603,000	03/09/2018	16,000	\$541.58
2018-01-01 W/S	ACTUAL	587,000	12/08/2017	13,000	\$437.83
2017-10-01 W/S	ACTUAL	574,000	09/12/2017	13,000	\$437.83
2017-07-01 W/S	ACTUAL	561,000	06/09/2017	8,000	\$294.11
2017-04-01 W/S	ACTUAL	553,000	03/09/2017	7,000	\$268.01
2017-01-01 W/S	ACTUAL	546,000	12/08/2016	10,000	\$348.95
2016-10-01 W/S	ACTUAL	536,000	09/09/2016	11,000	\$375.59
2016-07-01 W/S	ACTUAL	525,000	06/10/2016	10,000	\$345.25
2016-04-01 W/S	ACTUAL	515,000	03/09/2016	12,000	\$397.79
2016-01-01 W/S	ACTUAL	503,000	12/09/2015	10,000	\$345.25
2015-10-01 W/S	ACTUAL	493,000	09/14/2015	12,000	\$397.79
2015-07-01 W/S	ACTUAL	481,000	06/10/2015	13,000	\$415.58
2015-04-01 W/S	ACTUAL	468,000	03/11/2015	12,000	\$387.68
2015-01-01 W/S	ACTUAL	456,000	12/10/2014	12,000	\$387.68
2014-10-01 W/S Adj	ACTUAL	444,000	09/15/2014	11,000	\$9.07
2014-10-01 W/S	ACTUAL	444,000	09/15/2014	11,000	\$353.08
2014-07-01 W/S	ACTUAL	433,000	06/09/2014	13,000	\$393.19
2014-04-01 W/S	ACTUAL	420,000	03/10/2014	11,000	\$344.72
2014-01-01 W/S	ACTUAL	409,000	12/09/2013	10,000	\$320.48
2013-10-01 W/S	ACTUAL	399,000	09/11/2013	11,000	\$344.72
2013-07-01 W/S	ACTUAL	388,000	06/10/2013	14,000	\$399.60
2013-04-01 W/S	ACTUAL	374,000	03/11/2013	11,000	\$330.07

*Property -
 Transferred
 2/22/21*

*Pharmacy
 Closed
 5/2019*

*AVG
 5,750*

*AVG
 12,250*

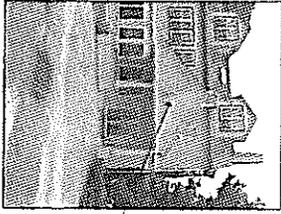
*AVG
 13,750*

*AVG
 12,781*

RECEIVED
 JUL 07 2021
 Town of Jamestown

1. The proposed building is a new structure to be constructed on the site of the existing building. The proposed building is a new structure to be constructed on the site of the existing building. The proposed building is a new structure to be constructed on the site of the existing building.

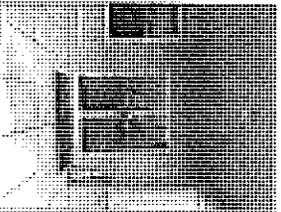
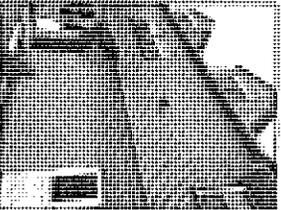
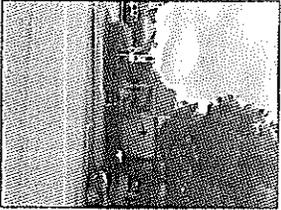
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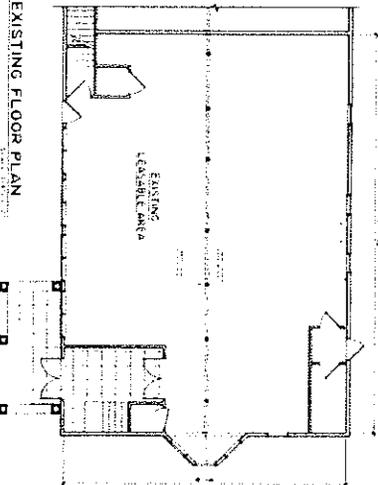
EXISTING COVERED ENTRY



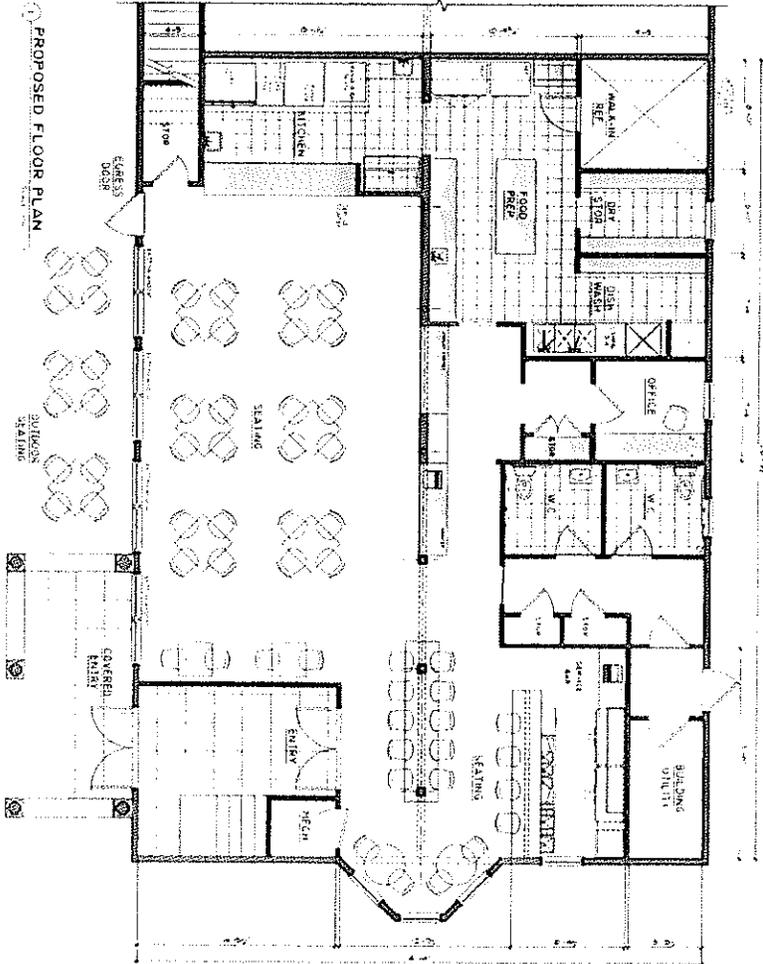
EXISTING COVERED ENTRY



EXISTING FLOOR PLAN



PROPOSED FLOOR PLAN



A1

FLOOR PLANS,
 ZONING AND CODE
 REQUIREMENTS

NOT FOR
 CONSTRUCTION

OUR TABLE
 RESTAURANT

53 HARRAGANSETT AVENUE
 JAMESTOWN, RI 02835

03-25-21 105 20' 0" JAMESTOWN PLANNING DEPT

CHRISTOPHER
 ARNER
 ARCHITECT

1 WASHINGTON SQUARE
 NEWARK, NEW JERSEY
 07102-2401
 WWW.OWARF.COM

COMPLETED BY PUBLIC WORKS/ENGINEERING DEPARTMENTS

Location of nearest water main NARRAGANSET AVE

sewer main NARRAGANSET AVE

Location of nearest fire hydrant ACROSS THE STREET

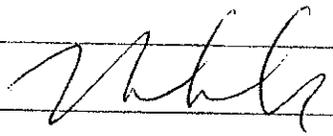
Size of water main 12"

Type and condition of main DUCTILE IRON - EXCELLENT

Water pressure at applicant's location 65 psi ±

Comments: SEE ATTACHED MEMO 7/14/21

Date 7/14/21

Signature/Title  DPW DIR.

COMPLETED BY PLANNING DEPARTMENT

Is request consistent with Comprehensive Community Plan? Please explain

This parcel is located in the Commercial Downtown (CD) zoning district. The main service area for the public water supply is the village area. The urban district is the area that has historically served as the main commercial and residential focus for the Island. Public services and facilities have traditionally been located in the village area. The proposed restaurant use is permitted by special use due to the request for alcoholic beverages. The TRC and Planning Commission have reviewed this application no recommendation has occurred due to lack of information. This will be heard again when additional information is submitted. Specific issues to be resolved include parking, lighting, signage, and outdoor seating/liquor. This application does not appear to be inconsistent with the Comprehensive Plan based upon the following Goals and Policy that are relevant to this application:

Public Services and Facilities Element

Goal #1 : Provide a high quality of public services to the community that protect the health, safety, and welfare of all residents.

Goal #2: Provide orderly and efficient arrangement of public services and facilities that support the existing and future needs of the community.

Policy #4: Manage growth to ensure there are adequate public services and facilities to accommodate Jamestown's growing population.

Potential for future subdivision? Please explain: This parcel of land (Plat 9, Lot 207) is developed (formerly Bakers Pharmacy) and currently partially vacant on the first floor. Based upon the location of the existing building, the size of the lot (approximately 16,000+ square feet) and the minimum lot size for the CD District (5,000 square feet), the only way this property would be subdividable is to demolish the existing building.

Date July 13, 2021 Signature/Title Lisa W. Bryer . Town Planner

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Town of Jamieson

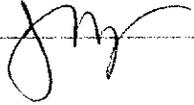
COMPLETED BY FIRE CHIEF

Request will or will not reduce the level of fire protection of the community? Please explain SPRINKLER SYSTEM EXISTING. WILL NEED TO

BE RE-CONFIGURED TO NEW DESIGN.

Fire Hydrants Required? Yes No

Date 7.7.2021

Signature/Title  CHIEF



Office of the Town Planner MEMORANDUM

TO: Zoning Board of Review
FROM: Lisa Bryer, AICP, Town Planner
RE: Application of 53 Narragansett Ave., Plat 9 Lot 207, Change of Use in the Jamestown Village Special Development district, Jamestown Zoning Ordinance Article 11, Development Plan Discussion, Review and Approval and Recommendation to Zoning Board on Special Use Permit for liquor
DATE: August 6, 2021

The application of Gino DiFante, 53 Narragansett Avenue was reviewed by the Planning Commission on August 4, 2021 and the Planning Commission hereby grants Development Plan approval based on the following finding of fact and subject to the following conditions of approval:

Findings of Fact:

1. The application was reviewed under the standards of Zoning Article 11 as a new use.
2. This application has been reviewed by the TRC on 6-16-21, 7-28-21 and by the Planning Commission on 7-7-21;
3. The applicant was represented by Chris Arner, AIA, and has provided the following information for the current application:
 - Plans entitled COMMERCIAL BUILDING 53 Narragansett Avenue, Jamestown, RI, Plat 9, Lot 207 dated 7-28-21:
 - Proposed (location) Site and Lighting Plan, Photographs, Parking Calculations, and;
 - Floor Plans, Zoning and Code Requirements;
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 - a) Interior Improvements to the second and third floor, but no change in use. Conversion of the first floor from a Pharmacy/retail use to Restaurant/Office/Personal Service/Retail;
 - b) Exterior improvements including lighting, signage, rubbish collection, and parking compliance;
5. This property is located in the Commercial Downtown (CD) District. Restaurant, office, personal service and retail uses are permitted in the CD District. Restaurant with Liquor requires a special use permit. The Planning Commission finds this application is consistent with the Jamestown Comprehensive Plan.
6. The restaurant and additional uses as shown on the plans have shown to comply with parking based on proposed uses including a 46 seat inside restaurant. Therefore, there is adequate parking for the intended use, 27 on-site and 2 on street as permitted by Zoning Ordinance 82-1204J.

7. A joint trash receptacle area (dumpster) is provided for all site uses in the rear of the site.
8. Throughout the process, the direct abutter at 49 Narragansett - Plat 9 Lot 208 has provided comments and concern over the retaining wall leaning towards her property by 6 inches, the fence on top of the retaining wall needing repair and maintenance, providing curb stops, noise from proposed outdoor dining, inappropriate lighting, on-site liquor nuisances, and trash location;
9. The applicant has committed to no smoking outside on the premises; and,
10. The applicant has revised the application to include No outdoor dining.

Conditions of Approval:

1. The site improvements shall be built in strict accordance with the plans referenced above, including:
 - a. Prior to final approval, It should be concluded whether the fence on the eastern property line is structurally sound and replaced and/or painted on both sides if necessary;
 - b. Prior to the certificate of occupancy, the building official will insure lighting compliance with Zoning Ordinance Sec. 82-312;
2. A Special Use Permit is required for liquor service;
3. A liquor license is required for serving liquor;
4. Board of Water and Sewer Commissioners approval is needed prior to a building permit;
5. A final lighting distribution plan, using a parking lot standard of 2 foot candles, shall be approved administratively prior to final approval; and,
6. Final Development Plan Approval shall be granted administratively when all conditions of approval are satisfied and the Special Use Permit has been granted by the Zoning Board of Review.

Town of Jamestown

Finance Department

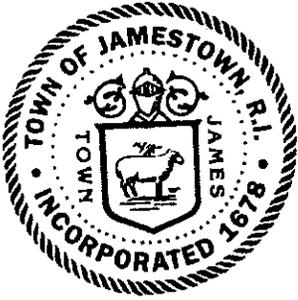
Town Hall

93 Narragansett Avenue

Jamestown, Rhode Island 02835-1199

401-423-9809 Fax 401-423-7229

Email: ccollins@jamestownri.net



To: Honorable Council Members

From: Christina D. Collins, Finance Director 

Date: August 11, 2021

Subject: 2021/2022 Water & Sewer Budget

Attached please find the proposed Water & Sewer budgets for fiscal year 2021/2022. FY2021 was an unusual year with higher billings than in previous years. This was attributed to increased demands due to COVID and the very dry conditions experienced during the summer months. We have started to see a decrease in the June billing as well as pumping in July 2021.

The Water budget as presented includes additional expenses of \$71,368 or a 5.52% increase in the operating costs for the Water department. Proposed increases include costs for personnel (\$20,267 or 4.58%). Overtime adjustments were required to reflect expenses. Material, equipment maintenance and chemical line items were increased due to price increases. Debt service was increased (\$49,131 or a 10.84%), to reflect both principal and interest for the Dam repair as well as interest for the water tank painting which we anticipate starting in early spring of 2022. The proposed budget will require an increase of 5% for metered excess water and a 5% increase on minimum in advance for the next fiscal year.

The Sewer budget as presented includes additional expenses of \$40,084.00 or a 4.87% increase in the operating cost for the Sewer department. The proposed increases include costs for personnel/benefits (\$40,540 or 4.18%). Overtime adjustments were required to more closely reflect expenditures. The Treatment Plant is monitored 24/7 with mandatory coverage required on the weekend as well as call outs for alarms and storms. The proposed budget will require an increase of 5% (\$16.38 to \$17.20) in the rate for customers for the next fiscal year.

Attached is a summary of billing rates for water and sewer for the existing fiscal year and the proposed FY2021/2022 year. The annual increase is between 3.45% and 4.31% based on the tiered structure for gallons used and the increase for Sewer usage.

With operating costs continuing to increase, the rates as presented are required to operate the Facilities in accordance with State and Federal guidelines.

TOWN OF JAMESTOWN - WATER DIVISION

Proposed Budget

July 1, 2021 - June 30, 2022

<u>ACCOUNT NUMBER & DESCRIPTION</u>	<u>Actual FY19.20 6/30/2020</u>	<u>BUDGET FY20.21</u>	<u>PROPOSED FY21.22</u>	<u>FY20.21 YTD 6/30/2021</u>	<u>\$ Change Prev. Yr.</u>	<u>% Change Prev. Yr.</u>
OPERATING REVENUES						
2102 0000 40101 Metered Excess Water	323,768.77	365,381.00	410,011.00	417,467.96	44,630.00	12.21%
2102 0000 40402 Minimum Charge	534,540.04	561,267.00	587,169.00	559,395.18	25,902.00	4.61%
2102 0000 40403 Fire Protection Charges	170,000.00	170,000.00	170,000.00	170,000.00	0.00	0.00%
2102 0000 40408 Income From New Services	20,550.00	15,000.00	15,000.00	22,100.00	0.00	0.00%
2102 0000 40409 Miscellaneous Income	9,871.92	17,000.00	17,000.00	6,667.77	0.00	0.00%
2102 0000 40415 Interest Income	2,358.59	3,500.00	3,500.00	3,546.01	0.00	0.00%
2102 0000 40420 Rental Water Tower	157,878.20	161,000.00	161,836.00	176,589.78	836.00	0.52%
40100 TOTAL REVENUES	1,218,967.52	1,293,148.00	1,364,516.00	1,355,766.70	71,368.00	5.52%
OPERATING SALARIES						
2102 7000 70100 Public Works Director	25,805.11	26,103.00	26,756.00	26,441.78	653.00	2.50%
2102 7000 70102 Accounting	43,029.26	43,162.00	44,411.00	45,407.54	1,249.00	2.89%
2102 7000 70103 Treatment Plant Oper w/long	78,403.01	78,537.00	82,512.00	79,060.96	3,975.00	5.06%
2102 7000 70104 Ass't Treat Plant Oper w/long	76,382.14	73,435.00	75,636.00	74,194.54	2,201.00	3.00%
2102 7000 70105 Plant Operator	56,932.82	60,798.00	62,608.00	61,577.62	1,810.00	2.98%
2102 7000 70513 Treatment Plant Oper - OT	13,735.53	13,000.00	15,000.00	15,756.36	2,000.00	15.38%
2102 7000 70514 Ass't Treatment Plant - OT	12,340.23	11,000.00	15,000.00	14,821.14	4,000.00	36.36%
2102 7000 70515 Plant Operator OT	9,586.34	8,000.00	10,000.00	9,738.29	2,000.00	25.00%
2102 7000 70339 License Yrly	1,800.00	0.00	1,800.00	0.00	1,800.00	#DIV/0!
2102 7000 70501 Water Charge Backs	427.88	0.00	0.00	0.00	0.00	#DIV/0!
7000 Salaries	318,442.32	314,035.00	331,923.00	326,998.23	17,888.00	5.70%
2102 7001 70900 Social Security	20,636.53	24,024.00	25,392.00	22,653.66	1,368.00	5.69%
2102 7001 70901 Blue Cross/Delta Dental	42,266.09	41,239.00	46,700.00	43,082.82	5,461.00	13.24%
2102 7001 70902 Worker's Compensation	30,000.00	30,000.00	20,000.00	20,000.00	-10,000.00	-33.33%
2102 7001 70903 Retirement Fund	40,550.20	31,250.00	36,750.00	35,715.21	5,500.00	17.60%
2102 7001 70906 Life Insurance	669.60	620.00	670.00	669.60	50.00	8.06%
2102 7001 70910 Clothing Allowance	1,799.95	1,500.00	1,500.00	1,808.67	0.00	0.00%
7001 Benefits	135,922.37	128,633.00	131,012.00	123,929.96	2,379.00	1.85%
7000/7001/7002 SALARIES/BENEFITS	454,364.69	442,668.00	462,935.00	450,928.19	20,267.00	4.58%
2102 7005 70601 Maintenance	8,690.08	6,000.00	6,000.00	3,753.79	0.00	0.00%
2102 7005 70606 Alarm Lines	2,491.49	2,500.00	2,500.00	3,124.53	0.00	0.00%
7005 Reservoirs/Rights of Way	11,181.57	8,500.00	8,500.00	6,878.32	0.00	0.00%
2102 7006 70601 Maintenance	521.42	1,000.00	1,000.00	1,964.85	0.00	0.00%
2102 7006 70636 Electricity	9,550.45	10,000.00	10,000.00	10,535.86	0.00	0.00%
7006 Wells	10,071.87	11,000.00	11,000.00	12,500.71	0.00	0.00%
2102 7010 70008 Lab Supplies	10,429.13	10,000.00	12,500.00	15,583.18	2,500.00	25.00%
2102 7010 70631 Chemicals	50,337.64	50,000.00	55,000.00	56,617.27	5,000.00	10.00%
2102 7010 70632 Heat	10,195.67	13,500.00	12,000.00	9,014.95	-1,500.00	-11.11%
2102 7010 70633 Equipment Maintenance	23,646.03	30,000.00	40,000.00	48,314.78	10,000.00	33.33%
2102 7010 70634 Professional Services	745.00	5,000.00	5,000.00	301.00	0.00	0.00%
2102 7010 70635 Telephone	3,502.63	3,500.00	3,500.00	3,113.74	0.00	0.00%
2102 7010 70636 Electricity	38,317.43	40,000.00	40,000.00	41,204.30	0.00	0.00%
2102 7010 70637 Building Maintenance	10,089.10	8,000.00	8,000.00	12,903.79	0.00	0.00%
2102 7010 70638 State Testing	9,260.45	10,000.00	11,000.00	11,130.00	1,000.00	10.00%
2102 7010 70639 License Fees	6,584.00	6,000.00	6,000.00	4,092.00	0.00	0.00%
2102 7010 70643 Pump Out Treatment Plant	3,120.00	3,200.00	3,500.00	3,839.02	300.00	9.38%
2102 7010 70645 Sludge Disposal	15,810.33	16,000.00	15,000.00	13,789.06	-1,000.00	-6.25%
7010 Pump Station & Treatment Plant	182,037.41	195,200.00	199,000.00	219,903.09	3,800.00	1.95%
2102 7011 70636 South Pond - Electricity	1,965.06	2,000.00	1,750.00	1,338.66	-250.00	-12.50%
2102 7011 70637 South Pond - Transfer Pump	0.00	3,300.00	3,000.00	1,717.04	-300.00	-9.09%
7011 South Pond Pre-Treatment Bldg	1,965.06	5,300.00	4,750.00	3,055.70	-550.00	-10.38%
2102 7012 70636 Water Tower - Electricity	1,317.18	3,000.00	2,000.00	1,423.95	-1,000.00	-33.33%
2102 7012 70643 Water Tower - Maintenance	0.00	500.00	500.00	0.00	0.00	0.00%
7012 Water Tower	1,317.18	3,500.00	2,500.00	1,423.95	-1,000.00	-28.57%
2102 7013 70644 Gasoline/Oil	1,055.83	1,500.00	1,500.00	869.89	0.00	0.00%
2102 7013 70645 Repairs/Maintenance	3,768.09	4,000.00	4,000.00	633.19	0.00	0.00%
7013 Vehicles	4,823.92	5,500.00	5,500.00	1,503.08	0.00	0.00%
2102 7020 70651 Clamps	422.52	1,000.00	1000.00	2,133.61	0.00	0.00%
2102 7020 70652 Pipe	3,940.34	5,000.00	5,000.00	3,598.30	0.00	0.00%
7020 70653 Backfill & Excavation	3,238.21	2,000.00	2,000.00	0.00	0.00	0.00%
7020 Maintenance & Laterals	7,601.07	8,000.00	8,000.00	5,731.91	0.00	0.00%

TOWN OF JAMESTOWN - WATER DIVISION
Proposed Budget
July 1, 2021 - June 30, 2022

<u>ACCOUNT NUMBER & DESCRIPTION</u>	<u>Actual FY19.20 6/30/2020</u>	<u>BUDGET FY20.21</u>	<u>PROPOSED FY21.22</u>	<u>FY20.21 YTD 6/30/2021</u>	<u>\$ Change Prev. Yr.</u>	<u>% Change Prev. Yr.</u>
2102 7030 70661 Service Repairs	11,456.54	10,000.00	10,000.00	12,655.65	0.00	0.00%
2102 7030 70663 New Services	7,767.45	5,000.00	5,000.00	882.72	0.00	0.00%
7030 Water Division Services	19,223.99	15,000.00	15,000.00	13,538.37	0.00	0.00%
2102 7040 70672 Supplies/Expenses	13,366.85	14,000.00	14,000.00	12,727.50	0.00	0.00%
7040 Meters	13,366.85	14,000.00	14,000.00	12,727.50	0.00	0.00%
2102 7050 70681 Maintenance	2,243.59	7,500.00	7,500.00	2,053.10	0.00	0.00%
7050 Hydrants	2,243.59	7,500.00	7,500.00	2,053.10	0.00	0.00%
2102 7060 70923 Billing	4,748.72	6,500.00	6,500.00	4,432.40	0.00	0.00%
2102 7060 70924 Insurance	7,200.00	7,200.00	7,920.00	9,700.00	720.00	10.00%
2102 7060 70925 Audit	4,000.00	4,000.00	3,000.00	3,000.00	-1,000.00	-25.00%
2102 7060 70926 Supplies & Training	5,769.11	6,000.00	6,000.00	6,224.01	0.00	0.00%
7030 Administration	21,717.83	23,700.00	23,420.00	23,356.41	-280.00	-1.18%
2102 7070 70350 Principal	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2102 7070 70940 Interest	111,859.68	0.00	0.00	153,046.50	0.00	#DIV/0!
Dam Repair (P&I) (\$550K)	10,000.00	9,625.00	27,280.00	0.00	17,655.00	183.43%
Water Tank Painting (\$1.5M) Int. only	0.00	6,000.00	41,250.00	0.00	35,250.00	587.50%
Membrane Filter	0.00	3,644.00	0.00	0.00	-3,644.00	-100.00%
2102 7070 70300 Transfer to \$6.2 Water Debt	0.00	434,011.00	433,881.00	0.00	-130.00	-0.03%
7070 Debit Service	121,859.68	453,280.00	502,411.00	153,046.50	49,131.00	10.84%
7080 70800 Infrastructure Replacement						
Fund/Capital Improvements	47,244.84	100,000.00	100,000.00	62,965.25	0.00	0.00%
7080 Total	47,244.84	100,000.00	100,000.00	62,965.25	0.00	0.00%
TOTAL EXPENSES	899,019.55	1,293,148.00	1,364,516.00	969,612.08	71,368.00	5.52%
TOTAL REVENUES	1,218,967.52	1,293,148.00	1,364,516.00	1,355,766.70	71,368.00	5.52%

**TOWN OF JAMESTOWN WATER DIVISION
PROPOSED OPERATING BUDGET
July 1, 2021- June 30, 2022**

NUMBER	ACCOUNT	PROPOSED 2021/2022	
70070940	Principal Due	\$342,000.00	
	Interest Due	\$91,880.80	\$433,880.80
	Income to offset Debt	\$433,880.80	

TOWN OF JAMESTOWN - SEWER DIVISION
Proposed Budget
July 1, 2021 - June 30, 2022

<u>ACCOUNT NUMBER & DESCRIPTION</u>	FY19.20	BUDGET		FY20.21	\$ Change	% Change
	YTD 6/30/2020	FY 20.21	PROPOSED FY21.22	YTD 6/30/2021		
OPERATING REVENUES						
2103 0000 40400 Sewer Line Frontage Assessmen	81,085.24	81,085.00	81,389.00	81,389.20	304.00	0.37%
2103 0000 40405 Inspection Fees	275.00	300.00	300.00	125.00	0.00	0.00%
2103 0000 40406 Sewer Use Sales	639,129.44	713,409.00	753,189.00	773,029.94	39,780.00	5.58%
2103 0000 40408 New Service Connect Fees	15,000.00	15,000.00	15,000.00	9,000.00	0.00	0.00%
2103 0000 40414 Dumping Fees	1,032.50	5,000.00	5,000.00	2,051.00	0.00	0.00%
2103 0000 40850 Golf Course Allocation	8,000.00	8,000.00	8,000.00	8,000.00	0.00	0.00%
40100 TOTAL REVENUES	744,522.18	822,794.00	862,878.00	873,595.14	40,084.00	4.87%
OPERATING EXPENSES						
2103 7000 70100 Public Works Director	25,805.11	26,103.00	26,756.00	26,441.76	653.00	2.50%
2103 7000 70101 Wastewater Super w/Long	77,421.42	80,781.00	84,869.00	80,962.11	4,088.00	5.06%
2103 7000 70102 Accounting w/Long	42,976.39	40,571.00	44,411.00	45,407.50	3,840.00	9.46%
2103 7000 70103 Asst. Super w/Long	71,680.59	73,435.00	75,636.00	73,487.97	2,201.00	3.00%
2103 7000 70104 Plant Operator w/Long	63,084.44	64,750.00	66,678.00	64,675.73	1,928.00	2.98%
2103 7000 70111 Sewer - Temp Labor	8,281.88	8,500.00	8,500.00	0.00	0.00	0.00%
2103 7000 70511 Wastewater Super OT	12,010.83	9,000.00	13,000.00	12,019.66	4,000.00	44.44%
2103 7000 70513 Asst. Superintendent OT	8,508.11	9,000.00	13,000.00	16,354.67	4,000.00	44.44%
2103 7000 70514 Plant Operator OT	9,671.00	9,000.00	10,000.00	4,519.34	1,000.00	11.11%
7000 Salaries	319,439.77	321,140.00	342,850.00	323,868.74	21,710.00	6.76%
2103 7000 70900 Social Security	20,993.21	23,917.00	26,228.00	21,626.06	2,311.00	9.66%
2103 7000 70901 Health & Dental	49,631.41	52,527.00	48,079.00	44,036.59	0.00	-8.47%
2103 7000 70902 Worker's Compensation	10,000.00	10,000.00	10,000.00	8,000.00	0.00	0.00%
2103 7000 70904 Retirement	43,581.20	38,768.00	38,000.00	29,604.06	-768.00	-1.98%
2103 7000 70906 Life Insurance	669.60	670.00	695.00	669.60	25.00	3.73%
2103 7000 70336 Clothing Allowance	1,627.00	1,500.00	1,500.00	2,230.31	0.00	0.00%
2103 7000 70335 License Fees	1,800.00	1,800.00	1,800.00	1,800.00	0.00	0.00%
7000 Benefits	128,302.42	129,182.00	126,302.00	107,966.62	-2,880.00	-2.23%
7000 TOTAL SALARY & BENEFITS	447,742.19	450,322.00	469,152.00	431,835.36	18,830.00	4.18%
2103 7002 70001 Power - Electricity	40,767.72	42,000.00	42,000.00	41,251.14	0.00	0.00%
2103 7002 70002 Chemicals	1,585.70	2,500.00	2,500.00	1,121.57	0.00	0.00%
2103 7002 70003 Heat	5,198.73	9,500.00	9,500.00	7,838.25	0.00	0.00%
2103 7002 70004 Water	2,158.20	2,000.00	2,000.00	2,165.78	0.00	0.00%
2103 7002 70005 Chlorine	6,061.47	7,000.00	7,000.00	3,290.95	0.00	0.00%
2103 7002 70006 Equipment Maintenance	25,306.37	24,000.00	30,000.00	36,173.65	6,000.00	25.00%
2103 7002 70007 Misc Supplies, Office Cleaning	9,451.52	10,000.00	10,000.00	8,685.92	0.00	0.00%
2103 7002 70008 Laboratory Supplies	902.97	4,500.00	4,500.00	3,670.41	0.00	0.00%
2103 7002 70009 Telephone	965.17	2,200.00	2,200.00	462.26	0.00	0.00%
2103 7002 70010 Alarm Lines	7,130.34	7,000.00	7,000.00	6,569.43	0.00	0.00%
2103 7002 70011 Sludge Composting	35,540.88	35,000.00	45,000.00	51,179.40	10,000.00	28.57%
2103 7002 70012 Truck Operation & Main.	1,827.06	2,000.00	2,000.00	121.32	0.00	0.00%
2103 7002 70013 Gas - Truck	538.30	2,500.00	2,500.00	1,347.41	0.00	0.00%
2103 7002 70014 State Mandated Testing	26,704.22	26,000.00	26,000.00	26,577.80	0.00	0.00%
2103 7002 70201 Professional Services - Legal	0.00	2,500.00	2,500.00	0.00	0.00	0.00%
2103 7002 70315 Training	300.00	1,000.00	1,000.00	70.00	0.00	0.00%
2103 7002 70600 Professional Services	3,000.00	2,000.00	2,000.00	0.00	0.00	0.00%
7002 Wastewater Treatment Facility	167,438.65	181,700.00	197,700.00	190,525.29	16,000.00	8.81%
2103 7003 70017 Pumping Station #3 (W Ferry)	4,559.57	5,000.00	5,000.00	5,362.16	0.00	0.00%
2103 7003 70018 Pumping Station #1 (Bayview)	21,759.41	25,000.00	25,000.00	21,158.58	0.00	0.00%
2103 7003 70019 Pumping Station #2 (Hamilton)	10,099.25	11,000.00	11,000.00	10,999.89	0.00	0.00%
2103 7003 70020 Pumping Station #4 (Maple)	638.02	750.00	750.00	660.73	0.00	0.00%
7003 Pumping Stations	37,056.25	41,750.00	41,750.00	38,181.36	0.00	0.00%
2103 7004 70598 Equipment Insurance	4,000.00	4,000.00	4,000.00	6,500.00	0.00	0.00%
7004 Insurance	4,000.00	4,000.00	4,000.00	6,500.00	0.00	0.00%
2103 7005 70021 Maintenance Sewer Mains	200.00	5,000.00	10,000.00	9,300.00	5,000.00	100.00%
2103 7005 70xxx Jet Vac Truck Lease	0.00	25,844.00	22,130.00	0.00	-3,714.00	-14.37%

TOWN OF JAMESTOWN - SEWER DIVISION
Proposed Budget
July 1, 2021 - June 30, 2022

<u>ACCOUNT NUMBER & DESCRIPTION</u>	FY19.20 YTD	BUDGET	PROPOSED	FY20.21 YTD	\$ Change	% Change
2103 7005 70xxx Sewer Truck (JP Morgan 2020)	0.00	5,895.00	8,321.00	4,800.00	2,426.00	41.15%
2103 7005 70xxx Slip Lining	0.00	40,425.00	39,825.00	9,402.85	-600.00	-1.48%
2103 7005 70xxx Pump Station	0.00	2,750.00	0.00	0.00	-2,750.00	-100.00%
2103 7005 70605 West Ferry Extension Notes	55,897.68	5,108.00	0.00	75,377.40	-5,108.00	-100.00%
7005 Sanitary Sewers, Laterals&Mains	56,097.68	85,022.00	80,276.00	98,880.25	-4,746.00	-5.58%
7081 70801 Capital Expense	19,833.27	60,000.00	70,000.00	21,821.65	10,000.00	16.67%
TOTAL EXPENSES	732,168.04	822,794.00	862,878.00	787,743.91	40,084.00	4.87%
TOTAL REVENUE	744,522.18	822,794.00	862,878.00	873,595.14	40,084.00	4.87%

0.00

**TOWN OF JAMESTOWN SEWER DIVISION
PROPOSED OPERATING BUDGET
July 1, 2021- June 30, 2022**

NUMBER	ACCOUNT	PROPOSED 2021/2022	
70070940	Principal Due	\$450,605.19	
	Interest Due	\$15,032.80	\$465,637.99
	Income to offset Debt	\$465,637.99	

CURRENT WATER RATES 2020/2021

**PROPOSED WATER RATES
FY2021/2022**

Water - Minimum in Advance- 5% inc.
Water- Excess Water - 5% inc.
Sewer - 5% inc.

	Unit	Rate	Qtrly Amount	Yrly.	Unit	Rate	Qtrly Amount	Yrly.	Yrly \$ inc.	Yrly % inc.
3,000/12,000 gallons										
Minimum in Advance	1	\$79.94	\$79.94	\$319.75	1	\$83.93	\$83.93	\$335.73	\$15.99	
Excess Water	0	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	
State Surcharge 1	3	\$0.11	\$0.32	\$1.26	3	\$0.11	\$0.32	\$1.26	\$0.00	
State Surcharge 2	3	\$0.17	\$0.50	\$2.00	3	\$0.17	\$0.50	\$2.00	\$0.00	
Sewer Charge- usage	3	\$16.38	\$49.14	\$196.55	3	\$17.20	\$51.60	\$206.39	\$9.84	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	3	\$6.49	\$19.47	\$77.88	3	\$6.49	\$19.47	\$77.88	\$0.00	
			\$187.38	\$749.52			\$193.84	\$775.34	\$25.83	3.45%
8,000/32,000 gallons										
Minimum in Advance	1	\$79.94	\$79.94	\$319.75	1	\$83.93	\$83.93	\$335.73	\$15.99	
Excess Water	3	\$7.10	\$21.29	\$85.18	3	\$7.45	\$22.36	\$89.43	\$4.26	
State Surcharge 1	8	\$0.11	\$0.84	\$3.37	8	\$0.11	\$0.84	\$3.37	\$0.00	
State Surcharge 2	8	\$0.17	\$1.33	\$5.32	8	\$0.17	\$1.33	\$5.32	\$0.00	
Sewer Charge- Usage	8	\$16.38	\$131.03	\$524.13	8	\$17.20	\$137.59	\$550.37	\$26.24	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	8	\$6.49	\$51.92	\$207.68	8	\$6.49	\$51.92	\$207.68	\$0.00	
			\$324.38	\$1,297.51			\$336.00	\$1,343.99	\$46.48	3.58%
13,000/52,000 gallons										
Minimum in Advance	1	\$79.94	\$79.94	\$319.75	1	\$83.93	\$83.93	\$335.73	\$15.99	
Excess Water	8	\$7.64	\$61.15	\$244.61	8	\$8.03	\$64.21	\$256.84	\$12.23	
State Surcharge 1	13	\$0.11	\$1.37	\$5.48	13	\$0.11	\$1.37	\$5.48	\$0.00	
State Surcharge 2	13	\$0.17	\$2.16	\$8.65	13	\$0.17	\$2.16	\$8.65	\$0.00	
Sewer Charge- usage	13	\$16.38	\$212.93	\$851.71	13	\$17.20	\$223.59	\$894.35	\$42.64	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	13	\$6.49	\$84.37	\$337.48	13	\$6.49	\$84.37	\$337.48	\$0.00	
			\$479.94	\$1,919.76			\$497.65	\$1,990.61	\$70.86	3.69%
16,000/64,000 gallons										
Minimum in Advance	1	\$79.94	\$79.94	\$319.75	1	\$83.93	\$83.93	\$335.73	\$15.99	
Excess Water	11	\$9.68	\$106.49	\$425.96	11	\$10.17	\$111.82	\$447.26	\$21.30	
State Surcharge 1	16	\$0.11	\$1.69	\$6.75	16	\$0.11	\$1.69	\$6.75	\$0.00	
State Surcharge 2	16	\$0.17	\$2.66	\$10.65	16	\$0.17	\$2.66	\$10.65	\$0.00	
Sewer Charge- usage	16	\$16.38	\$262.06	\$1,048.26	16	\$17.20	\$275.18	\$1,100.73	\$52.48	
Sewer Debt Flat Fee	1	\$38.02	\$38.02	\$152.08	1	\$38.02	\$38.02	\$152.08	\$0.00	
Sewer Debt Usage Fee	16	\$6.49	\$103.84	\$415.36	16	\$6.49	\$103.84	\$415.36	\$0.00	
			\$594.70	\$2,378.80			\$617.14	\$2,468.56	\$89.76	3.77%

JAMESTOWN WATER AND SEWER RATES

Minimum in advance:				
Meter size	Quarterly	Seasonal	Quarterly	Seasonal
Current Billing Rates			Proposed 5% inc.	
5/8"	\$79.94	\$319.74	\$83.94	\$335.73
3/4"	\$119.98	\$479.92	\$125.98	\$503.92
1"	\$149.02	\$596.02	\$156.47	\$625.82
1 1/2"	\$183.55	\$733.38	\$192.73	\$770.05
2"	\$239.10	\$956.38	\$251.06	\$1,004.20
3"	\$440.81	\$1,763.19	\$462.85	\$1,851.35
4"	\$663.51	\$2,654.06	\$696.69	\$2,786.76

Current Excess Water Rates: * per 1,000 gallons			Proposed
Minimum	Maximum	Rates	5% inc.
0	5,000	\$0.00	\$0.00
5,001	9,999	\$7.10	\$7.46
10,000	14,999	\$7.64	\$8.02
15,000	19,999	\$9.68	\$10.16
20,000	49,999	\$13.47	\$14.14
50,000	99,999	\$16.52	\$17.35
100,000	199,999	\$21.15	\$22.21
200,000	999,999,999	\$26.91	\$28.26

Excess Seasonal Water Rates: *per 1,000 gallons			Proposed
Minimum	Maximum	Rates	5% inc.
0	20,000	\$0.00	\$0.00
20,001	49,999	\$13.47	\$14.14
50,000	99,999	\$16.52	\$17.35
100,000	199,999	\$21.15	\$22.21
200,000	999,999,999	\$26.91	\$28.26

CURRENT SEWER RATES:		Proposed 5% inc.
Sewer use rate (per 1000 gallons):	\$16.38	\$17.20
Sewer flat rate for pump out: Flat B	\$189.54	\$199.02
Sewer flat rate for those without meters and without water: Flat A	\$75.89	\$79.68
Sewer metered rate for those without water (per 1000 gallons):	\$16.38	\$17.20
Sewer Debt Flat Fee:	\$38.02	
Sewer Debt Usage Fee (per 1000 gallons):	\$6.49	

Misc. Charges: No Change	Rates
Turn on/off (\$15. per service)	\$30.00
Install/Remove (\$50. per service)	\$100.00
Early Install/Remove (\$25. per service)	\$50.00
Sprinkler Charge (per unit)	\$0.18
Frozen Meter	\$125.00
Special Reading	\$20.00
Call out	\$150.00
Lien discharge recording fee	\$49.00

State Surcharge Rates - No Change
SC 1 .010540 per 100 gals.
SC 2 .016644 per 100 gals.

Town Council Meeting Minutes July 19, 2021

I. ROLL CALL

A regular meeting of the Jamestown Town Council was held on July 19, 2021. This meeting was held pursuant to Executive Order No. 20-05, executed by Governor Gina Raimondo and was teleconferenced via Zoom. The public access code to participate by phone was 1 (301) -715- 8592 or 1(312) - 626- 6799 or 1(833)-548-0276 Meeting ID 979 1669 2338. To participate by computer or mobile app: <https://zoom.us/j/97916692338>. Town Council Members present were as follows: Nancy A. Beye, Erik G. Brine, Mary Meagher, Michael G. White and Randy White. Also present Town Administrator Jamie A. Hainsworth, Finance Director Christina D. Collins, Town Solicitor Peter D. Ruggiero, Chief of Police Edward A. Mello, Town Planner Lisa Bryer, and Michael Gray Public Works Director.

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Council President Beye called the meeting of the Jamestown Town Council to order at 6:31 p.m. held via Zoom, and led the Pledge of Allegiance.

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

See Board of Water and Sewer Commissioners Meeting Minutes.

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

- A) Approval of Minutes; review, discussion and/or action and/or vote
 - 1) June 21, 2021 (regular meeting)

- B) Open Forum – Water & Sewer Matters
Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act, and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibits the Town Council from discussing, considering or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.
 - 1) Scheduled request to address - none
 - 2) Non-scheduled request to address

- C) Report of Town Officials:
 - 1) Pumping Report
 - 2) Town Project Reports
 - a) Town Wells
 - b) Water Treatment Plant
 - c) Transfer Pumping/Reservoir
 - d) Distribution System
 - e) Wastewater Treatment Facility
 - 3) Finance Director's Report: Comparison of Budget to Actuals as of June 30, 2021

- D) New Business
 - 1) Review, Discussion and/or Action and/or Vote regarding the Application of Our Table, LLC/Marla Romash (applicant) and Gino DiFante (owner) of 53 Narragansett Avenue, Plat 9 Lot 207 (a portion of the first floor), for Utility Service Expansion/Change of Use.
- E) The Town Council Adjourns from sitting as the Board of Water and Sewer Commissioners

A motion was made by Councilor M. White with second by Councilor R. White to open the Public Hearing. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

Vice President Meagher recused herself from IV. Public Hearings, Licenses and Permits, Agenda item A)

IV. PUBLIC HEARINGS, LICENSES AND PERMITS

The Town Council will review each license application and vote on it individually. All approvals for licenses and permits are subject to the resolution of debts, taxes and appropriate signatures as well as, when applicable, proof of insurance. Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

- A) Public Hearing: Review, Discussion and/or Action and/or Vote on the proposed Amendment to the Code of Ordinances, Chapter 70 Traffic and Vehicles, Article IV. Stopping, Standing and Parking Sec. 70-94 Designation of Residential Parking Streets. Petition by more than 51% of Union Street households to designate Union Street as a resident only overnight parking street. Through a public hearing, the Town Council may designate a street within a residential parking district as a residential parking street, provided a petition in a form suitable to the town clerk has been filed that has been signed by residents representing at least fifty-one (51) percent of the resident households with an address of the specific street within the residential parking district. Union Street designated as a resident only overnight parking street.

A motion was made by Councilor R. White with second by Councilor M. White to approve the application to designate Union Street as a resident only overnight parking street. Vote: President Beye, Aye; Vice President Meagher, Recused; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

Rebecca Drzal of 14 Union Street inquired to the time frame of the enforcement of the ordinance.

Chief Mello stated temporary signs could be posted in the next few days, a 3 - 4 day warning process of the change and then begin ticketing immediately.

A motion was made by Councilor M. White with second by Councilor Brine to adjourn from the Public Hearing. Vote: President Beye, Aye; Vice President Meagher, Recused; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

Vice President Meagher rejoined the meeting.

A motion was made by Councilor M. White with second by Vice President Meagher to convene as the Alcoholic Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

- B) Town Council Sitting as the Alcoholic Beverage Licensing Board
Notice is hereby given by the Town Council of the Town of Jamestown, being the Licensing Board in said Town as provided under Title 3, Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended.
- 1) Review, Discussion and/or Action and/or Vote for Renewal of Approval of Requests for Temporary Seasonal Expansion of Existing Liquor License Applications in accordance to R.I.G.L 3-5-17, for service and consumption areas valid with Special Event Application of the Chamber of Commerce for Dine Out Event in response to COVID- 19; with proposed Extension to August 17, 2021 unless revoked earlier:
 - a) KALI LLC dba: J22 Tap & Table, 22 Narragansett Ave.
 - b) Jamestown Beer Holdings LLC dba: The Generals Crossing, 34 Narragansett Avenue
 - c) Jamestown Locals LLC dba: Narragansett Café, 25 Narragansett Avenue
 - d) Johnny Angels Clam Shack LLC dba: Angels Kitchen, 23B Narragansett Avenue

A motion was made by Vice President Meagher with second by Councilor M. White to approve the Special Event Application of the Chamber of Commerce for Dine Out Event; with proposed Extension to August 17, 2021 for J22 Tap & Table, The Generals Crossing, Narragansett Café and Angels Kitchen. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

- 2) Review, Discussion and/or Action and/or Vote for Renewal of Approval of KALI LLC dba: J22 Tap & Table for Temporary Seasonal Expansion of Existing Liquor License Applications in accordance to R.I.G.L 3-5-17, for service and consumption areas to include property contingent on lease agreement with REGNUM LLC, located at 20 Narragansett Avenue; with proposed Extension to August 17, 2021 unless revoked earlier.

A motion was made by Vice President Meagher with second by Councilor M. White to approve the Temporary Seasonal Expansion of Existing Liquor License Application for service and consumption area to include property contingent on lease agreement with REGNUM LLC, located at 20 Narragansett Avenue; with a proposed Extension to August 17, 2021 unless revoked earlier. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

A motion was made by Vice President Meagher with second by Councilor M. White to adjourn sitting as the Alcoholic Beverage Licensing Board. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

C) Entertainment License Application: All entertainment license application approvals are subject to any and all COVID-19 protocols in affect at the time of license approval; Review, Discussion and/or Action and/or Vote on the following:

- 1) Applicant: Tallulah's Taqueria, LLC dba: Tallulah's Taqueria
Address: 35 Narragansett Avenue, Unit D

Discussion ensued.

A motion was made by Vice President Meagher with second by Councilor M. White to approve acoustic entertainment for Tullulah's Taqueria on Fridays and Saturdays, beginning on July 23, 2021 between the hours of 7:00 p.m. – 9:00 p.m. The entertainment license would be reviewed at the August 16, 2021 Town Council meeting. Vote: President Beye, Nay; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Nay

- 2) Applicant: Nine Corp. dba: Marina Café
Address: 3 East Ferry Wharf

Discussion ensued.

A motion was made by Councilor Brine with second by Councilor M. White to approve the Indoor Entertainment License for Nine Corp. dba: Marina Grill on the dates submitted by the applicant, between the hours of 7:00 p.m. – 10:00 p.m. Amplification allowed, but not to be streamed through outdoor speakers. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

A motion was made by Councilor Brine with second by Councilor M. White to approve the Outdoor Entertainment License for Nine Corp. dba: Marina Grill on the dates submitted by the applicant, limited to the hours of 7:00 p.m. – 9:00 p.m. with NO amplification allowed. This license will be reviewed at the August 16, 2021 Town Council meeting. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

D) Event/Entertainment License Application: All event/entertainment license application approvals are subject to any and all COVID-19 protocols in affect at the time of the event; Review, Discussion and/or Action and/or Vote on the following:

- 1) Applicant: Clean Ocean Access
Event: Ben Tuff Swim
Date: July 31, 2021
Location: Block Island/Beavertail Lighthouse/East Ferry/Veterans' Memorial Square
 - a) Memorandum of Clean Ocean Access Executive Director Dave McLaughlin explaining Ben Tuff's non-stop swim to raise awareness and funds to advance the work of Clean Ocean Access

A motion was made by Vice President Meagher with second by Councilor M. White to approve the Event Application for Clean Ocean Access use of East Ferry/Veterans' Memorial Square on July 31, 2021. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

- 2) Applicant: Jamestown Striper Club
Event: Annual Kids Fishing Derby
Date: August 7, 2021
Location: North Reservoir
 - a) Letter of Request from Jamestown Striper Club President Fred W. Brown for approval of the application

A motion was made by Vice President Meagher with second by Councilor R. White to approve the Event Application for the Jamestown Striper Club's Annual Kids Fishing Derby to be held on August 7, 2021. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

- 3) Applicant: William W. Smith, III
Event: 2021 Jamestown Hiroshima and Nagasaki Commemoration
Date: August 7, 2021
Location: Veterans' Memorial Square
 - a) Letter of Marcia A. Lindsay and William W. Smith, III requesting waiver of liability insurance

A motion was made by Vice President Meagher with second by Councilor M. White to approve the Event Application for the 2021 Jamestown Hiroshima and Nagasaki Commemoration to be held on August 7, 2021 at Veterans' Memorial Square and waive the requirement of liability insurance. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

- 4) Applicant: Rhode Island Turnpike and Bridge Authority
Event: Citizens Pell Bridge Run
Date: October 17, 2021
Location: East Shore Road/Freebody Drive/Newport Pell Bridge

A motion was made by Councilor Brine with second by Councilor M. White to approve the Event Application for the Citizens Pell Bridge Run to be held on October 17, 2021. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

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

Please Note the Following Items are Status Reports and Matters of Interest to the Council and are for Informational Purposes unless Indicated Otherwise and will be Acted upon in Accordance with Section 42-46-6 (b)

- A) Town Administrator's Report: Jamie A. Hainsworth
 - 1) Gould Island Cleanup Status
 - 2) Ocean Testing for Bacteria
 - 3) Open Meetings Act (OMA) and the Governor's Executive Order
 - 4) Appointment of an Alternative Administrative Officer to advise the Planning Commission on Comprehensive Planning Review of 91 Carr Lane (Consent Agenda Item)
 - 5) Opioid Court proceedings with Perdue Pharma, LLC (Consent Agenda Item)

Town Administrator reported on the following::

- The Army Corp of Engineers & Contractors have planned a cleanup for Gould Island this fall.
- Mackerel Cove Beach was closed on June 22 due to high levels of bacteria. Test results the following day were below the allowable limit and the beach was able to be reopened. Clean Ocean Access tests the bacteria levels in the ocean around Jamestown every Thursday. Their results had been showing high bacterial levels. It came to the attention of Clean Ocean access, the test kits they were using were for fresh water, not salt water, since then the test results have been coming back normal.
- Under the Open Meetings Act (OMA) all meetings scheduled after July 23rd, will require the governing body to meet in person and the public be allowed in the meeting room.
- An Alternative Administrative Officer is recommended, with the Town Council's approval, to advise the Planning Commission on the Comprehensive Planning review of 91 Carr Lane.
- Town Administrator Hainsworth asks the Town Council to ratify his vote of approval for a proposed settlement in the Purdue Pharma LLC opioid addiction case.
- Jamestown is the highest vaccinated community in the State. (over 80%)
- There have been 2 positive COVID-19 cases in Jamestown this past week.
- The RI Health Department has put (us) on alert of the increase of hospitalizations due to the Delta variant of COVID-19. Recommendations are for unvaccinated people to wear a mask. There is not a mandate as of yet but vaccinated or not, it is recommended to wear a mask when in a close environment. Continue washing your hands, safe distance yourself from others, stay outside as much as you can. 95% of the Delta variant cases were because of people not being vaccinated.

VI. UNFINISHED BUSINESS

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

- A) Review, Discussion and/or Action and/or Vote regarding use of the Municipal Parking Lot on Narragansett Avenue allowed by a previous vote of the Town Council at the December 21, 2021 regular meeting
 - 1) Memorandum of Agreement between the Town of Jamestown and the Jamestown Chamber of Commerce, Town Council Minutes excerpt, and communications from the Jamestown Chamber of Commerce

Discussion ensued.

Micheala Cohoon, Executive Director for the Jamestown Chamber of Commerce spoke to the challenges the restaurateurs have been enduring this season. Nationwide labor and supply shortages affected hours of operation. This led to the outdoor dining space being used less than anticipated.

The Art Pop-Ups being held in the Municipal Parking lot on Saturday mornings have been wonderfully successful.

There continues to be familiar lingering issues, parking and the weather, which has been less than ideal for outdoor dining.

After careful consideration, the Jamestown Chamber of Commerce Board would like to continue to use the Municipal Parking Lot thru the Labor Day Weekend.

Vice President Meagher thanked Michaela Cohoon for her efforts and stated Jamestown does not have a parking problem, it has a walking problem.

Councilor R. White was in agreement with Vice President Meagher and acknowledged the efforts that have been put in by Micheala Cohoon and Jackie Mignon, owner of J22 Tap & Table.

A motion was made by Councilor Brine with second by Councilor R. White to accept the Extension of the Memorandum of Agreement between the Town of Jamestown and the Jamestown Chamber of Commerce as it relates to the Municipal Parking Lot on Narragansett Avenue thru Labor Day Weekend. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

- B) Upcoming Meetings and Sessions – dates and times
 - 1) Town Council Regular Meeting – Monday, August 16, 2021 @ 6:30 p.m.
 - 2) Town Council Regular Meeting – Tuesday, September 7, 2021 @ 6:30 p.m.
 - 3) Town Council Regular Meeting – Monday, September 20, 2021 @ 6:30 p.m.

VII. NEW BUSINESS

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

- A) Review, Discussion and/or Action and/or Vote regarding the Planning Commission's Proposed Recommendation for Residences with Short Term Rentals
 - a) Memorandum of Town Planner Lisa W. Bryer

Town Planner Lisa Bryer gave a presentation on the proposed short term rental regulations.

- The first draft ordinance was developed in 2016 by the Ordinance Committee
- Town Council Directive in 2019 to investigate short term rental regulation
- Planner has been in contact with Host Compliance (a rental registration/compliance company) for several years
- Planning Commission has met multiple items to discuss this issue including meetings with Realtors and B&B owners
- Ordinance drafted in coordination with Attorney Brochu

- Goals:
 - To maintain neighborhood continuity, safety and high quality of life
 - Minimize negative impacts (nuisance issues) to town residents and neighborhoods from short term rentals while still allowing property owners the opportunity to utilize their dwelling for various rental purposes so long as certain standards are satisfied
 - Ensuring adequate water resources for residents
 - Preserving the residential balance between full time residents and visitors (transients)
 - Ensuring affordable housing opportunities are available as well as year-round rental opportunities
 - Not overburdening out town government with enforcement and record keeping related to rental regulation
- There are many issues and questions raised by Staff, Legal Council and the Planning Commission
- Pros of Short Term Rentals
 - Provides lodging options
 - Assists owner with housing costs
- Cons of Short Term Rentals
 - Reduces # of long term rentals
 - Neighborhood character impacts
 - Traffic/parking
 - Safety of neighborhood with high turnover
 - Noise
 - Water quantity ad Septic disposal
- Ordinance Provisions:
 - Definitions: The rental, lease or other contractual arrangement for the occupation of a dwelling unit, or portion thereof, by a tenant for residential and/or dwelling purposes, for any period of less than thirty (30) consecutive days. Short term rental shall not include duly licensed and permitted hotel, motel, bed and breakfast homes, and community residences.
 - Findings: to protect the public health, safety and welfare.
 - Applicability: Shall apply to all short term rental dwelling units with the Town of Jamestown except hotels, motels, bed and breakfast homes, and community residences.
 - Registration – Shall include a form **and** yearly fee \$
 - Inspection: 1) Building and 2) Fire
 - Standards:
 - Occupancy Limits (2 person/BR + 2 and subject to OWTS limits
 - One off street parking space per BR + 1 (may use frontage also). Capacity may be reduced based on parking available
 - Owners' obligations related to legal responsibility under the law, for noise, dogs, parking, trash, occupancy limits, contact info, posting requirements...
 - Local owner representative if owner is not local
 - In house posting of applicable ordinances such as noise, occupancy limits and important information such as trash pickup, recycling, water conservation etc.

- Enforcement, Implementation and Violations – including revocation of permit

Planning Commission Chair, Mike Swistak added one caution, if the Council should go forward with the proposed ordinance regulating short term rentals, it would be adding a layer of bureaucracy that would be a burden to the Town staff. There would be a registration process, inspections and an enforcement process.

Vice President Meagher questioned if we should be encouraging those who buy a property for the investment, just to promote short term rentals. It is not supportive of a neighborhood.

Vice President Meagher is supportive of Host Compliance, a rental registration/compliance company for short term rentals. Host Compliance recommends that the holder verifies residency on an annual basis.

Chief Mello stated there are more short term rentals this season. The complaints and quality of life issues that the residents are experiencing are noise, parking and the use of RV's to expand the property. Chief Mello believes the Council should decide if they want to regulate the short term rentals in some fashion or another. "How do you eat an elephant? One bite at a time." If we don't start biting away at it, this is going to be an elephant that we are not going to be able to address.

Lisa Bryer stated there are between 125 – 150 short term rentals on the island. The inspections would be a significant task for the Fire Department and the Building Inspector.

Mike Swistak reviewed the Planning Commissions discussion, saying the whole point was to get the process started, to understand through a registration process, how many short term rentals there are. Who was not going to want to participate in this process. Who's causing the problem? Making people accountable. If they are not living nearby, and there is a problem, there would be a point of contact on file. If the process is not started by the fall, you won't be able to get people registered for the start of the next season starting in April.

Solicitor Ruggerio suggested the Town Council schedule work sessions prior to drafting an ordinance.

A motion was made by Vice President Meagher with second by Councilor R. White for the Staff to continue working on refining the ordinance relating to Short Term Rentals. Continue the discussion at the August 16, 2021 Town Council meeting in anticipation of a Work Session in September and a Public Hearing in October. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

- B) Review, Discussion and/or Action and/or Vote for or regarding a Tax Abatement and/or Exemption

Discussion ensued.

Vice President Meagher would like to look at both existing and potential tax exemptions in Jamestown.

Vice President Meagher proposed the "What It Takes To Live Here" exemption, which strives to acknowledge the rise in the value of properties. This exemption would address the spiraling costs

in a broad, even handed, fair manner, offering to each property owner the same amount of exemption, regardless of the value of their property. The exemption amount would be in some relationship to the median assessed value of properties in Jamestown.

Councilor Brine agreed it was a perfect time to look into the exemptions especially with the property revaluations beginning.

Councilor M. White was in agreement also. He stated it's a long road, and we need to start gnawing on it.

President Beye agreed it bares looking into with the caveat that it should not include people who do not reside in Jamestown full time.

No action was taken.

- C) Review, Discussion and/or Action and/or Vote to schedule an Ethics Presentation by our Town Solicitors for Town Boards/Commissions/Committees (especially policy setting and/or receiving compensation)

Vice President Meagher thought this would be appropriate and a good refresher.

Solicitor Ruggiero will provide a schedule for the upcoming Ethics Presentation.

A motion was made by Vice President Meagher with second by Councilor R. White to send this letter with the edits the Solicitor feels are necessary to all of our Boards, Commissions and Volunteers. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

- D) Review, Discussion and/or Action and/or Vote regarding the number of Members for the Affordable Housing Committee, set at Eight (8) by vote of the Town Council at the June 21, 2021 regular meeting and consideration to returning to a Seven (7) member committee

A motion was made by Vice President Meagher with second by Councilor M. White to keep the Affordable Housing Committee Members at Eight (8) Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

VIII. ORDINANCES, APPOINTMENTS, VACANCIES AND EXPIRING TERMS

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

- A) Appointments, Vacancies and Expiring Terms; Review, Discussion, and/or Action and/or Vote to advertise the following Board/Commission/Committee vacancies:
 - 1) Jamestown Affordable Housing Committee (One [1] Member vacancy with a three-year term ending date of May 31, 2023)
 - 2) Jamestown Fire Department Compensation Committee (Two [2] Citizen-at-Large Representatives with an unexpired term ending date of May 31, 2023 and an unexpired term ending May 31, 2024)

- 3) Jamestown Housing Authority (Two [2] Commissioner vacancies with an unexpired five-year term ending date of December 31, 2024 and an unexpired five-year term ending date of December 31, 2025)
- 4) Jamestown Juvenile Hearing Board (One [1] Alternate vacancy with a two-year term ending date of December 31, 2021)

A motion was made by Vice President Meagher with second by Councilor M. White to approve the Consent Agenda. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

IX. 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 for review, discussion and/or potential action and/or vote. A Consent Agenda item or items may be removed by the Town Council for review, discussion and/or potential action and or vote.

- A) Adoption of Town Council Minutes
 - 1) June 7, 2021 (Financial Town Meeting)
 - 2) June 8, 2021 (Interview Session)
 - 3) June 21, 2021 (Regular Meeting)
 - 4) July 1, 2021 (Special Meeting)
- B) Minutes of Boards/Commissions/Committees
 - 1) Zoning Board of Review (May 25, 2021)
- C) Authorization for the Town Administrator to sign an Agreement with Weston and Sampson to contract services for an Alternate Administrative Officer to the Jamestown Planning Commission for a Comprehensive Planning Review of the Proposed 91 Carr Lane Affordable Housing Project
- D) Ratify and Acknowledge the Town Administrator's actions in agreement with the Proposed Class Action Opioid Court Settlement offered in the United States Bankruptcy Court
- E) Authorization for the Town Administrator to sign the Second Amendment and Restatement of Agreement between the State of Rhode Island Department of Environmental Management Division of Planning and Development and the Town of Jamestown for the Ice Road Bike Path for a period of six months to September 30, 2021
- F) Abutter Notification: Jamestown Zoning Board of Review Notice of Public Hearing on Tuesday, July 27, 2021 at 7:00 p.m. - Application of Jamestown Beer Holdings, LLC (Okemo Properties, owner) whose property is located at 34 Narragansett Avenue, further identified as Assessor's Plat 8 Lot 453, for a Special Use Permit from Article 3, Section 82-301 Table 3-1, VI 13 and Article 6, Section 82-601 to expand seating for outdoor service and alcohol consumption on rear building patio. To modify previously granted Special Use Permit dated November 28, 2018. Said property is located in a CD Zone and contains 900 sq. ft.

- G) Finance Director's Report: Comparison of Budget to Actuals as of June 30, 2021

President Beye acknowledged the Communications.

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

The Council may acknowledge any of the listed Communications and Proclamations and Resolutions. Should any member wish to have a conversation on any of the matters, the item will be placed on a future agenda for review, discussion and/or potential action and/or vote.

A) Communications Received:

- 1) Copy of Letter to: Town Council
From: Baxter, Dansereau & Associates, LLP
Dated: June 21, 2021
Re: Regarding the audit of financial statements for the Town of Jamestown for the fiscal year ended June 30, 2021 and providing information related to the audit process commencing July 12, 2021.
- 2) Copy of letter to: Town Council
From: Newport County YMCA
Dated: June 21, 2021
Re: Request for sponsorship for the Newport County YMCA 5th Annual Golf Tournament for Special Olympics and Inclusion Programs.
- 3) Copy of Letter to: Members of the RI House of Representatives
From: Connie Slick
Dated: June 26, 2021
Re: Concerns regarding House Bill 6271 "An Act Relating to Alcoholic Beverages – Retail Licenses" that would allow a new restaurant to be located at 53 Narragansett Avenue to obtain a Class BVL liquor license to sell beer and wine.
- 4) Copy of Letter to: Town Council
From: Connie Slick
Dated: July 2, 2021
Re: Concerns regarding House Bill 6271 and Senate Bill 0501
- 5) Copy of Letter to: Planning Commission
From: Barbara Lundy
Dated: July 6, 2021
Re: Concerns regarding the proposed 91 Carr Lane Affordable Housing development.
- 6) Copy of Letter to: Town Council, Town Administrator, Planning Commission and Affordable Housing Committee
From: Jamestown Fire Department Board of Fire Wardens
Dated: July 6, 2021

Re: Importance of volunteerism in Jamestown, the dwindling number of Fire Department volunteers, maintaining volunteers, and recent Fire Department member questionnaire that revealed the decline in membership is due to the lack of affordable housing in Jamestown.

- B) Resolutions from other Rhode Island Cities and Towns Received:
- 1) Copy of Resolution to: Town Council
From: Woonsocket School Committee
Adopted: May 12, 2021
Re: Support for House Bill 6030 Reimbursement of Transportation Services Costs for Public and Private School Pupils
 - 2) Copy of Resolution to: Town Council
From: Woonsocket School Committee
Adopted: May 12, 2021
Re: Support for House Bill 5555 Gun Free Schools
 - 3) Copy of Resolution to: Town Council
From: Barrington Town Council
Adopted: June 7, 2021
Re: Requesting Replacement of the East Bay Bicycle Path Bridges over the Barrington and Palmer Rivers be Scheduled in the 2022-2025 Constrained Period of the State Transportation Improvement Program
 - 4) Copy of Resolution to: Town Council
From: Burrillville Town Council and Burrillville School Committee
Adopted: June 9, 2021
Re: Requesting the Removal of Mask Mandate for School Children

XI. OPEN FORUM – To participate you will press *9 to raise your hand. The meeting moderator will coordinate your participation.

Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act, and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibits the Town Council from discussing, considering or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.

- A) Scheduled request to address - none
- B) Non-scheduled request to address

No one came forward to address the Council.

XII. ADJOURNMENT

A motion was made by Councilor R. White with second by Councilor M. White to adjourn at 9:13 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, Aye; Councilor R. White, Aye

Attest:

Denise Gamon, Town Clerk's Assistant

Approved As Written
Affordable Housing Committee Minutes
Conference Room
May 15th, 2019

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:

Heather Lopes, Job Toll, Fred Pease, Nick Radesca, Lisa Bryer

Not present: Barbara Szeptowski, Donna Andreozzi, Sydney Keen

Also present: Cinthia Reppe, Deb Foppert, Dianne Grippi, Janie Harris

II. Approval of Minutes – January 16, 2019- review, discussion and/or action and/or vote
Postponed until next meeting.

III. Stuart and Anne Sanderson, 70 and 78 Narragansett Avenue, Plat 8, Lots 120 and 121 – Redevelopment of single family home into 19 for sale units, including 5 Affordable units. review, discussion and /or action and /or vote

Town Planner Lisa Bryer said it is before you tonight for a recommendation or if you have concerns. You are advising or supporting the Planning Commission about the Affordable Units.

The Planning Commission will be reviewing this major land development plan proposal. It is a major land development project because it is more than 5 units. It has to be reviewed by state agencies too.

Fred Pease asked if the affordable units are up to par with the other units? Are they integrated? Yes, these are the things you can look at and comment on.

Units 3,6,12, 14 and 15 are the affordable units.

Job Toll said he found it a bit confusing with the plan names and not unit numbers.

The committee looked at the plans to see where the affordable units are.

Fred Pease asked if units 14 and 15 are part of the original house. Yes, they are. The 1 bedroom's would be for seniors. Unit 12 is a 2 bedroom with a loft. The 1 bedrooms are on the first floor which would make sense for seniors. Nick Radesca asked where the other 2 bedroom plans are? We do not have them yet.

Chair Heather Lopes said her concern with limiting to 2 bedrooms and not a 3 bedroom is limiting use for families. The buffer for the neighbors looks good, one way is good for in and out access onto Narragansett Ave. Heather Lopes asked Deb Foppert about the parking on the side. Heather asked how many spaces they need? They need 1.5 per unit. Nick Radesca asked if the spaces are assigned? Deb said most of the spaces are close to the units which will be good for the seniors.

Fred asked should we even be looking at the parking?

Parking should be assigned fairly.

Heather asked what kind of subsidies are they asking for? None, Lisa Bryer said it is a private application, they are asking for waivers from building fees and open space FILO. Fee in lieu of land dedication is based on fair market value and they are asking for this for the affordable units.

We keep the FILO and it is used for many things, we used it for the farms, Park Dock, and it is used only by the Town of Jamestown.

The price for a 1 bedroom would be 264K for an affordable unit. Lisa Bryer explained the percentage of the 80%-100% of medium income and they are asking for 120%. Heather said she thinks the difference in the income levels is tough. They have not stated who the monitoring agent is yet. They were looking at Narragansett Housing. They can accept those people below the 120% but the price of the house would need to be lowered. The reason they applied is so they do not have to go back if they go lower. The difference at Jamestown Terrace was 179K for a 1 bed and 202K for a 2 bed and those were at 100%.

Fred asked if the term subsidized is for an affordable housing term. Ms. Bryer explained permanently affordable and local, state or federal subsidy. The applicant is asking for a waiver of water and sewer fees.

Nick asked about resale? If they sell before the 30 years is up it has to be sold to another person that will qualify.

After the 30 years it can be sold for regular market price, or it can be given to the family and the family does not need to be income qualified.

Fred asked about leasing of the property. It cannot be leased.

Heather Lopes said parking should be assigned fairly, she also questioned the 120% saying it should be lower, she wants the people below the 120% to be considered. Keeping it aesthetically fitting with the town is a huge plus. Ms. Foppert said they are keeping the original dwelling for historic reasons.

This design is conceptual and at the next stage is where the design will be decided upon.

The Planning Commission will have this on the agenda for the June 5th meeting. The applicant will need water and sewer approval.

Heather Lopes opened up the meeting to the public for comments.

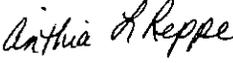
Dianne Grippi asked if there will be updated plans before June 5th? We have updated plans available in the planning office currently.

Fred Pease asked about a completion date. Ms. Foppert said 2022.

The association fees are reduced for the affordable units too.

A motion to adjourn by was made by Heather Lopes and seconded by Job Toll. All in favor.

Attest:


Cinthia L. Reppe

JAMESTOWN CONSERVATION COMMISSION

Tuesday, January 15, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, A. Kuhn-Hines, P. Larson, G. Souza. **Absent:** K. Schadegg, B. Lundy **Also in attendance:** Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:10 PM

II. Call to Order- 7:10 pm

III. Approval of Minutes: November 15, 2018 Regular Meeting- **Motion to approve George Souza; 2nd Phil Larson, all in favor - motion passed.** Tabled approval of Meeting Minutes from the November 29, 2018 Special Meeting (need a majority of attendees present to approve).

IV. OPEN FORUM:

A) Scheduled request to address: None

B) Non-Scheduled request to address: Sav Rebecchi provided the JCC with correspondence (dated 12/12/2018) from CRMC and Save the Bay (STB) to the Town of Jamestown that summarized their findings from a statewide public rights-of-way (ROW) survey of 226 ROW and updated geographic information system (GIS) dataset. The CRMC and STB are asking the town to review the findings from the report and ask the community to take steps to preserve, protect and maintain these ROWs. The JCC will obtain the detailed report, review the findings relevant to Jamestown ROWs and plan to act in coordination with the town and Jamestown Friends of ROWs on issues with individual ROWs.

V. CORRESPONDENCE AND BILLS

A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; **No new applications**

B) CRMC January Calendar

VII. Old Business & Committee Reports:

A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Update on the conservation protection status and feedback/results from August Town Council meeting (8/20/2018) concerning town-owned tax lots in Jamestown Shores-Joyce Antonello described the Town Council's review of the GIS map depicting proposed Conservation Easements for town-owned tax lots and identified a list of possibly four lots that may be excluded from easements (because they are not located within wetlands and may have potential use to the town, e.g. potential for future affordable housing). The JCC discussed plans for Joyce Antonello to continue working with Town Planner, Lisa Bryer and CILT member, Jim Turenne, to visit the lots early Spring, and then revise and resubmit list of lots for conservation easement protection

to Town Council. Related to the Jamestown town-owned tax lots, Sav Rebecchi addressed the JCC concerning the maintenance of these town-owned tax lots for protecting water resources in the Jamestown Shores area. Sav noted that a group called the Upper Shores Advocates (USA: <http://www.uppershores.us/>) has concerns about the water quality/quantity in the JTN shores and among other issues has concerns about ROWs in the JTN Shores area. The USA group also supports the Bike path that will safely connect the JTN shores with the JTN soccer fields and provide safe access to the downtown; and supports other ideas like parks, playgrounds, etc. for the JTN Shores community. Sav discussed the groups' concerns about the language in the conservation easements related to restricting use on these town-owned tax lots. The JCC noted the language in the JTN Shores Management Plan (2012), which was prepared by the JTN Planner, Lisa Bryer, the Town of Jamestown, the JCC, the Conanicut Island Land Trust and the Jamestown Shores Association. Specifically, Sav's concerns include the management (or lack thereof) of large, old growth trees on the town tax lots, and the amount of water these large old growth trees use. Sav also noted a perceived conflict of interest related to water quality/quantity among the USA, the CLT and the JTN Shores Association. The JCC briefly discussed the issues of Paper Roads and ROWs, related to JCC and JTN responsibilities, jurisdiction, etc. There will be more information and updates to the issue of Paper Roads as the Town works toward a comprehensive approach in the future. Review and update on RI DEM Trails Grant Application submission for construction materials for the Hull Cove trail.

- B) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). The JCC discussed having the dog waste informational pamphlet (Poo Pollution) included again in this year's dog license renewal reminder mailings. Will discuss Earth day preparations at next JCC Meeting.
- C) Harbor Management Commission (G. Souza). George reported that the Harbor Management Commission is reviewing and finalizing the riparian zone mooring issues.
- D) Tree Committee (G. Souza). Nothing new to report.
- E) Taylor Point Restoration Association (G. Souza). George provided correspondence from Dennis Webster, Director of the TPRA. The TPRA would like the JCC's support of a project to address the serious erosion issue around the Taylor Point and Potters Cove area, especially the erosion along the lower parking lot- they lost 3 feet of embankment during 2018 due to erosion. The TRPA would like to receive some funding from the town to begin design work to address the erosion issue and preserve the existing parking area. The TRPA could then apply for state and CRMC grants for shoreline protection projects. The JCC discussed how they fully support the restoration efforts of the TRPA and would send correspondence to the Town encouraging support efforts to address shoreline erosion at Taylor Point and Potters Cove.

VIII. NEW BUSINESS

- A) Grateful Recognition to Dave Reardon for his tireless efforts and his exuberant positive energy, innovative ideas and contributions to the JCC over the last three years.
- B) Next JCC Meeting: Tuesday, February 12, 2019

IX. ADJOURNMENT

Adjourn – 8:19 PM –Motion to adjourn Phil Larson, 2nd George Souza, all in favor - motion passed

JAMESTOWN CONSERVATION COMMISSION

Tuesday, February 19, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, A. Kuhn-Hines, P. Larson, G. Souza, J. Wurzbacher. **Absent:** K. Schadegg, B. Lundy **Also in attendance:** Matthew “Twig” Largess, Owner of Largess Forestry, Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:05 PM: Welcome to New JCC Member, Jess Wurzbacher

II. Call to Order- 7:05 pm

III. Approval of Minutes: January 15, 2019 Regular Meeting- **Motion to approve Joyce Antonello; 2nd Phil Larson, all in favor - motion passed.** Tabled approval of Meeting Minutes from the November 29, 2018 Special Meeting (until a majority of attendees are present to approve).

IV. OPEN FORUM:

A) Scheduled request to address: Matt “Twig” Largess, International Society of Arboriculture Certified Arborist and Owner of Largess Forestry, gave an interesting presentation describing his wide range of expertise in diagnosing, caring for, and maintaining trees relevant to Conanicut Island, and trees across Rhode Island and the US. Matt highlighted the role of trees and forests in healthy watersheds, and the important role they play in reducing stormwater and removing/filtering pollutants that would otherwise wind up in our waterways. Matt mentioned that he did some research concerning old growth trees and how much water they need/consume. Matt noted that he was surprised at how much water they consume (one large tree can lift up to 100 gallons of water out of the ground and discharge it into the air in a day) but also noted how trees release that water as oxygen and water vapor; Matt also noted other benefits trees provide: absorbing carbon, reduce soil erosion, maintaining and improving water quality. Matt provided the JCC with an article written by Vincent Cotrone (Penn State, Urban Forester, Northeast Region) that describes the benefits and ecosystem services provided by trees and forests in a healthy watershed: <https://extension.psu.edu/the-role-of-trees-and-forests-in-healthy-watersheds> Matt also mentioned another good resource for information about the functional services and benefits trees provide: <http://www.treesaregood.org/>

B) Non-Scheduled request to address:

V. CORRESPONDENCE AND BILLS

A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; **No new applications**

B) CRMC February Calendar ROW Subcommittee meeting Providence, 2/26/19. CRMC public notice of request for modification of assent application for already existing

aquaculture site managed by Antonio and Joseph Pinheiro. Modification request is to grow hard shell clams, *Mercenaria mercenaria*, in already permitted floating cages, followed by bottom planting for grow out.

VII. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Update on the conservation protection status and feedback/results from August Town Council meeting (8/20/2018) concerning town-owned tax lots in Jamestown Shores- The JCC discussed plans for Joyce Antoniello to continue working with Town Planner, Lisa Bryer and CILT member, Jim Turenne, to visit the four-six lots on the list that may be excluded from easements (because they are not located within wetlands and may have potential use to the town, e.g. potential for future affordable housing) in early Spring, and then revise and resubmit list of lots for conservation easement protection to Town Council. Related to the Jamestown town-owned tax lots. A. Kuhn-Hines reviewed and updated the JCC on RI DEM Trails Grant Application submission for construction materials for the Hull Cove trail.
- B) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). J. Antoniello reported that the Town will be sending out an informational pamphlet (Poo Pollution) again in this year's dog license renewal reminder mailings. The targeted pamphlet describes best practices for environmentally friendly disposal of dog waste.
- C) Harbor Management Commission (G. Souza). George reported that the Harbor Management Commission is continuing to debate, research, review, and finalize the riparian zone mooring issues. George reports that this is a complicated issue, and that the HC is working through these challenges as they consider all of the options and ramifications.
- D) Tree Committee (G. Souza). Nothing new to report-Tree Committee meeting same night as JCC meeting this month.
- E) Taylor Point Restoration Association (G. Souza). George reviewed the correspondence from Dennis Webster (2/19/2019), Director of the TPRA. The TPRA would like the JCC's support of a project to address the serious erosion issue around the Taylor Point and Potters Cove area, especially the erosion along the lower parking lot- they lost 3 feet of embankment during 2018 due to erosion. The TRPA would like to receive some funding from the town to begin design work to address the erosion issue and preserve the existing parking area. The TRPA could then apply for state and CRMC grants for shoreline protection projects. The JCC discussed how they fully support the restoration efforts of the TRPA and voted to have George Souza draft and send correspondence to the Town encouraging support efforts to address shoreline erosion at Taylor Point and Potters Cove. **Motion to approve Anne Kuhn-Hines; 2nd Joyce Antoniello, all in favor - motion passed.**

VIII. NEW BUSINESS

- A) JCC set the date for the JCC Earth Day Clean Up: Saturday, April 27, 2019. The JCC discussed all of the tasks involved for preparations and assigned members to all of the separate tasks and to provide updates on progress at the next JCC meeting.
- B) Discussion about the town of Barrington's ban on styrofoam. The JCC discussed the town of Barrington's recently passed ordinance banning styrofoam. The JCC decided to do some research around town to collect information about what businesses use styrofoam (cups, containers, take out packages, etc.) to get an idea of how much styrofoam is being used. The next step would be to discuss with business owners their

views and future plans on the use of styrofoam in their business. The JCC will discuss this issue further after gathering more information about the use of styrofoam on Jamestown.

C) Next JCC Meeting: Tuesday, March 12, 2019

IX. ADJOURNMENT

Adjourn – 9:00 PM –**Motion to adjourn Phil Larson, 2nd George Souza, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, April 2, 2019, 7:00 p.m.
Jamestown Library, Public Meeting Hall
26 North Road, Jamestown, RI

Meeting Minutes

In attendance: J. Antoniello, A. Kuhn-Hines, P. Larson, K. Schadegg, B. Lundy
Absent: G. Souza, J. Wurzbacher. **Also, in attendance:** Chris Powell, Volunteer JCC Trail Steward, Corey Pierce, Jamestown Eagle Scout candidate; and Sav Rebecchi (Meeting Record Videographer)

I. **Roll Call-7:06 PM**

II. **Call to Order- 7:06 pm**

III. **Approval of Minutes:** February 19, 2019 Regular Meeting-and November 29, 2019 Special Meeting **Motion to approve Meeting minutes Joyce Antoniello; 2nd Barbara Lundy, all in favor - motion passed.**

IV. **OPEN FORUM:**

A) Scheduled request to address: Jamestown Eagle Scout candidate, Corey Pierce, presented his plans for the development of a parking area for three cars and connecting trail for the Conanicut Island Sanctuary Trail. Corey provided a schematic map with details about materials and estimated costs needed to develop and complete the parking area. Corey provided a timeline for the different tasks from clearing of trees and brush, excavating (Mike Gray and Jamestown Public Works will be assisting with excavation and gravel material for parking area), and connecting the trail from new parking area to the existing Conanicut Island Sanctuary Trail. Corey answered JCC member questions about access, safety, etc. and then the JCC voted to financially support the project with the JCC Trail Map funds for up to \$700. **Motion to approve funding for Corey Pierce Eagle Scout project Ken Schadegg; 2nd Barbara Lundy, all in favor - motion passed.**

B) Volunteer Jamestown Conservation Commission Trail Steward, Chris Powell, updated and discussed details for the Conanicut Island Sanctuary Trail long-term maintenance and habitat restoration project plans. These plans include clearing of undergrowth brush and some small trees to reestablish the pre-existing field habitat. Chris described how this habitat had been part of the original CILT habitat management and maintenance plan, and this habitat restoration/maintenance is long overdue. The JCC voted to approve funding (\$685), using the JCC Trail Map funds, for this habitat restoration and CILT maintenance project. **Motion to approve funding for CILT Habitat restoration/maintenance project Phil Larson; 2nd Joyce Antoniello, all in favor - motion passed.**

(2) Chris Powell presented information and details about a proposal to develop an alternate trail for South Pond Beach Access. This alternate trail would direct the public using the South Pond trail to beach access, thereby preventing the public from crossing across privately owned land (Hodgkiss Farm) to access the beach/waterfront. Chris explained that the state (RI DEM) is the owner of the land where the alternate trail will be developed, therefore the state needs to apply for a permit from the CRMC. Chris has discussed the plans for the alternate trail with RI DEM (Megan DiPrete) and they

agree it's a good idea/plan and will be applying for a CRMC permit. Chris will keep the JCC updated on this South Pond Beach Access Trail plan as the project develops and proceeds.

C) Non-Scheduled request to address: None

V. CORRESPONDENCE AND BILLS

A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; **No new applications**

B) CRMC April Calendar ROW Subcommittee meeting Providence, 4/23/19.

VII. Old Business & Committee Reports:

A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Update on the conservation protection status and feedback/results from August Town Council meeting (8/20/2018) concerning town-owned tax lots in Jamestown Shores- Lisa Bryer, Town Planner and Andy Nota, Town Administrator are revising the list (excluded one or two lots from easements because they are not located within wetlands and may have potential use to the town, e.g. potential for future affordable housing) and will resubmit the list of lots for conservation easement protection to Town Council for approval.

B) The JCC discussed details for the upcoming JCC sponsored Earth Day Clean Up (Saturday, April 27, 2019 from 8:30 am- noon). Details including purchasing materials (paper yard bags from JTN Hardware, hamburgers from Windmist Farm, etc.), advertising in the JTN Press, and on JTN Yard Sale Facebook, posting flyers, notifying various groups. The JCC voted to spend up to \$600 for supplies, food and ads in the JTN Press. **Motion to approve funding for Earth Day Clean Up activities Joyce Antoniello; 2nd Phil Larson, all in favor - motion passed.**

C) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). J. Antoniello reported that the Town sent out informational pamphlets (Poo Pollution) again in this year's dog license renewal reminder mailings. The targeted pamphlet describes best practices for environmentally friendly disposal of dog waste. Barbara Lundy discussed possible solutions for dog waste disposal (5-gallon buckets in strategic locations frequented by dog walkers), designated canisters around the island, and she described examples in other coastal communities in Florida and elsewhere. The JCC will investigate the feasibility of this suggestion for dog waste disposal.

D) Harbor Management Commission (G. Souza). George will report at next meeting.

E) Tree Committee (G. Souza). George will report at next meeting.

F) Taylor Point Restoration Association (G. Souza). George will report at next meeting.

VIII. NEW BUSINESS

A) Next JCC Meeting: Tuesday, May 14, 2019

IX. ADJOURNMENT

Adjourn – **8:15 PM –Motion to adjourn Phil Larson, 2nd Barbara Lundy, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, May 14, 2019, 7:00 p.m.

Jamestown Library, Public Meeting Hall

26 North Road, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, A. Kuhn-Hines, B. Lundy, G. Souza, J. Wurzbacher; **Absent:** P. Larson, K. Schadeegg **Also, in attendance:** Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:02 PM

II. Call to Order- 7:03 pm

III. Approval of Minutes: April 2, 2019 Regular Meeting- **Motion to approve Meeting minutes Joyce Antonello; 2nd Barbara Lundy, all in favor - motion passed.**

IV. OPEN FORUM:

- A) Scheduled request to address: None to report
- B) Non-Scheduled request to address: None to report

V. CORRESPONDENCE AND BILLS

- A) Earth Day Shoreline Clean Up receipts submitted: Windmist Farm, Hardware store receipts. Sanctuary Trail maintenance bill: M.P. Dutton. All expenditures had been approved in previous April 2019 meeting.

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; **No new applications.** A. Kuhn-Hines provided an overview and update on the RI DEM proposed statewide freshwater wetlands regulation revisions and potential impacts on OWTS permitting and development on Conanicut Island. The proposed "*Freshwater Wetlands Single Standard Bill-2015 An Act to Streamline and Strengthen Freshwater Wetlands Protection Statewide*" streamlines the regulatory process by eliminating duplication of effort at the local level, however, it weakens freshwater wetland regulations for Jamestown, which had a 150' setback from wetlands. Discussion included the exploration of a possible option for a 'Municipal Petition Process' to request an increase in Buffer Zone distances, whereby Jamestown can petition the state to increase buffer zone distances for setbacks from freshwater wetlands for OWTS. RI DEM next steps include public workshops seeking broad public input and reassessing the proposed regulations based on public comment.

VII. Old Business & Committee Reports:

- A) **Rights of Way/Parks/Greenways & Public Access:** Land Protection and Stewardship: J. Antonello provided an update on the conservation protection status and feedback/results concerning the additional 34 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antonello reported that during its May 6 meeting, the council authorized Town Administrator

Andy Nota to draft a deed with Quentin Anthony, president of the land trust. Town Planner Lisa Bryer recommended the conservation easement in perpetuity because of a ridge of wetlands that spans through 33 of the 34 lots (one lot not considered in a wetland: Plat 5 Lot 28, will not be included in the conservation easement). The JCC discussed and decided that these additional 33 tax lots under the new conservation easement should be added to the updated Jamestown Shores Management Plan, which is due for its 5-year review/update. Discussion also included setting up a schedule for Fall 2019 to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT. Update on progress on the Eagle Scout (Corey Pierce) project creating parking lot area for the Conanicut Island Sanctuary Trail-should be completed by early June.

- B) The JCC provided feedback and discussed details for the JCC sponsored Earth Day Clean Up (Saturday, April 27, 2019 from 8:30 am- noon). Suggestions for next years' Earth Day Cleanup: Identifying Kid-Friendly areas for cleaning up; Highlighting the Award Ceremony for younger crowd; Encouraging neighborhood Clean Up groups (East Passage area; JTN Shores- Heads Beach Area; JTN Shores South-Hull Street and South; North End- Broad Street-Park Dock area; Clarke's Village area; Whale Rock-Bonnet View area)- Ads in JTN Press could encourage-help organize neighborhood cleanups. Expand advertising for Earth Day Cleanup beyond the JTN Press, on JTN Yard Sale Facebook, posting flyers, notifying various groups, etc.
- C) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). Discussion included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators. Plans were made to research local businesses on their use of polystyrene products for take out (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to ban polystyrene use in Jamestown.
- D) Harbor Management Commission (G. Souza).
- E) Tree Committee (G. Souza). George reported that the Tree Committee planted a Sugar Maple at the Jamestown School on Arbor Day.
- F) Taylor Point Restoration Association (G. Souza).

VIII. NEW BUSINESS

- A) Next JCC Meeting: Tuesday, June 11, 2019

IX. ADJOURNMENT

Adjourn – **8:20 PM** –**Motion to adjourn George Souza, 2nd Jess Wurzbacher, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, June 11, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, A. Kuhn-Hines, B. Lundy, G. Souza, J. Wurzbacher; **Absent:** P. Larson **Also, in attendance:** Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:05 PM

II. Call to Order- 7:05 pm

III. Approval of Minutes: May 14, 2019 Regular Meeting- **Motion to approve Meeting minutes Barbara Lundy; 2nd Joyce Antonello, all in favor - motion passed.**

IV. OPEN FORUM:

- A) Scheduled request to address: None to report
- B) Non-Scheduled request to address: None to report

V. CORRESPONDENCE AND BILLS

- A) Earth Day Shoreline Clean Up receipts submitted: Windmist Farm, Hardware store receipts. Sanctuary Trail maintenance bill: M.P. Dutton. All expenditures had been approved in previous April 2019 meeting.

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; **No new applications.** A. Kuhn-Hines provided a short review and update on the RI DEM proposed statewide freshwater wetlands regulation revisions. Discussions included potential impacts on OWTS permitting and development on Conanicut Island. The proposed "*Freshwater Wetlands Single Standard Bill-2015 An Act to Streamline and Strengthen Freshwater Wetlands Protection Statewide*" streamlines the regulatory process by eliminating duplication of effort at the local level and standardizes the process at the state level, however, it will weaken freshwater wetland regulations for Jamestown, which had a 150' setback from wetlands. Discussion included the exploration of a possible option for a 'Municipal Petition Process' to request an increase in Buffer Zone distances, whereby Jamestown can petition the state to increase buffer zone distances for setbacks from freshwater wetlands for OWTS. RI DEM next steps include public workshops seeking broad public input and reassessing the proposed regulations based on public comment. The JCC will continue to seek information from the state (RIDEM) about the process for how a municipality can apply to RIDEM to amend the buffer standard to increase the width of a designated buffer zone. The JCC will also reach out to other coastal municipalities (Block Island, Barrington, Portsmouth) to inquire how they are reviewing the new regulations for impacts within their towns.

VII. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: J. Antonello provided an update on the conservation protection status and

feedback/results concerning the additional 33 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antonello reported that during its May 6 meeting, the council authorized Town Administrator Andy Nota to draft a deed with Quentin Anthony, president of the land trust. The conservation easement in perpetuity has not been completed as of today's meeting. The JCC discussed and decided that these additional 33 tax lots under the new conservation easement should be added to the updated Jamestown Shores Management Plan, which is due for its 5-year review/update. Discussion also included setting up a schedule for Fall 2019 to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT. The JCC also discussed setting up a field trip with Save the Bay Habitat Restoration expert, Wenley Ferguson, to view the Round Marsh restoration project that completed the first phase of restoration in 2017-and to discuss the next phases of invasive management. Update on progress on the Eagle Scout (Corey Pierce) project creating parking lot area for the Conanicut Island Sanctuary Trail-completed in early June- nice article in the JTN Press about the project. The JCC is very pleased with the whole project (well planned, managed and executed) which improved safety and access to the Sanctuary trail.

- B) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). Barbara Lundy provided an update on her discussions with the town administrator and town recreation department director about installing pet waste containers at locations around town (Fort Getty, Sheffield Cove). The town is interested in this effort and is going to order two pet waste containers and the recreation department will handle the maintenance of them. JCC members provided feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to ban polystyrene use in Jamestown. A spreadsheet will be developed with the data collected and a few other businesses will be contacted to complete the data collection on polystyrene use. Jess Wurzbacher reported that she has been in contact with the Education Specialist at the JAC discussing the STEAM watershed-stormwater drain education-art collaboration with the JCC and JAC. Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators.
- C) Harbor Management Commission (G. Souza). Nothing new to report
- D) Tree Committee (G. Souza). Nothing new to report
- E) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress.

VIII. NEW BUSINESS

- A) Next JCC Meeting: Tuesday, July 9, 2019

IX. ADJOURNMENT

Adjourn – 8:05 PM –Motion to adjourn Joyce Antonello, 2nd George Souza, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, July 9, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room
93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antoniello, A. Kuhn-Hines, S. Gorelick, B. Lundy, G. Souza, J. Wurzbacher;
Absent: P. Larson **Also, in attendance:** Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:09 PM

Welcomed new JCC member, Susan Shim Gorelick!

II. Call to Order- 7:09 pm

III. Approval of Minutes: June 11, 2019 Regular Meeting- **Motion to approve Meeting minutes George Souza; 2nd Jess Wurzbacher, all in favor - motion passed.**

IV. OPEN FORUM:

- A) Scheduled request to address: Chris Powell, Conanicut Island Sanctuary Trail (CIST) Steward to discuss reinforcing restriction of pets on wildlife sanctuary trail. This restriction concerning pets on the trail has been detailed in the CIST management plan established in 1989. Chris Powell described to the JCC how disruptive and destructive pets can be to wildlife especially during sensitive young rearing and nesting seasons. Chris Powell suggests signage prohibiting pets on the trail at the CIST trailhead, enforcing the already existing restriction detailed in the CIST management plan. Chris Powell also reported that there may be another upcoming Eagle Scout project that will tackle the various erosion control problems on the CIST.
- B) Non-Scheduled request to address: Sav Rebecchi reported that there was an important and relevant presentation given by members of the Taylor Point Restoration Association (TPRA) to the Town Council on the topic of Non-native and Invasive Species-relative to control and management. The JCC has discussed invasive species control with the TPRA and the JCC fully supports the TPRA's impressive efforts to control invasive species and their outreach efforts to educate Jamestown citizens on how they can identify and manage and control the spread of invasive species on their property.

V. CORRESPONDENCE AND BILLS

- A) None received as of posting agenda (7/5/19).

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; **No new applications.** A. Kuhn-Hines provided a short review and update on the RI DEM proposed statewide freshwater wetlands regulation revisions. Discussions included potential impacts on OWTS permitting and development on Conanicut Island. The proposed "*Freshwater Wetlands Single Standard Bill-2015 An Act to Streamline and Strengthen Freshwater Wetlands Protection Statewide*" streamlines the regulatory process by eliminating duplication of effort at the local level and standardizes the process at the state level, however, it will weaken freshwater wetland regulations for Jamestown, which had a 150' setback from wetlands. Discussion included the exploration of a possible option for a 'Municipal Petition

Process' to request an increase in Buffer Zone distances, whereby Jamestown can petition the state to increase buffer zone distances for setbacks from freshwater wetlands for OWTS. RI DEM next steps include public workshops seeking broad public input and reassessing the proposed regulations based on public comment. The JCC will continue to seek information from the state (RIDEM) about the process for how a municipality can apply to RIDEM to amend the buffer standard to increase the width of a designated buffer zone.

VI. Old Business & Committee Reports:

- B) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: J. Antonello provided an update on the conservation protection status and feedback/results concerning the additional 33 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antonello reported that during its May 6 meeting, the council authorized Town Administrator Andy Nota to draft a deed with Quentin Anthony, president of the land trust. The conservation easement in perpetuity has still not been completed as of today's meeting (7/11/19). The JCC discussed and decided that these additional 33 tax lots under the new conservation easement should be added to the updated Jamestown Shores Management Plan, which is due for its 5-year review/update. Discussion also included setting up a schedule for Fall 2019 to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT.
- C) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). Barbara Lundy provided an update to report that the Jamestown recreation department installed two pet waste containers at locations around town (Fort Getty, Sheffield Cove). The recreation department will handle the maintenance of them and will monitor their use and possible add more in other locations around the island in the future. Barbara asked for JCC members to think of suggestions for pithy pet waste slogans for signs that will be attached to the containers. JCC members continued to collect and provide feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to develop a petition/ordinance to voluntarily ban polystyrene use throughout Jamestown. Jess Wurzbacher has set up a google docs spreadsheet with the data collected so far and JCC members can add their responses from other businesses around town to complete the data collection on polystyrene use. Jess Wurzbacher reported that the town had selected Sunday, October 6th, from 1-5pm for the 'Jamestown Day' event in town. The recreation department is organizing the event and will close off Narragansett Ave in the downtown area-there will be band stage, various vendors, open-house style for businesses, booths for various community groups, bonfire on Town Beach (Conanicut Ave), etc. The JCC discussed organizing an island wide 'photo contest' for scenes around Jamestown as one of the JCC activities/booth for the JCC booth. Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators.
- D) Harbor Management Commission (G. Souza). George Souza reported that the Harbor Management Commission had approved (along with the town) a Pilot Upweller system to be installed at the Fort Getty Pier by Anthony and Joe Pinheiro (Sunset Aquaculture farm). This pilot study will look at the challenges and potential for an upweller system in this location to produce oyster seed or spat (oyster larvae) The

upweller is a system of tanks that flow seawater over the oyster spat so that it receives a good flow of nutrient rich water for it to filter and feed on. The oysters filter out the plankton, digest it and use the nutrients to grow. George also reported that there was ongoing discussion at the HMC regarding guest moorings for riparian waterfront residents.

- E) Tree Committee (G. Souza). George Souza reported that the Tree Committee wants to develop and promote more education on invasive vs. native and non-native species for island residents. George also updated on progress and planning for the placement of the Bob Kinder Memorial Tree to be placed somewhere appropriate at Taylor Point. George is acting as the conduit/motivator for the Tree Committee and the JCC to move this forward (way overdue-Kudos to George for getting this moving forward).
- F) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress. The TPRA gave a great presentation on control and management of invasive and non-native plant species across the island.

VIII. NEW BUSINESS

- G) Next JCC Meeting: Tuesday, September 10, 2019 at 7:00 pm.

IX. ADJOURNMENT

Adjourn – 9:05 PM –Motion to adjourn George Souza, 2nd Barbara Lundy, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, September 10, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antoniello, S. Gorelick, A. Kuhn-Hines, P. Larson, G. Souza, J. Wurzbacher;
Absent: B. Lundy **Also, in attendance:** Mary Marshall, Louise Potter, Paula Shevlin, Thomas Shevlin, Bonnie Hogan, and Dale Jerald.

I. Roll Call-7:03 PM

II. Call to Order- 7:09 pm

III. Approval of Minutes: July 9, 2019 Regular Meeting- Motion to approve Meeting minutes Joyce Antoniello; 2nd Jess Wurzbacher, all in favor - motion passed.

IV. OPEN FORUM:

- A) Scheduled request to address: None
- B) Non-Scheduled request to address: Bonnie Hogan and Dale Jerald described their concerns about a proposal to build six affordable housing units on a 1.3 acre lot at 91 Carr Lane. Their concerns included the density and size of the proposed project and the possible impacts on the water supply in the area.

V. CORRESPONDENCE AND BILLS

- A) Final receipts submitted for Sanctuary Trail materials (approved in May 2019 JCC meeting)
- B) Letter from Mark Baker, RE: Continued Disregard of State Law and Responsible Public Policy in Beavertail State Park. Mark baker provided a copy of letter that he sent to Speaker of the Rhode Island House of Representatives (Nicholas A. Mattiello), Governor Gina M. Raimondo, Grover Fugate (CRMC), A. Kuhn-Hines (JCC), and Michael White (Jamestown Town Council).

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; No new applications. A. Kuhn-Hines provided an updated (August 2019) summary of draft RI DEM proposed revisions to wetland regulations and reported the announcement of a date for public workshop on the revisions: September 11, 2019 from 2-4 pm at RI Department of Environmental Management Cafeteria -Room 390 235 Promenade Street, Providence, RI 02908. A. Kuhn-Hines and S. Gorelick Review, discussion and/or potential action and/or vote.
- B) CRMC/RIDEM application for dredging and expanding dockage submitted by Jamestown Boatyard. The JCC discussed and reviewed the Jamestown Boatyard application package submitted to CRMC (CRMC Application File Number: 2019-06-014). The JCC reviewed and discussed the results from the Submerged Aquatic Vegetation (SAV) Survey & Shellfish report submitted by Natural Resource Services, Inc. The SAV & Shellfish report detailed how the northwest area of the proposed dredging plan is contiguous and immediately adjacent to very large, dense and

productive eelgrass beds (*Zostera marina*). The northwest corner of the proposed dredging area contains SAV and the greatest concentration of shellfish (transects N-Q for SAV, transects D1-D6 for shellfish). The JCC recommends that the Jamestown Boatyard should revise its application and the proposed perimeter dredging area to avoid and exclude the observed SAV and greatest concentration of shellfish located in the northwest corner.

VI. Old Business & Committee Reports:

- C) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Beavertail State Park-soil erosion management issues-overcutting of vegetation in the coastal buffer zone and RIDEM Management Plan for Beavertail Park (A. Kuhn-Hines). The JCC reviewed and discussed the report and photographs sent in Mark Baker's correspondence. J. Antonello noted that the Jamestown state representative, Deb Ruggiero, had not been copied on this correspondence. **Motion to notify state representative of this Beavertail Park Issue-Motion to approve Jess Wurzbacher, 2nd Susan Gorelick, all in favor-motion passed.** J. Antonello provided an update on the conservation protection status and feedback/results concerning the additional 33 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antonello reported that Lisa Bryer (Jamestown Town Planner) informed her that it had recently been discovered that eleven of these 33 town-owned lots did not have clear titles. The remaining 22 town-owned tax lots will be protected under a conservation easement in perpetuity but has still not been completed as of today's meeting (9/10/19). The JCC discussed and decided that 22 tax lots under the new conservation easement will be added to the updated Jamestown Shores Management Plan, which is due for its 5-year review/update. **Motion to approve adding these 22 lots to conservation easement Jess Wurzbacher, 2nd Susan Gorelick, all in favor-motion passed.** Discussion also included setting up a schedule for Fall 2019 (Saturday November 9, 2019) to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT.
- D) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). JCC members will continue to collect and provide feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to develop a petition/ordinance to voluntarily ban polystyrene use throughout Jamestown. Jess Wurzbacher has set up a google docs spreadsheet with the data collected so far and JCC members can add their responses from other businesses around town to complete the data collection on polystyrene use. Jess Wurzbacher reminded the JCC that the town had selected Sunday, October 6th, from 1-5pm for the 'Jamestown Day' event in town. The recreation department is organizing this family-friendly event this year, and it will be focused at the East Ferry waterfront with a small band stage, various vendors, and a bonfire on Town Beach (Canonicus Ave). Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators.
- E) Harbor Management Commission (G. Souza). George Souza reported that there was ongoing discussion at the HMC regarding guest moorings for riparian waterfront residents.

- F) Tree Committee (G. Souza). George Souza updated on progress and planning for the placement of the Bob Kinder Memorial Tree to be placed somewhere appropriate at Taylor Point. George is acting as the conduit/motivator for the Tree Committee and the JCC to move this forward (way overdue-Kudos to George for getting this moving forward). George is working with Andy Wade of the Recreation Department to get this memorial tree planted soon.
- G) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress.

VIII. NEW BUSINESS

- H) Scheduled Next JCC Meeting: Tuesday, October 8, 2019 at 7:00 pm.

IX. ADJOURNMENT

Adjourn – 9:10 PM –Motion to adjourn George Souza, 2nd Phil Larson, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, November 12, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, S. Gorelick, A. Kuhn-Hines, P. Larson, B. Lundy G. Souza;
Absent: J. Wurzbacher **Also, in attendance:** CILT Trail steward, Christopher Powell, Eagle Scout candidate, Callum Magarian; Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:01 PM

II. Call to Order- 7:03 pm

III. Approval of Minutes: September 10, 2019 Regular Meeting- **Motion to approve Meeting minutes Phil Larson; 2nd Susan Shim Gorelick, all in favor: motion passed.**

IV. OPEN FORUM:

- A) Scheduled request to address: Eagle Scout candidate, Callum Magarian, presented a proposal for his Eagle Scout erosion control project on the Conanicut Island Sanctuary trail. Callum presented the concept, design, location, timeline for project, materials and estimated costs for materials he plans to use. Callum also described his plans for fund raising for the project.
- B) Non-Scheduled request to address: None to report.

V. CORRESPONDENCE AND BILLS

- A) Correspondence concerning fill being brought into a lot on Frigate street- Building Inspector, Chris Costa, has ordered a cease and desist to the property owner and is monitoring the situation.

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; No new applications. A. Kuhn-Hines and S. Gorelick provided an update on public workshop on the proposed revisions which was held on September 11, 2019 from 2-4 pm at RI DEM Providence, RI. A. Kuhn-Hines and S. Gorelick attended the meeting and heard a summary of draft proposed revisions to wetland regulations presented by RI DEM staff.
- B) A. Kuhn-Hines reported about a meeting held on Thursday 10/10/19 at RIDEM office in Providence. Jamestown Town Planner, Lisa Bryer, Jamestown GIS Coordinator, Jean Lambert, and JCC commissioner, A. Kuhn-Hines attended the meeting with RIDEM Deputy Chief Water Resources, Susan Kiernan and RIDEM Chief of Groundwater and Wetland Protection, Eric Beck. The group discussed the proposed wetland regulations and how the proposed regulations would affect water resource protection in the Jamestown Shores. Jean Lambert presented GIS maps that she developed with various buffer width sizes (50, 100, 150, 200 ft) surrounding the existing wetland parcels in the Jamestown Shores.
- C) Update on CRMC/RIDEM application for dredging and expanding dockage submitted by Jamestown Boatyard (CRMC Application File Number: 2019-06-014). CRMC

indicates that the Jamestown Boatyard application is under revision and the JCC will be notified when the revised application has been completed and resubmitted to CRMC-this will open a new 30-day public notice for comments on the revised application. The JCC will review the revised application and be able to submit comments.

VI. Old Business & Committee Reports:

- B) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Beavertail State Park-soil erosion management issues-overcutting of vegetation in the coastal buffer zone and RIDEM Management Plan for Beavertail Park (A. Kuhn-Hines). A. Kuhn-Hines reported that she met with Jamestown Representative, Deb Ruggiero and Frank Floor, RIDEM Parks & Recreation Chief, at Beavertail Park to discuss and inspect erosion issues at Beavertail State Park. It was a productive meeting as Frank Floor and Deb Ruggiero agreed that the overcutting of vegetation on trails within the coastal buffer zone along the northwestern portion of the Park were inconsistent with the RIDEM/CRMC management plan for Beavertail Park. Frank Floor indicated that he will be notifying the personnel responsible for trail maintenance and cutting to correct this action and prevent future over cutting of vegetation. Frank Floor said he will contact the JCC in early summer to set up a time to inspect the trails and advise for appropriate trail maintenance. J. Antoniello provided an update on the conservation protection status and feedback/results concerning the additional 33 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antoniello reported that Lisa Bryer (Jamestown Town Planner) informed her that it had recently been discovered that eleven of these 33 town-owned lots did not have clear titles. J. Antoniello also reported that the CILT was still developing/writing the conservation easements for the remaining lots that have clear titles. Discussion also included setting up a schedule for Fall 2019 (Saturday November 16, 2019) to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT.
- C) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). JCC members will continue to collect and provide feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to develop a petition/ordinance to voluntarily ban polystyrene use throughout Jamestown. Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators, and composting.
- D) Harbor Management Commission (G. Souza). George Souza reported that at the HMC October meeting there was ongoing discussion regarding guest moorings for riparian waterfront residents. George also reported that there was discussion about the Jamestown Boatyard application for dredging and expanding dockage submitted by Jamestown Boatyard (CRMC Application File Number: 2019-06-014). The HMC discussed their concerns about mooring and boat density, boat traffic in a constricted area, and concerns about dredging near eelgrass and shellfish beds. The HMC will be submitting a letter to the Town Council that this item go on the agenda for their next meeting.
- E) Tree Committee (G. Souza). George Souza updated on progress and planning for the placement of the Bob Kinder Memorial Tree to be placed somewhere appropriate at

Taylor Point. George is acting as the conduit/motivator for the Tree Committee and the JCC to move this forward (way overdue-Kudos to George for getting this moving forward). George is working with Andy Wade of the Recreation Department to get this memorial tree planted soon.

- F) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress.

VIII. NEW BUSINESS

- G) Scheduled Next JCC Meeting: Tuesday, December 10, 2019 at 7:00 pm.

IX. ADJOURNMENT

Adjourn – 9:10 PM –Motion to adjourn George Souza, 2nd Phil Larson, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, December 10, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonietto, S. Gorelick, A. Kuhn-Hines, B. Lundy G. Souza, J. Wurzbacher;
Absent: P. Larson.

I. Roll Call-7:08 PM

II. Call to Order- 7:09 pm

III. Approval of Minutes: November 12, 2019 Regular Meeting- **Meeting minutes NOT approved- need Revisions, will review at next meeting.**

IV. OPEN FORUM:

A) Scheduled request to address: None scheduled

B) Non-Scheduled request to address: George Souza provided pictures and noted that there was a large sand pile at the outlet of a culvert on the beach at Potter Cove. Discussion included questions about authority (Bridge Authority; Town of Jamestown?). It was decided that the JCC would inquire with the Town and the Bridge authority about the sand pile.

V. CORRESPONDENCE AND BILLS

A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; No new applications and no updates to report.

B) Update on CRMC/RIDEM application for dredging and expanding dockage submitted by Jamestown Boatyard (CRMC Application File Number: 2019-06-014). CRMC indicates that the Jamestown Boatyard application is under revision and the JCC will be notified when the revised application has been completed and resubmitted to CRMC-this will open a new 30-day public notice for comments on the revised application. The JCC will review the revised application and be able to submit comments. George Souza reported that Mary Marshall (Dumplings Association resident) presented at the Jamestown Harbor Management Commission (HMC) meeting, detailing the Dumpling Association's concerns regarding the Jamestown Boatyard CRMC expansion application. George reported that the HMC was going to request that the JBY expansion application be put on the agenda for the next Town Council meeting.

VI. Old Business & Committee Reports:

Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Discussion about reported updates to the erosion control habitat project at the Conanicut Island Sanctuary Trail and vote to support Eagle Scout Project with trail maintenance funding-**Motion to approve up to \$300 to support erosion control habitat project, Joyce Antonietto 1st; Barbara Lundy 2nd all in favor - motion passed.** Discussion about the need for meadow habitat maintenance at the Conanicut Island Sanctuary Trail-the meadow needs to be mowed this spring to maintain the diverse open-space to enhance bird habitat for a diversity of bird species. **Motion to approve up to \$650 to support erosion control habitat project, Barbara Lundy 1st;**

Sue Gorelick 2nd all in favor - motion passed. JCC discussion/report and update on the bi-annual surveying of town-owned tax lots in the Jamestown Shores which occurred on Saturday November 16, 2019, in coordination with the Conanicut Island Land Trust and Jamestown Shores Association. Discussion about updating the Jamestown Island Trail Maps-the JCC needs to check the trails for accuracy and to make sure they include any new trails and new conservation areas that are marked on the maps (e.g. Godena Farm not on current maps). JCC will ask Dave Reardon and Mark Baker for original files for the Trail Maps. JCC also discussed looking at the JTN Press and JTN Chamber of Commerce road maps to use as base maps for the updated Trail maps.

- A) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). Jess Wurzbacher reported that she met with the JAC to discuss the Storm Drain Enviro Art project and how there are developing plans to include the Storm Drain Enviro Art project within a summer camp project. Jess will continue to coordinate and liaison with the JAC and update the JCC on this project. JCC members will continue to collect and provide feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to develop a petition/ordinance to voluntarily ban polystyrene use throughout Jamestown. Barbara Lundy reported that since the recently installed dog-waste container stations at Sheffield Cove and Fort Getty are so successful the town recreation department (Andy Wade) has plans to add another dog-waste container station to the Eldred Avenue Soccer park. Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators, and community composting.
- B) Harbor Management Commission (G. Souza). George Souza reported that at the HMC there was discussion about the Jamestown Boatyard application for dredging and expanding dockage submitted by Jamestown Boatyard (CRMC Application File Number: 2019-06-014). The HMC discussed their concerns about mooring and boat density, boat traffic in a constricted area, and concerns about dredging near eelgrass and shellfish beds. The HMC will be submitting a letter to the Town Council requesting that this item go on the agenda for their next meeting.
- C) Tree Committee (G. Souza). No new updates.
- D) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress.

VIII. NEW BUSINESS

- E) Scheduled Next JCC Meeting: Tuesday, January 14, 2020 at 7:00 pm.

IX. ADJOURNMENT

Adjourn – 9:10 PM –Motion to adjourn Sue Gorelick, 2nd Joyce Antonello, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, January 12, 2021, 7:00 p.m.

Virtual Meeting held on Zoom:

<https://us05web.zoom.us/j/89968725179?pwd=dTJxS1lhbW52eThlYTd4dVdq>
c21mQT09

Meeting ID: 899 6872 5179

Meeting Minutes

In attendance: S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza, J. Wurzbacher
Absent: J. Antoniello. **Public Attendance:** Paula Shevlin

- I. **Roll Call-7:08 PM**
- II. **Call to Order- 7:08 pm**
- III. **Approval of Minutes:** Regular Meeting Minutes: December 8, 2020 **Motion to approve Meeting minutes Ist Susan Shim Gorelick, 2nd George Souza- all in favor - motion passed.**
- IV. **OPEN FORUM:**
 - A) Scheduled request to address: None scheduled
 - B) Non-Scheduled request to address:
- V. **CORRESPONDENCE AND BILLS**
 - A) Updated on purchase of JCC “Pro” Zoom account. The Town is currently in the process of purchasing more Zoom Host Licenses-so the JCC (and other town commissions) will have access to a Town Host Zoom Pro license. Therefore, the JCC will not have to purchase a “Pro” Zoom account and will use the Town account available for JTN commissions.
- VI. **CRMC, RIDEM, & Town of Jamestown Ordinance Review:**
 - A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. Update/report back on Public hearing held on 1/6/21 for the Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. The JCC was updated on and reviewed the working DRAFT copy of comments on the proposed new regulations being developed by Lisa Bryer, Jean Lambert and JCC, that will be submitted to Town Council for review and vote for submission to RIDEM. These comments describe the specific concerns Jamestown has relative to reductions in wetland setback buffer distances and water resource protection, especially in areas that rely on private wells and onsite wastewater treatment systems (OWTS). Public comments are due to RIDEM by 1/22/2021.
 - B) CRMC Calendar for December: Update the JCC on the Declaratory Ruling filed by The Dumplings Association as to the appropriateness of the CRMC Type 3 Water Classification in Jamestown, RI, CRMC File Number **2020-07-083**. This ruling was reviewed at a meeting of the Coastal Resources Management Council held at 6:00 p.m. on Tuesday, December 8, 2020. The ruling was dismissed as the CRMC staff report (9-page

report posted on CRMC's website) provides a detailed summary of the CRMC's rationale and justification of retaining the Type 3 classification in the Dumplings area (in effect since 1983). This classification allows for high-intensity boating activity-the CRMC notes that there are extensive mooring fields and 4 marina facilities along the eastern Jamestown coastline from the Newport Bridge south to Bull Point. A. Kuhn-Hines provided an update on the Pinheiro Upwelling Pilot Project at Fort Getty Pier and Town lease-lease has been approved for another year (until end of 2021). George Souza reported that the request for the Upwelling Pilot project lease extension was reviewed and discussed at the last Harbor Management meeting and was ultimately approved by the Harbor Management Commission.

VII. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: The JCC discussed the RIDEM trail grant joint application (JTN departments of recreation, planning, public works and JCC) proposal for Hull Cove Trail: <http://www.dem.ri.gov/programs/planning/grants/> deadline January 28, 2021 (JCC). The JCC reviewed a draft copy of the application provided by Town Planner, Lisa Bryer. JCC members agreed that the application was complete with an appropriate level of detail. Leo Orsi provided an update on the Town Council's legal action and plans for Wickford Avenue ROW-Paper Street, based on his communications with the Town solicitor, Peter Ruggiero. The plans are moving ahead and once all the legal issues are resolved the JTN public works department will clear brush, improve access, and create a small parking area on the paper street. The JCC was updated on the discussion from the town council meeting held on 1/4/21 regarding the Hull Cove ROW-Paper street lawsuit for driveway access from town-owned Hull Cove ROW. Based on the Town Council discussion and advice from Town Solicitor, the town believes the lawsuit has no basis and will be dismissed in court. JCC discussed possible date (s) for JTN Shores new tax lot surveys with CILT and JTN Shores Association-for Winter 2021 thru Spring 2021. JCC continued discussing the updating of the Jamestown Island Trail Maps with new trails (e.g. Godena Farm trail) and an updated design, for the reprinting of Jamestown Island Trail Maps (JCC). The JCC discussed the options for digital trail map design using Green Map: <https://www.greenmap.org/> The JCC also discussed how we should coordinate and integrate some of the JCC initiatives with Sustainable Jamestown: <https://www.sustainablejamestown.com/> to possibly provide a general 'clearinghouse' web-presence location to provide links to digital maps and to post and coordinate conservation issues and events around the island.
- B) Public education: The JCC continued discussing possible future initiatives: water conservation, eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, collaboration with the JAC on school-aged student environmental awareness activities.
- C) Harbor Management Commission (G. Souza). No updates to report.
- D) Tree Committee (G. Souza). No updates to report.
- E) Taylor Point Restoration Association (G. Souza). No new updates to report.

VIII. NEW BUSINESS

- A) Next JCC Meeting will be held Tuesday, February 9, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 8:15 PM –Motion to adjourn Susan Shim Gorelick, 2nd George Souza, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, February 9, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

<https://us02web.zoom.us/j/85658125157>

Meeting ID: 856 5812 5157

Meeting Minutes

In attendance: J. Antonello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza, J. Wurzbacher

- I. **Roll Call**-6:35 PM; Meeting started recording via Zoom
- II. **Call to Order**- 6:36 pm
- III. **Approval of Minutes:** Regular Meeting Minutes: January 12, 2021 **Motion to approve Meeting minutes 1st Barbara Lundy, 2nd George Souza- all in favor - motion passed.**
- IV. **OPEN FORUM:**
 - A) Scheduled request to address: None scheduled
 - B) Non-Scheduled request to address:
- V. **CORRESPONDENCE AND BILLS**
 - A) Invoice for new "No Pets Allowed" sign for the Conanicut Island Sanctuary Trail from Chris Powell JCC trail steward: \$40. Review, discussion and/or potential action and/or vote. **Motion to approve invoice for reimbursement payment of \$40 to Chris Powell: 1st Joyce Antonello, 2nd Jess Wurzbacher- all in favor - motion passed.**
- VI. **CRMC, RIDEM, & Town of Jamestown Ordinance Review:**
 - A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. JCC reviewed and discussed the letter describing the JCC's and the Town's concerns regarding the proposed new regulations that were submitted to Town Council for review. The Town Council approved and voted to submit the Town endorsed letter to RIDEM. The letter describes the specific concerns Jamestown has relative to reductions in wetland setback buffer distances and water resource protection, especially in areas that rely on private wells and onsite wastewater treatment systems (OWTS).
 - B) CRMC: The JCC discussed the update on Safe harbor JTN Boatyard dredging and dock expansion project. Dredging was completed in one week during the second week of January. CRMC provided oversight during the dredging.
- VII. **Old Business & Committee Reports:**
 - A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: The JCC discussed the town of Jamestown's Planning Department application proposal that was submitted to RIDEM for the Hull Cove Trail:
<http://www.dem.ri.gov/programs/planning/grants/> for a \$67,600 grant to build a 450-

foot wooden walkway from Beavertail Road to Hull Cove. JCC discussed maintenance and improvements for Kit Wright trail, with possible improvement for wheelchair accessibility. JCC discussed replacement options of Mackerel Cove's dune protection snow fencing (which the town installed in 2015) which is now destroyed from years of coastal storms. JCC discussed more sustainable replacement options such as split rail fencing similar to dune fencing at Napatree Point Conservation area (JCC reviewed pictures of Napatree fencing). JCC discussed communicating with the town (Public Works department, Town Administrator, Recreation Dept) to design and install replacement fencing before summer beach season. JCC discussed the need for more prohibited activity signs (dogs not allowed on trail), interpretative signs, a trail layout sign with a map noting locations of observation platforms and benches at the Conanicut Island Sanctuary Trail (CIST). A. Kuhn-Hines said that she would check the account balance for the Trail Map account and report back at next meeting, so the JCC could make decisions on CIST trail expenditures. The JCC discussed that there are five areas where the CIST trails are seasonally wet totaling approx. 415 linear feet. Trail Steward, Chris Powell, has priced out pressure treated lumber and materials for a simple two-plank system design (see photo provided). The pressure treated lumber and stainless-steel decking screws required for 100 ft of boardwalk is estimated to cost around \$650-\$700. This would not include any discount the Town might get or a volume discount. The pressure treated lumber prices were from Riverhead and were top quality pressure treated lumber. The JCC discussed getting more estimates and tabled any decisions until the Trail Map account balance is reported at next JCC meeting. Leo Orsi provided an update on the Town Council action and plans for Wickford Avenue ROW-Paper Street. The JCC discussed Paper Streets and ROWs in Jamestown in general (referring to JCC letter submitted to JTN Town Council 11/2018).

- B) JCC decided on date (s) for JTN Shores new tax lot surveys with CILT and JTN Shores Association-deciding on Saturday, February 20th (10am-12), with weather backup date of Saturday, February 27th (10am-12). Barbara Lundy discussed with the JCC some options and plans for a Covid-safe Earth Day Clean-up. Some of the options discussed included organizing small groups with online signup; extending beyond just one day-extending the clean up for the whole week (April 19-24), since that week is Jamestown School break; having volunteers pick up supplies (provided by JCC) at the Recreation department (need to check with Recreation Department), arranging for Island Rubbish dumpster and Johnston Transfer Station (Joyce Antonello); JCC discussed the need for advertising Earth Day (week) Clean-Up plans in JTN Press, social media, schools, Clean Ocean Access website, etc. JCC continued discussing the updating of the Jamestown Island Trail Maps with new trails (e.g. Godena Farm trail) and an updated design, for the reprinting of Jamestown Island Trail Maps (JCC). George Souza suggested we consider adding some of the island's ROWs onto the trail map and he will check with Chief Mello about the idea (to get feedback on issues such as parking, etc.). The JCC also discussed the options for digital trail map design using Green Map: <https://www.greenmap.org/>. Susan Shim Gorelick and the JCC discussed how we could coordinate and integrate some of the JCC initiatives with Sustainable Jamestown: <https://www.sustainablejamestown.com/> and other environmental groups on the island to possibly provide a general 'clearinghouse' web-presence location to provide links to digital maps and to post and coordinate conservation issues and events around the island.
- C) Public education: The JCC continued discussing possible future initiatives: water conservation, eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, collaboration with

the JAC on school-aged student environmental awareness activities. Susan Shim Gorelick suggested we collaborate with other environmental groups on the island to expand our outreach and provide coordination across groups.

D) Harbor Management Commission (G. Souza). No updates to report.

E) Tree Committee (G. Souza). George Souza reported about the Tree-Plenish program and event (held on Saturday, April 24, 2021) being organized by the Conanicut Island Sailing Foundation. The Tree-Plenish event will involve planting 100 trees to offset and replenish the use of paper by the Jamestown Schools (100 trees = 1 million sheets of paper replenished).

F) Taylor Point Restoration Association (G. Souza). No new updates to report.

VIII. NEW BUSINESS

A) Next JCC Meeting will be held Tuesday, March 9, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 7:44 PM –**Motion to adjourn George Souza 1st, Leo Orsi 2nd, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, March 9, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

<https://us02web.zoom.us/j/89359277197>

MEETING ID: 893 5927 7197

Meeting Minutes

In attendance: J. Antoniello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza, J. Wurzbacher

- I. **Roll Call**-6:40 PM; Meeting started recording via Zoom
- II. **Call to Order**- 6:40 pm
- III. **Approval of Minutes:** Regular Meeting Minutes: February 9, 2021 **Motion to approve Meeting minutes 1st Barbara Lundy, 2nd Susan Shim Gorelick- all in favor - motion passed.**
- IV. **OPEN FORUM:**
 - A) Scheduled request to address: None scheduled
 - B) Non-Scheduled request to address:
- V. **CORRESPONDENCE AND BILLS**
 - A) None
- VI. **CRMC, RIDEM, & Town of Jamestown Ordinance Review:**
 - A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>.
 - B) CRMC: No relevant hearings in March for Jamestown
- VII. **Old Business & Committee Reports:**
 - A) Rights of Way/Parks/Greenways & Public Access: JCC discussed replacement options of Mackerel Cove's dune protection snow fencing (which the town installed in 2015) which is now destroyed from years of coastal storms. JCC discussed more sustainable replacement options such as split rail fencing similar to dune fencing at Napatree Point Conservation area (JCC reviewed pictures of Napatree fencing). The town (recreation department) is planning to replace snow fencing this year before summer season-but the JCC should explore options for applying for grants to install split-rail fencing in future-perhaps Spring 2022-JCC has a copy of the grant application the Napatree Conservancy group used to secure funds from CRMC. Also, the JCC will want to do some more diversity planting in the dunes to fill in gaps in vegetation/coastal buffer. JCC discussed the need for more prohibited activity signs (dogs not allowed on Conanicut Island Sanctuary trail), interpretative signs, a trail layout sign with a map noting locations of observation platforms and benches at the Conanicut Island Sanctuary Trail (CIST). **Motion to approve spending up to \$200 on signs for CIST 1st Jess Wurzbacher, 2nd Leo Orsi- all in favor - motion passed.** The JCC discussed

that there are five areas where the CIST trails are seasonally wet totaling approx. 415 linear feet. The JCC discussed doing a phased approach- install planking in phases (100-200 ft) in each phase. The pressure treated lumber and stainless-steel decking screws required for 100 ft of boardwalk is estimated to cost around \$650-\$700. Leo Orsi volunteered to contact Arnold Lumber to see if they would be interested in donating materials. Leo will meet with Chris Powell to discuss design details for the boardwalk. The JCC agreed to reserving two work weekends to install the planking: April 10-11th and/or 17-18th depending on weather. Funding for this can come from our Trail Map account: current balance: \$4,430. JCC general fund balance: \$1968.

Motion to approve spending up to \$1400 on lumber and materials if needed for the boardwalk planking at CIST 1st Barbara Lundy, 2nd Susan Shim Gorelick- all in favor - motion passed. Leo Orsi provided an update on the Town Council action and plans for Wickford Avenue ROW-Paper Street-the town has applied for a CRMC permit for clearing in the coastal buffer and relocating public path access to the ROW. The JCC discussed Paper Streets and ROWs in Jamestown in general (referring to JCC letter submitted to JTN Town Council 11/2018). A. Kuhn-Hines will redraft and update the JCC letter and have JCC review before sending to Town Council.

- B) The JCC discussed the recent JTN Shores new tax lot surveys with CILT and JTN Shores Association-that took place on Saturday, March 6, 2021 (10am-12). The JCC will send the joint report along with pictures to the Town Administrator, Town Planner and Town Building official for their review and action. The JCC continued discussing and planning for Earth Day weekend details for a Covid-safe Shoreline Clean-up: small self-organized groups, pick up free leaf bag supplies at the recreation center on Friday 23rd (from 9 am- 4:30 pm), conducting shoreline cleanups from April 23rd thru 25th, depositing trash bags into the dumpster (donated by Island Rubbish) located at East Ferry. Joyce Antoniello arranged the placement of the dumpster with Island Rubbish Service and contacted the Johnston Transfer Station. JCC discussed the need for advertising Earth Day (weekend) Shoreline Clean-Up plans in JTN Press, social media, schools, Clean Ocean Access website, etc. JCC continued discussing the updating of the Jamestown Island Trail Maps with new trails (e.g. Godena Farm trail) and an updated design, for the reprinting of Jamestown Island Trail Maps (JCC). George Souza reported back that he had contacted Chief Mello about listing some of the island's ROW's on the new Island Trail maps and said that this needs more careful review and approval on issues such as parking, etc. The JCC continued discussing the options for digital trail map design using Green Map: <https://www.greenmap.org/>. Currently there are about 500 maps (possibly more) left from first printing- enough to get through the high demand summer season. The current trail map account balance=\$4,430. The JCC needs to start replenishing maps at locations: Slice of Heaven, East Ferry Deli, Grapes & Gourmet, Town Hall, Beavertail Museum; And discussed adding other locations: Jamestown Outdoors, Island Animal, Jamestown Wine & Spirits, Village Hearth.
- C) Public education: Susan Shim Gorelick and the JCC discussed how we could coordinate and integrate some of the JCC initiatives with Sustainable Jamestown: <https://www.sustainablejamestown.com/> and other environmental groups on the island to possibly provide a general 'clearinghouse' web-presence location to provide links to digital maps and to post and coordinate conservation issues and events around the island. Collaborating with other environmental groups on the island (e.g. Conanicut Island Sailing Foundation, Taylor Point, CILT, JAC, Recreation Center, etc.) will expand our outreach and provide coordination across groups. Susan is communicating with Town Planner, Lisa Bryer, about these options. The JCC continued discussing possible future educational outreach initiatives: water conservation, eco-friendly yard

care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, collaboration with the JAC on school-aged student environmental awareness activities.

- D) Harbor Management Commission (G. Souza). George reported that the new Harbormaster, Glenn Skalubinski, has been hired and has begun working. Just an FYI- the Harbor Management Commission is discussing overnight anchorage and marking these areas, which will not be near any conservation areas.
- E) Tree Committee (G. Souza). George Souza reported about the Tree-Plenish program and event (held on Saturday, April 24, 2021) being organized by the Conanicut Island Sailing Foundation. The Tree-Plenish event will involve planting 100 trees to offset and replenish the use of paper by the Jamestown Schools (100 trees = 1 million sheets of paper replenished). George also described that the town tree nursery has been updated with replenished fencing and irrigation, and that they are planting trees around town.
- F) Taylor Point Restoration Association (G. Souza). George reported that the Taylor Point Restoration Association was continuing to clear invasive plants near the black cherry woodlands.

VIII. NEW BUSINESS

- A) Next JCC Meeting will be held Tuesday, April 13, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 8:10 PM –Motion to adjourn George Souza 1st, Leo Orsi 2nd, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, April 13, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

<https://us02web.zoom.us/j/89897692000>

MEETING ID: 898 9769 2000

Meeting Minutes

In attendance: J. Antoniello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza, J. Wurzbacher

- I. **Roll Call**-6:33 PM; Meeting started recording via Zoom
- II. **Call to Order**- 6:35 pm
- III. **Approval of Minutes:** Regular Meeting Minutes: March 9, 2021 **Motion to approve Meeting minutes 1st Joyce Antoniello, 2nd George Souza- all in favor - motion passed.**
- IV. **OPEN FORUM:**
 - A) Scheduled request to address: None scheduled
 - B) Non-Scheduled request to address:
- V. **CORRESPONDENCE AND BILLS**
 - A) None
- VI. **CRMC, RIDEM, & Town of Jamestown Ordinance Review:**
 - A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. No updates on proposed RIDEM Wetland rules.
 - B) CRMC: No relevant hearings in April for Jamestown
- VII. **Old Business & Committee Reports:**
 - A) Rights of Way/Parks/Greenways & Public Access: The JCC discussed and debriefed on the boardwalk planking project at the Conanicut Island Sanctuary Trail that took place on Saturday, 4/10/21. The two sections of trail planking (200 ft) were completed in one day. The JCC will write Thank-You to Arnold Lumber for generous donation of materials. The JCC will also send letter of Thanks and recognition to Paul Robertson, recognize Paul Robertson's critical assistance in constructing the boardwalk. Paul arrived at the Sanctuary Trail early Saturday morning with his ATV vehicle with trailer-perfectly sized equipment for transporting the more than 200 ft of heavy pressure-treated lumber down the 4-foot-wide trails to the two construction sites. Paul also stayed the entire day helping to construct the boardwalk and ferrying materials back and forth between the two sites, until the job was finished. The JCC will also send letter of Thanks and recognition to the JTN Press.
The JCC discussed Paper Streets and ROWs in Jamestown in general and discussed the relevancy of water access-fire districts issue in South County:
<https://thepublicsradio.org/article/fire-districts>. The JCC believes that this restriction of

public access to the water would not be possible in Jamestown, due to local ordinances and the Jamestown Comprehensive plan.

- B) The JCC discussed the recent JTN Shores new tax lot surveys with CILT and JTN Shores Association-that took place on Saturday, March 6, 2021, and March 13, 2021. The JCC sent the joint report along with pictures to the Town Administrator, Town Planner and Town Building official for their review and action. The JCC will follow up on any actions taken by the town to address the encroachments described in the report. The JCC continued discussing and planning for Earth Day weekend details for a Covid-safe Shoreline Clean-up: small self-organized groups, pick up free leaf bag supplies at the recreation center on Friday 23rd (from 9 am- 4:30 pm), conducting shoreline cleanups from April 23rd thru 25th, depositing trash bags into the dumpster (donated by Island Rubbish) located at East Ferry. Joyce Antonello has arranged for the placement of the dumpster with Island Rubbish Service and contacted the Johnston Transfer Station. The JCC plans to meet on Saturday, April 24, 2021 to clean North Road and other areas around the island. JCC discussed the need for advertising the Earth Day (weekend) Shoreline Clean-Up plans in JTN Press, social media, schools, Clean Ocean Access website, etc. The JCC voted to run an ad in the JTN Press on 4/15/21 and 4/22/21 issues- **Motion to approve spending up to \$250 for JTN Press ads 1st Barbara Lundy, 2nd Joyce Antonello- all in favor - motion passed.**
- C) Public education: Susan Shim Gorelick and the JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education with other JTN groups and to possibly provide a general ‘clearinghouse’ web-presence location to provide links to digital maps and to post and coordinate conservation issues and events around the island, e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration, CILT, Recreation Center, <https://www.cc4es.org/>; and to integrate some of the JCC initiatives with Sustainable Jamestown: <https://www.sustainablejamestown.com/>. Susan has started an interim transitional website for this initiative and is communicating with Town Planner, Lisa Bryer, and Town Administrator, Jamie Hainsworth about these options.
- The JCC continued discussing environmental education outreach initiatives which could include water conservation, eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, collaboration with the JAC on school-aged student environmental awareness activities.
- D) Harbor Management Commission (G. Souza). No updates.
- E) Tree Committee (G. Souza). George Souza reported that the town tree nursery has been updated with replenished fencing and irrigation, and that they are planting trees around town.
- F) Taylor Point Restoration Association (G. Souza). George reported that the Taylor Point Restoration Association was continuing to clear invasive plants near the black cherry woodlands.

VIII. NEW BUSINESS

- A) Next JCC Meeting will be held Tuesday, May 11, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 7:30 PM –**Motion to adjourn Joyce Antonello 1st, Susan Shim Gorelick 2nd, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, May 11, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

Meeting ID: 835 7164 3880

Join Zoom Meeting: <https://us02web.zoom.us/j/83571643880>

Meeting Minutes

In attendance: J. Antonello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, J. Wurzbacher. **Absent:** G. Souza

- I. **Roll Call and Call to Order:** 6:39 PM; Meeting started recording via Zoom
- II. **Motion to move ahead in Agenda to Open Forum (B) Non-scheduled request to address 1st Susan Shim Gorelick, 2nd Leo Orsi- all in favor - motion passed.**

Lisa Bryer, Town Planner, presented the project proposal for the 91 Carr Lane Mixed-Income Development plan. Lisa provided the history timeline, context and evolution of the project beginning with the RIDEM Open Space grant the town received in February 2018, to purchase 5.5 acres of land (Lot 47) for conservation of the total 6.9 acres, leaving the remaining 1.35 acres (Lot 52) for affordable housing development. In June 2018, the Town purchased 91 Carr Lane for "Conservation and Affordable Housing Development". Lisa described the project proposal in detail providing a narrative and the project site plans that have been developed for the Church Community Housing Corporation (CCHC), which has a purchase and sales agreement with the Town of Jamestown, to develop affordable housing units on the 1.35 acres. Lisa described the difficulty for the town in meeting its state-mandated Affordable Housing targets as the price of land and housing units in Jamestown is so expensive (the town currently has about 4.4% affordable housing units-and the target is 10% for the island). Lisa describe the various variances to Zoning Ordinances, waivers and approvals by the Planning Commission that would be required for the project to move forward (e.g. single-family cluster land development maximum number of dwelling units; relief from the requirement to have no more than 50% of the open space be unsuitable for development,, etc.). The project proposes the development of 2 "affordable" single family units and 2 market-rate single family units. Lisa described that the applicant (CCHC and the Town) reserves the right to create 3 "affordable" single family units and 1 market-rate single family unit. Lisa answered many questions from the JCC members concerning the proposed density of units on the 1.35 acres, RR-200 zoning, advanced treatment on-site wastewater treatment systems (OWTS), stormwater management, wetland protection, bioswales (rain gardens) and the sole source aquifer drinking supply watershed. Lisa presented, compared and discussed the neighboring properties and neighborhood building density on Carr Lane. Also discussed in detail was the placement of the OWTS systems that include denitrification for each unit and the placement of these OWTS systems in the front yards along Carr Lane which is as far away as possible from the wetlands protecting the drinking water supply on the adjacent Lot 47. The JCC members noted and discussed that the project proposed is in the Watershed Conservation District, a hydrologically sensitive area within Jamestown's sole source aquifer drinking water supply watershed. The JCC members voiced their concerns for the proposal and agreed to provide

comments that will be compiled into a JCC review report, that will be submitted to the Town Planner, Town Administrator and Planning Commission.

III. Approval of Minutes: Regular Meeting Minutes: April 13, 2021 **Motion to approve Meeting minutes 1st Susan Shim Gorelick, 2nd Jess Wurzbacher- all in favor - motion passed.**

IV. OPEN FORUM:

- A) Scheduled request to address: None scheduled
- B) Non-Scheduled request to address: Lisa Bryer, Jamestown Town Planner

V. CORRESPONDENCE AND BILLS

- A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. No updates on proposed RIDEM Wetland rules.
- B) CRMC: No relevant hearings in May for Jamestown
http://www.crmc.ri.gov/calendars/2021_05.html

VII. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: The JCC discussed the pros and cons of the 91 Carr Lane: Mixed -Income Development project proposal. As noted above the JCC agreed to provide comments that will be compiled into a JCC review report, that will be submitted to the Town Planner, Town Administrator and Planning Commission. Barbara Lundy and the JCC discussed the possibility of using drone aerial imagery for portions of the Trail map (e.g. Godena Farm and Parker Farm). The JCC agreed that high quality aerial photos might be useful for future JCC and Town collaborative webpages, display boards at events, Earth day, festivals, or Chamber events in Town in the future. Barbara Lundy will pursue this initiative further and report back to the JCC with new information or updates.
- B) Public education: Susan Shim Gorelick provided the JCC with updates and the JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education and events with other JTN groups: e.g. <https://www.cc4es.org/>, Sustainable Jamestown <https://www.sustainablejamestown.com/>, JAC, Conanicut Island Sailing Foundation. Susan and the JCC will continue to research and advocate for this initiative to coordinate, collaborate and communicate across Jamestown Environmental-Sustainability groups. Susan will continue exploring the idea of an interim transitional website for this initiative and is communicating with Jamie Matthews, Town Planner, Lisa Bryer, and Town Administrator, Jamie Hainsworth about these options. Environmental education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting Review, discussion and/or potential action and/or vote.
- C) Harbor Management Commission (G. Souza). George was not able to attend this meeting but provided a written update from the April HMC
- D) Tree Committee (G. Souza). Susan Shim Gorelick reported that the town tree nursery has been updated with replenished fencing and irrigation, and that they are planting trees around town.

- E) Taylor Point Restoration Association (G. Souza). The TPRA have started their Saturday clean up events again and are busy removing and reducing invasive species near the black cherry woodlands at Taylor Point

VIII. NEW BUSINESS

- A) Next JCC Meeting will be held Tuesday, June 8, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – **8:25 PM –Motion to adjourn Susan Shim Gorelick 1st, Joyce Antonello 2nd, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, June 8, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

Meeting ID: 837 7279 8834

Join Zoom Meeting: <https://us02web.zoom.us/j/83772798834>

Meeting Minutes

In attendance: J. Antonello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza.
Absent: J. Wurzbacher

- I. **Roll Call and Call to Order:** 6:40 PM; Meeting started recording via Zoom
- II. **Approval of Minutes:** Regular Meeting Minutes: May 11, 2021 **Motion to approve Meeting minutes 1st Joyce Antonello, 2nd Susan Shim Gorelick - all in favor - motion passed.**

III. OPEN FORUM:

- A) Scheduled request to address: Quentin Anthony, Conanicut Island Land Trust
Quentin Anthony discussed the Conanicut Island Land Trust's (CILT) opinion and perspective concerning the project proposal for the 91 Carr Lane Mixed-Income Development plan. Quentin first remarked to the JCC how important this review of the 91 Carr Lane project proposal is to the JCC's mission and oversight responsibilities. Quentin quoted from the JCC stated mission and charter from the Town's website, specifically noting that the JCC's charge is to protect the drinking water supply watershed, and water resources across Conanicut Island. Quentin enumerated the various variances to zoning ordinances, waivers and approvals by the Planning Commission that are being requested and are necessary for the project to move forward: for example the proposal asks for cluster zoning for 4 house lots, but that requires 18 acres under the RR-200 zoning ordinance (200,000 or roughly 5 acres per house lot). The project proposal is for a 1.35-acre lot, and therefore the variance they seek is 17 acres. Quentin also described how the project proposal was advertised and described incorrectly in legal documents and public notices (in the JTN Press) as 6.9 acres in total when it should have been focused on the 1.35-acre lot (5.5 acres of the total 6.9 acres were preserved for watershed protection using a RIDEM grant). Quentin stated that because much of our town is served by the North Reservoir and it is an extremely small watershed, the Town Council long ago zoned the drinking water supply watershed RR200. The stated purpose of this zoning was the protection of the watershed feeding the drinking water reservoir, via the 200,000 square feet (S.F.) per house lot zoning. Quentin referenced and cited from the JTN Comprehensive Plan and its many instances where it specifies the protection of the drinking water supply watershed. Quentin further stated that 4 houses on 1.35 acres in the drinking water supply watershed is a shocking deviation from what the Town Council originally envisioned. Quentin also stated that in the last 40 years, not one landowner in the RR200 zone has been allowed to create a lot less than 200,000 S.F.

The JCC members noted and discussed that the project proposed is in the Watershed Conservation District, a hydrologically sensitive area within

Jamestown's sole source aquifer drinking water supply watershed. The JCC supports the Town's efforts at creating affordable housing options, however, not at the expense of drinking water resources and would prefer to see affordable housing projects proposed in less environmentally sensitive areas of the island. The JCC's concerns center around the critical and fragile drinking water supply for the island, and the dependence on engineered controls to protect the functional elements of these natural resources providing the island with inestimable ecosystem services and benefits.

B) Non-Scheduled request to address: None

IV. CORRESPONDENCE AND BILLS

A) None: Have not yet received an invoice for the tree removal of fallen tree blocking the trail at the Conanicut Island Sanctuary Trail.

V. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:

<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. No updates on proposed RIDEM Wetland rules.

B) CRMC: No relevant hearings in June for Jamestown
http://www.crmc.ri.gov/calendars/2021_06.html

VII. Old Business & Committee Reports:

A) Rights of Way/Parks/Greenways & Public Access: Rights of Way/Parks/Greenways & Public Access: The JCC reviewed and discussed the JCC's comments regarding 91 Carr Lane: Mixed -Income Development project proposal, that were submitted to JTN Town Planner, Planning Commission and Town Administrator. A. Kuhn-Hines provided an update from the June 2, 2021 Planning Commission Meeting: The Church Community Housing Corporation's legal representative requested more time to make amendments to the original application. Leo Orsi updated the JCC on the Wickford Ave ROW describing how the abutting neighbor to the south was supporting the town (financially) and cooperating in its efforts to clear the brush creating a trail to the shoreline. Leo reported that the ROW is shaping up nicely-the Town Public Works department is doing a great job clearing the brush and shaping the trail. Leo reported that the Hull Cove trail ROW issue with the new abutting owner is still in court proceedings.

B) Public education: Susan Shim Gorelick provided the JCC with updates and the JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education and events with other JTN groups: e.g. <https://www.cc4es.org/>, Sustainable Jamestown <https://www.sustainablejamestown.com/>, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, etc. Susan and the JCC will continue to research and advocate for this initiative to coordinate, collaborate and communicate across Jamestown Environmental-Sustainability groups. Susan discussed how Johnson & Wales has an "Experiential Experience" program and she may be able to have some students help with the web development. Susan will continue exploring the idea of an interim transitional website for this initiative and is communicating with JTN island resident, Jamie Matthews, Town Planner, Lisa Bryer, and Town Administrator, Jamie Hainsworth about these options.

C) Harbor Management Commission (G. Souza). George reported that the request/petition by Walrus & Carpenter to use the Dutch Harbor harbormaster's dock as an upwelling platform was going to be discussed at the next HMC meeting (6/9/21). George discussed how the HMC want to invite the CRMC Aquaculture director, Ben Goetsch, to discuss the proposal and give his the CRMC's

perspective, as the CRMC would have to grant approval for the activity. George will report back on that discussion at the next JCC meeting.

D) Tree Committee (G. Souza). George Souza and Susan Shim Gorelick reported that the town tree nursery has been updated with replenished fencing and irrigation, and that they are planting trees around town. They also reported that the Tree Committee received a grant to do an island-wide tree inventory, and a grant to do capacity building, and identifying unique trees on the island.

E) Taylor Point Restoration Association (G. Souza). The TPRA have restarted their Saturday clean up events again and are busy removing and reducing invasive species near the black cherry woodlands at Taylor Point. They are also planting native tree species at Taylor Point.

VIII. NEW BUSINESS

A) Next JCC Meeting will be held Tuesday, July 13, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 8:14 PM –Motion to adjourn George Souza 1st, Barbara Lundy 2nd, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, February 20, 2018

Minutes

Call to Order: The meeting was called to order @ 6:50 pm.

Roll Call:

Present: Elaine Peterson, Mark Girard, Lois Migneault, Andrew Hunter, Dick Lynn, George Souza (Conservation Committee Liaison), and (Tree Warden) Steve Saracino

Absent: Peter Kallman, Roger Birn

Reading of Minutes:

Minutes for December: Mark Girard moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

Correspondence: No new correspondence

Tree Warden Report: (report included below)

Old Business

Tree Pruning/Removals:

Requests from Jim Rugh for tree pruning/removal on Rainbow Pond Road, Nanette Blish for tree pruning/removal at 50 Cole Street, and John Plowden for tree pruning/removal on 28 Calvert Place have all been approved and sent on to the DPW.

Tree City USA: Application has been made.

Fort Getty:

See Tree Warden Report

Transfer Station Tree Planting:

See Tree Warden Report

Taylor Point: Town has been reimbursed for the RIDEM 2016 ATB.

Memorial Trees:

Elaine will contact Ken Duva, the school superintendent, concerning the William Kitts memorial Tree. Andrew Hunter made a motion to plant a Sugar Maple, Dick Lynn seconded the motion, all approved. Discussed a location on the south side of the school where there are misshapen trees. Also discussed having Jr High science students attend the educational pruning and planting of this tree.

Educational Lecture:

Lecture on Planting at the Tree Nursery. Steve Saracino suggested the April-May time frame.

ATB grant for 2018: Again discussed possible tree locations for 2018 grant. North Road, Fort Getty Road, Transfer Station

New Business:

- Arbor Day celebration, April 27, 2018 - The following will be researched for planting on Arbor day: Windmist Farm road side, Narragansett Avenue, Transfer Station
- Secretary for committee – no volunteers, Roger will be asked.
- Educational tour regarding planned pruning of trees (Andrew Hunter's yard) – will consider September or December
- Discussed English Oak decline: there is no significant treatment that works.

Liaison and Other Reports: None

Open Forum- No attendees for the Public Forum

Adjourn: The meeting was adjourned at 7:44 PM. Lois Migneault moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, March 20, 2018

Minutes

Call to Order: The meeting was called to order @ 6:52 PM.

Roll Call:

Present: Lois Migneault, Andrew Hunter, Peter Kallman, Roger Birn, and (Tree Warden) Steve Saracino

Absent: Mark Girard, Elaine Peterson, Dick Lynn & George Souza (Conservation Committee Liaison)

Reading of Minutes:

Minutes for December: Roger Birn moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

Correspondence: No new correspondence

Tree Warden Report: (report included below)

Old Business

Memorial tree planting and ceremony for William Kitts:

A spot for a Red or Sugar Maple has been found near the Melrose School. The DPW should be asked to prepare the hole in advance of planting the tree. A time that works for the family should be chosen either after school or on a Saturday in late April or early May. School children will be asked to attend. Andrew Hunter will provide instruction on the correct way to plant a tree.

Arbor Day celebration, Friday, April 27:

Mike Gray will be speaking with Martha Neal or Harry Chase about the possibility of planting a tree along the edge of their field for Arbor Day and then more trees later if we get the ATB grant for tree planning from DEM. The ATB grant would mean 12-15 trees of 2.5-3 inch caliper. NOTE: Details need to be provided to Town Clerk Cheryl Fernstrom to put on Town Council calendar

Educational session:

An educational session will be held this spring at Andrew Hunter's yard on appropriate planting techniques, mulching, and tools to be used. There will also be a discussion of the appearance of a well pruned tree.

The tour of Tree Nursery will be scheduled for the fall. Irrigation system and fencing needs to be worked on this spring and summer.

Fort Getty:

See Tree Warden Report

Memorial Trees:

Andrew Hunter suggested that a Memorial tree might be planted the daughter of Wiggy and Penelope Potter

New Business:

Request by Mike Gray for report of Tree Committee activities:

Roger and Steve consulted on this report and Steve will put together a preliminary list for review.

Liaison and Other Reports: None

Open Forum- No attendees for the Public Forum

Adjourn: The meeting was adjourned at 7:55 PM. Lois Migneault moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, April 17, 2018

Minutes

Call to Order: The meeting was called to order @ 6:52 PM.

Roll Call:

Present: Lois Migneault, Andrew Hunter, Mark Girard, Elaine Peterson, Peter Kallman, Roger Birm, George Souza (Conservation Committee Liaison), and (Tree Warden) Steve Saracino

Absent: Dick Lynn

Reading of Minutes:

Minutes for March: Roger Birm moved to approve the minutes; Mark Girard seconded the motion, all approved.

Correspondence: No new correspondence

Tree Warden Report: (report included below)

Old Business

Memorial tree planting and ceremony for William Kitts:

Will be held on Friday, May 11 at 9AM at the Melrose School.

Andrew Hunter will speak on behalf of the Tree Committee.

Roger, Elaine, and Andrew have been consulting with the family, Ken Duva, and Pete Andersen concerning the details. Ken will send invitations. Someone needs to contact the fire department. School children will be in attendance.

Memorial tree for Maggie Potter, the daughter of Wiggy and Penelope Potter:

A location for this tree near the bench at Fort Getty in her honor has to be found. The tree committee will provide the tree.

Arbor Day celebration, Friday, April 27 at 10AM, location TBD:

North road tree locations have not been identified. Replacement trees for removed trees on town property where identified near the homes of Anna Templeton-Cotill and Linda Brown. Steve will contact Anna. Lois will contact Linda.

Educational session:

An educational session will be held at 10AM on Saturday, June 16 at Andrew Hunter's yard on the results of good pruning, appropriate planting techniques, mulching, and tools to be used.

The tour of Tree Nursery will be scheduled for the fall. Irrigation system and fencing needs to be worked on this spring and summer.

Fort Getty:

Planting at Fort Getty Road will begin in May according to the plan. The DPW, the Tree Committee, and the Boals will perform maintenance.

Transfer Station:

Plants will be tagged shortly for phase 2 planting later this year.

Report to the Town Council:

Elaine and Steve presented a report of Tree Committee activities at the Town Council meeting April 16. They reported that the Town Council was very pleased with the ongoing work of the Tree Committee. The Fort Getty road plan was also presented and the Town Council approved the plan.

Liaison and Other Reports: None

Open Forum- No attendees for the Public Forum

Adjourn: The meeting was adjourned at 7:52 PM. Andrew Hunter moved to adjourn the meeting. Lois Migneault seconded the motion, all approved.

Next Meeting is Tuesday, May 15, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, August 21, 2018

Minutes

Call to Order: The meeting was called to order @ 6:52 PM.

Roll Call:

Present: Elaine Peterson, Lois Migneault, Mark Girard, Andrew Hunter, Roger Birn, Steve Saracino (Tree Warden), and George Souza (Conservation Committee Liaison)

Absent: Dick Lynn, and Peter Kallman

Reading of Minutes:

Minutes for June: Mark Girard moved to approve the minutes; Roger Birn seconded the motion, all approved.

Correspondence: 3 Tree Requests.

Tree Warden Report: (see insert below)

Steve will meet with Bernie and Donna Pfeiffer (423-3509) to discuss replanting of trees at their residence on Seaside Ave. Nine white pine and a cedar trees were removed at this location.

Old Business

Memorial tree for Maggie (Magnolia) Potter, the daughter of Wiggy and Penelope Potter: Andrew Hunter dug a test hole for the memorial tree for the requested Sugar Maple.

Planting Demo at the Tree Nursery:

A motion was made by Roger to hold an instructional session at the Tree Nursery in October. Mark seconded the motion. All approved the motion.

Norway Maples:

Elaine will draft a document on Invasive Norway Maples for the Jamestown Tree Preservation and Protection Committee web page for the committee's consideration.

Fort Getty:

Transfer Station:

New Business:

Dick Lynn has said he will resign from the committee. Peter Kallman will be asked about his interest in continuing on the committee due to his attendance record.

Emerald Ash Borer:

Steve reviewed the DEM Press release on the Emerald Ash Borer. The committee decided to hold an informational session at the library with Heather Faubert to address

this issue. A Wednesday in late September was suggested as a preferred date. Elaine will set the date with Heather and the library.

Liaison and Other Reports: none

Open Forum- Attendees for the Public Forum were Bernie and Donna Pfeiffer

Adjourn: The meeting was adjourned at 7:45 PM. Andrew Hunter moved to adjourn the meeting. Mark Girard seconded the motion, all approved.

Next Meeting is Tuesday, September 18, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, September 18, 2018

Minutes

Call to Order: The meeting was called to order @ 6:50 PM.

Roll Call:

Present: Elaine Peterson, Lois Migneault, Mark Girard, Andrew Hunter, Roger Birn, and Steve Saracino (Tree Warden)

Absent: Andrew Hunter, Peter Kallman, and George Souza (Conservation Committee Liaison)

Reading of Minutes:

Minutes for June: Mark Girard moved to approve the minutes; Roger Birn seconded the motion, all approved.

Correspondence: Steven Hines states that a Magnolia needs pruning on the corner of Narragansett Ave and Ocean Ave. Steve states that this has been taken care of.

Tree Warden Report: *(see insert below)*

Steve has spoken with Bernie and Donna Pfeiffer a number of times. The town will provide 3 or 4 trees for planting. Homeowners will supplement.

Old Business

Memorial tree for Maggie (Magnolia) Potter: Steve will coordinate with the DPW and Andrew to have the tree planted in the next 2 weeks.

Planting Demo at the Tree Nursery:

Demo is postponed until next spring due to the on-going work at the nursery.

Invasive Trees on Jamestown

Elaine drafted a document on Invasive trees and shrubs for the Jamestown Tree Preservation and Protection Committee web page.

Fort Getty:

Transfer Station:

New Business:

Membership on the committee: Dick Lynn has resigned from the committee. Names of possible new members were provided to Elaine.

Emerald Ash Borer Education session:

Heather Faubert will present an Emerald Ash Borer information session on Thursday September 27 at 6:45 at the library. Elaine will write a press release for the Jamestown Press on the subject. Other members signed up for posting flyers around town and emailing friends.

Liaison and Other Reports: none

Open Forum- none

Adjourn: The meeting was adjourned at 7:20 PM. Lois Migneault moved to adjourn the meeting. Mark Girard seconded the motion, all approved.

Next Meeting is Tuesday, October 16, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, December 04, 2018

Minutes

Call to Order: The meeting was called to order @ 6:48 PM.

Roll Call: Present: Elaine Peterson, Lois Migneault, Mark Girard, and George Souza (Conservation Committee Liaison)

Absent: Peter Kallman, Andrew Hunter, Roger Birn, Steve Saracino (Tree Warden)

Reading of Minutes: Minutes for October: Mark Girard moved to approve the minutes; Elaine Peterson seconded the motion, all approved.

Correspondence: none

Tree Warden Report: none

Old Business

Memorial tree for Maggie (Magnolia) Potter: This tree planting is waiting for a planting location to be approved by Mike Gray.

Invasive Trees on Jamestown: Roger Birn still working on this

New Business:

Membership on the committee: Elaine will consider continuing as head of the committee. Mark is leaving the committee because it is not more active in protecting trees from aggressive plants. Elaine and Lois will write a description of the duties of members of the committee. It will be used to inform potential applicants.

DEM-America the Beautiful (ATB) 2019 Grant Application: Two possibilities were discussed. Planting along North Road just north of Round Marsh and planning native trees at Taylor Point in support of the Restoration

Liaison and Other Reports: none

Open Forum- none

Adjourn: The meeting was adjourned at 7:30 PM. Lois Migneault moved to adjourn the meeting. Mark Girard seconded the motion, all approved.

Next Meeting is Tuesday, Jan 15, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, January 22, 2019
Minutes

Call to Order: The meeting was called to order @ 6:52 PM.

Roll Call: Present: Elaine Peterson, Lois Migneault, Andrew Hunter, Roger Birn, & Steve Saracino (Tree Warden) Absent: George Souza (Conservation Committee Liaison)

Reading of Minutes: Minutes for December 4, 2018: Elaine Peterson moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

Tree Warden Report: Steve reported on activities in the report. (See insert below.)

Old Business:

1. DEM-America the Beautiful (ATB) 2019 Grant Application:
 - a. The following activities were reviewed for the AB grant: (1) Replace ailing trees on Windmist farm bordering North Road with hardy large maples, eg, sugar maples. (2) Plant large native shade tree at Taylor Point (3) Replace black locust trees with native trees on Quaker meeting house property
 - b. Steve Saracino told the committee that funding for the grant this year had been reduced and that the awards would favor educational outreach activities. Based on this information the committee voted to request funds to support a Public Awareness Campaign Project associated with local invasive plant species in Jamestown.
2. Invasive tree information for Tree Committee section of town website: English Oak, Autumn Olive, Norway Maple, Black Locust (not discussed)
3. Memorial Tree planting for Maggie Potter: A new location at Fort Getty is being considered for the bench.
4. Membership: The following names were suggested as people who may want to serve on the Tree Committee: William Hutchinson, Sheila Nixon, & David Frank

New Business:

1. Committee's executive positions: Elaine Peterson moved to nominate Roger Birn as chairman of the committee; Andrew Hunter seconded the motion, all approved.
2. Review document describing the Tree Committee membership activities: Membership reviewed and approved of the document.

Correspondence: none

Liaison and Other Reports: none

Open Forum- none

Adjourn: The meeting was adjourned at 7:45 PM. Lois Migneault moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Next Meeting is Tuesday, Feb 19, 2018

**Approved Document:
About the Jamestown Tree Preservation and Protection Committee**

Trees are vital to the character and beauty of our town. The Jamestown Tree Preservation and Protection Committee is a dynamic group that acts to ensure the health and care of these important natural resources. Committee members actively plan and participate in the group's undertakings and events throughout the year.

The mission of the Tree Committee has several components:

- To increase awareness of the environmental, community, economic and social value of trees.
- To promote the well-being of trees throughout our town. We do this through development of educational programs, tours and information on native trees, optimal tree selection, planting and upkeep, and disease management.
- To ensure the safety and maintenance of trees on town property and public rights-of-way. This is accomplished by working with the town's tree warden and the Department of Public Works to review and approve, as appropriate, requests for tree planting, pruning, and removal.
- To undertake tree-oriented projects which enhance the aesthetics and overall quality of life in our town by collaborating with civic leaders and tree warden on celebrations, observances and proposal submissions for funding to appropriate funding sources.
- To provide citizens of the town with affordable access to trees and planting assistance.

We welcome and encourage any and all Jamestown residents who share an interest in the Tree Committee's mission to apply for membership on the committee. Member terms are three years.

Jamestown Tree Preservation and Protection Committee
Jamestown Police Station
250 Conanicus Ave, Jamestown, RI 02835
Tuesday, February 19, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:59 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Andrew Hunter, Roger Bim, & Steve Saracino (Tree Warden) Absent: George Souza (Conservation Committee Liaison)

READING AND APPROVAL OF MINUTES

Minutes for January 22, 2018: Elaine Peterson moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

TREE WARDEN REPORT

1. Steven Saracino reported on activities in the report. (See insert below.)

UNFINISHED BUSINESS

1. Memorial Tree Planting, Fort Getty : Andrew will speak to MagiPotter's parents about another location for the tree. Steve will speak with Mike gray about acceptable locations.
2. Forty Getty Road, Jeff Boal updates : Steve will speak with Jeff about his planting plans for 2019 that involve town property.
3. DEM-America the Beautiful (ATB) 2019 Grant Application: Proposed collaboration with Taylor Point group on invasive species brochure. Lois updated members on the status of the conversations with Lisa Bryer and the updates to the Town Council White paper
4. New member updates: There have been applications filed at town hall.

NEW BUSINESS

1. Additional Goals for 2017; review, discussion and/or potential action and/or vote (not discussed)

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

none

OPEN FORUM

none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Arbor Day – April 26, 2019

ADJOURN: The meeting was adjourned at 8:05 PM. Elaine Petersen moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Next Meeting is Tuesday, March 19, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road , Jamestown, RI 02835
Minutes for Tuesday, March 19, 2019

CALL TO ORDER: The meeting was called to order @ 6:59 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Andrew Hunter, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison) and new members Walter Bopp, Beth Herman, Susan Shin Gorelick.

Absent: Roger Birm

READING AND APPROVAL OF MINUTES

Minutes for February 19, 2019: Elaine Peterson moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

TREE WARDEN REPORT

Steven Saracino reported on activities in the report. (See insert below.)

1. ATB Grant: Steve spoke with Caroline Scanlon of RIDEM who is administering the grant. She is a member of the RI Environmental Education Association and suggested them as a source of grant funds if the RI DEM award was not made to Jamestown.
2. Review of Trees removed or pruned by National Grid

UNFINISHED BUSINESS

1. Memorial Tree Planting: location of Tree is still to be determined. Steve will meet with Mike Gray
2. Invasive Plant Awareness: Lois updated the committee on the status of this effort.
3. Arbor Day Thursday, April 26 Discussion: Christine Bernardo's 5th grade class hopes to attend this event. Andy Nota and town council members will also be invited. The following locations were suggested.
 - a. Windmist Farm
 - b. The Battery
 - c. Transfer Station
 - d. Pump Station on North Road
 - e. Ball Field

Lois made a motion that a Sugar Maple be planted at Windmist Farm, Walter seconded this motion, and all agreed.

NEW BUSINESS

1. Additional Goals for 2019; review, discussion and/or potential action and/or vote (not discussed)

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

George Souza reported on discussion at the Conservation Commission concerning the Tax lots in the Shores and the consideration of removing trees for water

conservation. Committee members all agreed that removing trees would have a negative impact.

OPEN FORUM

none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Arbor Day – Friday, April 26, 2019

ADJOURN: The meeting was adjourned at 7:56 PM. Andrew Hunter moved to adjourn the meeting. Susan Gorelick seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, April 15, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:49 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Andrew Hunter, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison) and new members Walter Bopp, Beth Herman, Susan Shin Gorelick.

Absent: Roger Birn

READING AND APPROVAL OF MINUTES

Minutes for March 19, 2019: Susan Gorelick moved to approve the minutes; Walter Bopp seconded the motion, all approved.

TREE WARDEN REPORT

Steven Saracino reported on activities in the report. (See insert below.)

1. Susan Gorelick suggested that the RI Environmental Education (RIEE) association or other environmental groups might have funded speakers who could speak on Invasive Plants.
2. Review of Tree removal or pruning applications.

UNFINISHED BUSINESS

1. Memorial Tree Planting: location of Tree is still to be determined. Andrew Hunter will speak with Maggie's parents and propose a few locations.
2. Invasive Plant Awareness: Lois updated the committee on the status of this effort.
3. Arbor Day 1:00PM Thursday, April 26 with Civics teacher Christine Bernardo's 5th grade class. Andy Nota and Town Council chairperson Mike White will attend. A Sugar Maple will be planted on the Lawn Avenue side of the elementary school. Elaine will prepare an informational document on facts about the tree for the students, will make a digital invitation for us to share, and will speak to the Jamestown Press about coverage.

NEW BUSINESS

1. Educational Sessions
2. Review of the Jamestown Tree Document proposed for the next meeting
3. Susan Gorelick introduced her web site Coalition Center for Environmental Sustainability CC4ES - <https://cc4es.godaddysites.com> CC4ES is a community of businesses, policy makers and academia who all have the common goal of environmental sustainability.

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

George Souza had nothing to report from the Conservation.

OPEN FORUM

none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Review of the Tree Committee's document: Approved Jamestown Street Trees
ADJOURN: The meeting was adjourned at 7:56 PM. Andrew Hunter moved to adjourn the meeting. Lois Migneault seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, May 21, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:48 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Roger Birn, Walter Bopp, Beth Herman, & Susan Shin Gorelick.

Absent: Andrew Hunter, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison)

READING AND APPROVAL OF MINUTES

Minutes for April 16, 2019: Walter Bopp moved to approve the minutes; Susan Gorelick seconded the motion, all approved.

TREE WARDEN REPORT

Roger Birn read the Tree Warden's report. (See insert below.)

1. Susan Gorelick suggested that the RI Environmental Education association or other environmental groups might have funded speakers who could speak on Invasive Plants.
2. Review of Tree removal or pruning applications.

UNFINISHED BUSINESS

1. Memorial Tree Planting: Andrew Hunter spoke with Maggie's parents about locations other than Fort Getty. Walter suggested that the Memorial Tree Planting program should be reconsidered given that available locations are so difficult to find.
2. Invasive Plant Awareness Campaign: Lois will present the white paper to the Jamestown Town Council on June 17th.

NEW BUSINESS

1. Cherry Trees at 22 Union Street: A letter was received from Donna Cameron who lives at 22 Union Street, on the corner of Union and Green Streets, about two cherry trees the town has deemed a safety hazard. The resident, Donna Cameron, has requested help in saving the two mature trees on town property between the sidewalk and Union Street. Steve Saracino provided an Assessment of the situation.
 - a. The town plans to remove the trees for two reasons:
 - i. Their roots are large and have buckled the sidewalk, causing it to be difficult/dangerous to walk. A year ago, a woman fell while trying to negotiate the uneven sidewalk. The town could have been held liable but she did not sue.
 - ii. Their branches overhang into the street, forcing tall vehicles (emergency vehicles, delivery trucks) to leave the east-to-west driving lane and move into the lane of oncoming vehicles. As I understand it, the minimum height for branches overhanging a street is 13 feet.

- b. After a discussion Roger Birn made a motion that the Union Street Trees be kept and pruned to allow for movement of people and vehicles. Beth Herman seconded the motion, all agreed.
2. Review of the Jamestown Tree Documents proposed for the next meeting
3. Discussion of the definition of Native Plant
 - a. Lois stated that Go Botany is now the authority on plant names.
<https://gobotany.nativeplanttrust.org>
4. Susan talked about the Ecosia.org search engine that supports the planting of trees in the 3rd world.
5. Discussion of "Why Invasive Trees are Bad" and the need for biodiversity to create a resilient healthy ecosystem.

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

none.

OPEN FORUM

Donna Cameron and Paul Gregous attended to discuss the trees on Union

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Review of the Tree Committee's document: Approved Jamestown Street Trees

ADJOURN: The meeting was adjourned at 7:57 PM. Elaine Peterson moved to adjourn the meeting. Susan Shin Gorelick seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, June 18, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:48 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Roger Birn, Walter Bopp, Beth Herman, & Susan Shin Gorelick. Andrew Hunter, Steve Saracino (Tree Warden),

Absent: George Souza (Conservation Committee Liaison)

READING AND APPROVAL OF MINUTES

Minutes for April 16, 2019: Walter Bopp moved to approve the minutes; Susan Gorelick seconded the motion, all approved.

TREE WARDEN REPORT

Roger Birn read the Tree Warden's report. (See insert below.)

1. Susan Gorelick suggested that the RI Environmental Education association or other environmental groups might have funded speakers who could speak on Invasive Plants.
2. Review of Tree removal or pruning applications.

UNFINISHED BUSINESS

1. Memorial Tree Planting: Andrew Hunter spoke with Maggie's parents about locations other than Fort Getty. Walter suggested that the Memorial Tree Planting program should be reconsidered given that available locations are so difficult to find.
2. Invasive Plant Awareness Campaign: Lois will present the white paper to the Jamestown Town Council on June 17th.

NEW BUSINESS

1. Cherry Trees at 22 Union Street: A letter was received from Donna Cameron who lives at 22 Union Street, on the corner of Union and Green Streets, about two cherry trees the town has deemed a safety hazard. The resident, Donna Cameron, has requested help in saving the two mature trees on town property between the sidewalk and Union Street. Steve Saracino provided an Assessment of the situation.
 - a. The town plans to remove the trees for two reasons:
 - i. Their roots are large and have buckled the sidewalk, causing it to be difficult/dangerous to walk. A year ago, a woman fell while trying to negotiate the uneven sidewalk. The town could have been held liable but she did not sue.
 - ii. Their branches overhang into the street, forcing tall vehicles (emergency vehicles, delivery trucks) to leave the east-to-west driving lane and move into the lane of oncoming vehicles. As I understand it, the minimum height for branches overhanging a street is 13 feet.

- b. After a discussion Roger Birn made a motion that the Union Street Trees be kept and pruned to allow for movement of people and vehicles. Beth Herman seconded the motion, all agreed.
2. Review of the Jamestown Tree Documents proposed for the next meeting
3. Discussion of the definition of Native Plant
 - a. Lois stated that Go Botany is now the authority on plant names.
<https://gobotany.nativeplanttrust.org>
4. Susan talked about the Ecosia.org search engine that supports the planting of trees in the 3rd world.
5. Discussion of "Why Invasive Trees are Bad" and the need for biodiversity to create a resilient healthy ecosystem.

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

none.

OPEN FORUM

Donna Cameron and Paul Gregous attended to discuss the trees on Union

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Review of the Tree Committee's document: Approved Jamestown Street Trees

ADJOURN: The meeting was adjourned at 7:57 PM. Elaine Peterson moved to adjourn the meeting. Susan Shin Gorelick seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, July 16, 2019 (& June 18, 2019)
Minutes

CALL TO ORDER: The meeting was called to order @ 6:51 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Walter Bopp, & Andrew Hunter, George Souza (Conservation Committee Liaison)

Absent: Susan Shim Gorelick, Roger Birn, Beth Herman, Steve Saracino (Tree Warden)

READING AND APPROVAL OF MINUTES

Minutes for June 2019 were not approved.

TREE WARDEN REPORT

Tree Warden's report. (See insert below.)

1. Discussed having Andy Wade identify a location on the north side of the field at Fort Getty for a September planting of the Maggie Potter Memorial Tree
2. Transfer Station – Conifers should be planted in the fall and watered throughout the following July and August. Appropriate deer deterrents should be used.
3. Motion was made by Walter to create a plan for plantings at the Transfer Station, Andrew seconded the motion; all approved the motion.

UNFINISHED BUSINESS

1. Education Proposal discussion: All agreed that sections one and two should be combined in the proposal below. The requests would be sent to URI and the RI Tree Council. Heather Frobort, Brian Maynard, and people from Morningstar Nursery or the Newport Conservancy were also mentioned as possible speakers.

NEW BUSINESS

1. Steve Saracino will not be attending all Tree Committee meetings due to other Tree warden responsibilities that use his 10-11 hours per month. Tree committee members felt his priorities should focus on quality control of planting and sourcing and selection of trees.

COMMUNICATIONS none

LIAISON AND OTHER REPORTS

George Souza presented a JT Press article from 2014 on the JT Conservation Commission's request to plant a Memorial Tree for Bob Kinder. Lois will bring this topic to the Taylor Point Restoration Association.

OPEN FORUM - none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Review of the Tree Committee's document: Approved Jamestown Street Trees

ADJOURN: The meeting was adjourned at 7:57 PM. Elaine Peterson moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, September 17, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ XX PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Walter Bopp, & Andrew Hunter, Susan Shim Gorelick, Roger Birn, Beth Herman, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison)

Absent: none

READING AND APPROVAL OF MINUTES

Minutes for June 18, 2019 were approved: Andrew moved to approve the minutes; Roger seconded the motion, all approved.

Minutes for July 16, 2019 were approved: Walter moved to approve the minutes; Roger seconded the motion, all approved.

Minutes for August 20, 2019 were approved: Elaine moved to approve the minutes; Susan seconded the motion, all approved.

TREE WARDEN REPORT

UNFINISHED BUSINESS

NEW BUSINESS

COMMUNICATIONS

LIAISON AND OTHER REPORTS

OPEN FORUM

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

ADJOURN: The meeting was adjourned at 7:45 PM. Lois moved to adjourn the meeting. Beth seconded the motion, all approved.

Next meeting will be October 15, 2019

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, November 19, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:50 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Walter Bopp, Susan Shim Gorelick, Roger Birn, Beth Herman, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison)

Absent: none

READING AND APPROVAL OF MINUTES

Minutes for Oct 15, 2019 were approved: Walter Bopp moved to approve the minutes; Beth Herman seconded the motion, all approved.

TREE WARDEN REPORT

Tree Warden Report was reviewed.

State related tree request on 7 Beavertail Road. Steve will be the liaison on this.

ATB Grant: 2 suggestions for grant requests from DEM: (1) tree inventory to cover a small area similar to what was done a number of years ago on Narragansett Avenue. (2) Something to do with Emerald Ash Borer.

UNFINISHED BUSINESS

Successful Lecture Series: 33 people attended the John Campanini lecture and 23 people attended the Alana Russell lecture.

The memorial tree program was removed from the Jamestown tree website.

Committee membership: there are two openings on the committee currently one of them to replace Andrew Hunter. Elaine will look into when elections take place for the committee.

NEW BUSINESS

Lois made a motion to move the monthly December meeting to the third Tuesday of the month. Susan seconded the motion, all approved.

Election of new officers: Walter made a motion to but election on hold until after Elaine determines what the rules of order require. Susan seconded this motion, all approved.

Tree Warden attendance at meetings: Lois made a motion to move this discussion until January, Susan seconded the motion, all approved.

COMMUNICATIONS - none

LIAISON AND OTHER REPORTS

George Souza mentioned the 22 tax lots in the shores areas that are under the control of the Land Trust. On one lot the adjacent landowners have cut down trees.

OPEN FORUM - none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

ADJOURN: The meeting was adjourned at 7:52 PM. Lois moved to adjourn the meeting. Beth seconded the motion, all approved.

Next meeting will be Tuesday, December 17, 2020

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, December 17, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:47 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Walter Bopp, Susan Shim Gorelick, Roger Birn, Beth Herman, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison)

Absent: none

READING AND APPROVAL OF MINUTES

Minutes for Nov 19, 2019 were approved: Roger moved to approve the minutes; Walter seconded the motion, all approved.

Minutes for September 17, 2019 were approved: Roger moved to approve the minutes; Walter seconded the motion, all approved.

TREE WARDEN REPORT

Arbor Day in April at Lawn Avenue School

Tree Nursery

Tree list will be updated in the spring on the website.

Volunteer form will be provided to the web site

Water collection system needs to be updated at the nursery prior to new plantings.

Cost of trees will be updated to \$150. Mike Gray approved this price change.

America the Beautiful Grant(ATB)

Beth offered to explain how the Newport Tree Arboretum uses the Open Tree Map application to inventory trees in Newport County.

Susan made a motion to propose an inventory of Narragansett Avenue for the ATB grant. Roger seconded the motion. All agreed. (Last inventory was in 2015)

Beth will work with Steve on the grant application.

UNFINISHED BUSINESS

Elaine made a motion that the Tree Committee ask the Town Council President how the Tree committee is expected to participate in the Tree Warden's annual review. Susan seconded the motion, all approved.

NEW BUSINESS

Elaine made a motion to postpone the election of officers until Jan or Feb of 2020. Susan seconded the motion, all approved.

The following slate was proposed: Chairperson - Lois Migneault; Vice Chairperson – Beth Herman, Secretary - Beth Herman (Walter may replace Beth in the Vice Chairperson position at a later date.)

Elaine reminded the committee that the agenda needed to be posted to the SOS 48 hours before the meeting. Hard copy of the agenda needs to be posted at the Police Station and at the library.

COMMUNICATIONS

LIAISON AND OTHER REPORTS - none

OPEN FORUM - none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Discuss and decide on the meeting day and schedule for 2020.

ADJOURN: The meeting was adjourned at 7:55 PM. Elaine moved to adjourn the meeting. Walter seconded the motion, all approved.

Next meeting will be Tuesday, January 21, 2020

**Jamestown Tree Preservation and Protection Committee
Zoom Meeting
Wednesday, January 13, 2021
Minutes**

1. Call to Order: The meeting was called to order at 6:45 PM.
2. Roll Call:
 - Present: Walter Bopp, Beth Herman, Susan Shin Gorelick, Carol Coleman, Steve Heath, Tom Farrell (members), Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison).
 - Absent: none
 - Observer: Darcy Magratten
3. Reading of Minutes. The minutes from the most recent meeting on December 17, 2019 were distributed electronically. Due to the passage of time and the turnover of members, the minutes were presented for information purposes only.
4. Introduction of Members. The carryover and new members each gave a brief presentation on their backgrounds and interests in the Committee.
5. Vote for Officers.
 - Tom Farrell made a motion to accept a slate of officers to include Walter Bopp as Chairman, Steve Heath as Vice Chairman and Beth Herman as Secretary. Susan seconded the motion. The motion passed unanimously.
6. New Business.
 - Haley Barber and Fiona Christie presented information about the Conanicut Island Sailing Foundation (CISF) tree-planting project being run by their Eco-Club. The goal of the project is to replace the amount of paper used annually by Jamestown schools through the planting of new trees. The club has partnered with an organization called Tree-Plenish to offer trees to both private residents and the Town of Jamestown. The available trees, which are 2' saplings, include Red Maple and Eastern Redbud, both of which are native to New England. Volunteers would plant them on Earth Day, April 24th. To date, 151 trees have been reserved by Jamestown residents, with an additional 50 available to the town at no cost.
 - A discussion followed as to potential town locations as well as the mechanics of planting, watering and protecting the trees from hungry

animals. Two locations discussed were the new bike path and the Tree Committee nursery, where the young trees could be sheltered until large enough to require less protection.

The Tree Committee suggested that CISF refer to the link on the Jamestown government website for the USDA Tree Owner's Manual to assist the volunteers in proper planting and care. The link will also be forwarded to CISF. The trees must be ordered by March 24th at latest, with preference for late February.

The committee agreed to follow up at the next meeting with a proposal to include the number of trees desired and their location.

7. Tree Warden Report (previously distributed electronically).
 - a. As noted above, Steve provided input on the CISF proposal.
 - b. Tree Nursery. Upkeep work will commence in March/April. An inventory is also required. Due to its location adjacent to the new bike path, the nursery will have higher visibility. A number of committee members expressed interest in taking a tour of the nursery. A suggestion was also made to enlist volunteers from the CISF club or the local schools to assist in maintaining the nursery.
 - c. America the Beautiful Grant 2021. Last year's grant was not submitted due to Covid. The proposal was to complete an inventory of trees on Narragansett Avenue. Steve is following up with RIDEM about grant availability and requirements, at which point he will report back to the committee. Applications are due on March 31, 2021. Susan suggested a potential inventory tool available at greenmap.org. The group also discussed the creation of an inventory of Trees of Significance / Champion Trees on the Island.
 - d. Arbor Day 2021. A location will be selected for this year's planting, which will occur on April 30, 2021. The Lawn School, site of the 2019 planting of a Sugar Maple, was quite successful and will be considered for an additional tree. The Committee will follow up with Dr. Duva, school superintendent.
8. Unfinished Business. Included in previous discussion.
9. Liaison and other reports. N/a.
10. Open Forum.

Walter recommended the Manual of Woody Landscape Plants by Michael Dirr as an excellent tree reference. It was noted that the

Oakland Forest and Meadow Preserve in Portsmouth contains old growth forest.

11. Next meeting. Due to scheduling conflicts, it was suggested that the meeting date be changed from the second Wednesday of the month to the third Wednesday. The time would remain at 6:45. Walter made a motion, Susan seconded. The motion was unanimously approved. The upcoming meeting schedule will therefore be

February 17, 2021

March 17, 2021

April 21, 2021

May 19, 2021

June 16, 2021

July 21, 2021

Meetings will continue via Zoom until such time as in-person meetings are advisable and permitted.

12. The meeting was adjourned at 8:15 PM.

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the June 22, 2021 Meeting

**A regular meeting of the Jamestown Zoning Board of Review was held June 22, 2021.
THIS MEETING Was TELECONFERENCED VIA ZOOM AND VIA TELEPHONE:**

The Chairman called the meeting to order at 7:00 p.m. The Chair called the roll and noted the following members present:

Richard Boren, Chair
Dean Wagner, Vice-chair
Edward Gromada, Member
James King, Member
Judith Bell, 1st Alt.
Alex Finkelman, 3rd Alt.

Also present: Host Cinthia Reppe, Planning Assistant
Brenda Hanna, Stenographer
William L. Moore, Zoning Officer
Wyatt Brochu, Counsel
Pat Westall, Zoning Clerk

MINUTES

Minutes of May 25, 2021

A motion was made by Edward Gromada and seconded by Judith Bell to accept the minutes of the May 25, 2021 meeting as presented.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Edward Gromada, James King and Judith Bell voted in favor of the motion.

Alex Finkelman was not seated and Terence Livingston and John Shekarchi were absent

CORRESPONDENCE

E-mail from William Moore, Zoning Officer, dated 6/11/2021 re: a request for continuance of CMS, a request for continuance of James King, and a request to withdraw without prejudice of Peter Gaynor.

CMS

A motion was made by Edward Gromada and seconded by Dean Wagner to continue the application of CMS to the July 27, 2021 meeting.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Edward Gromada, James King and Judith Bell voted in favor of the motion.

Alex Finkelman was not seated and Terence Livingston and John Shekarchi were absent

King

A motion was made by Judith Bell and seconded by Edward Gromada to continue the application of James King to the July 27, 2021 meeting.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Edward Gromada, Judith Bell, and Alex Finkelman voted in favor of the motion.

Terence Livingston and John Shekarchi were absent and James King was recused.

Gaynor

The application of Peter Gaynor was withdrawn by the applicant.

OLD BUSINESS

Clancy

A motion was made by Richard Boren and seconded by Edward Gromada to grant the request of David A. & Jennifer R. Clancy, whose property is located at 392 North Road, and further identified as Assessor's Plat 7, Lot 22 for a variance from Article 3, Section 82-302, district Dimensional Regulations, Table 3-2 and Article 6, Section 82-605, Variances Authorized by the Ordinance, to construct an addition to an existing dwelling which adds storage space, a bedroom and bath 5 feet from the Westerly property line along North Road (50 ft. required) and 38 feet from the southerly property line (40 ft. required).

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 600, SECTION 606, and SECTION 607, PARAGRAPH 2.

Section 82-606 provides – Conditions for Granting a Variance.

In granting a variance, the Zoning Board of Review shall require that evidence to the satisfaction of the following standards be entered into the record of the proceedings:

1. That the hardship from which the applicant seeks relief is due to the unique characteristics of the subject land or structure and not to the general characteristics of the surrounding area; and is not due to a physical or economic disability of the applicant;
2. That the hardship is not the result of any prior action of the applicant and does not result primarily from the desire of the applicant to realize greater financial gain;
3. That the granting of the requested variance will not alter the general character of the surrounding area or impair the intent or purpose of the ordinance [this chapter] or the comprehensive plan upon which the ordinance [this chapter] is based; and
4. That the relief to be granted is the least relief necessary.

Section 82-607 – Variance -Additional Restrictions.

The Zoning Board of Review shall, in addition to the above standards require that evidence be entered into the record of the proceedings showing that: (2) in granting a dimensional variance, the hardship that will suffered by the owner of the subject property if the dimensional variance is not granted shall amount to more than a mere inconvenience. That fact that a use may be more profitable or that a structure may be more valuable after the relief is granted shall not be grounds for relief.

This Variance is granted with the following restriction/conditions:

1. The project must be constructed in strict accordance with the site and building plans duly approved by this Board.
2. The existing garage and shed will be razed and removed.
3. No structure will in the future be erected along the southerly property line except for a possible wood shed no more than 7 feet high.
4. The Existing Appeal of the Clancys pending in Newport Superior Court, C.A. No.: NC 2018-0188 will be dismissed with prejudice after the appeal period from the granting of this application expires.

This Motion is based upon the following findings of fact:

1. The Clancy property is located in an R200 zone and contains 65,340 square feet.
2. The subject property is in the Windmill Hill Historic District, which consists of six historic farmsteads, an 18th century burying ground, the meeting house, the windmill, and the miller's cottage.
3. The subject property is the miller's cottage, which dates from 1787.
4. The miller's cottage has a footprint of 878 square feet and is approximately 31 feet x 22 feet, and with a smaller attachment 11 feet x 14 feet.
5. The first floor consists of two different spaces. There is a staircase, a flue, wood burning stove, and a small storage area less than 24 inches deep, constituting one space. The 11 feet x 14 feet attachment is the kitchen/living space.
6. On the second floor, which is 22 feet x 31 feet, there is a single bedroom used by three people and a washer and dryer. Because of the eaves, not all of the 22 feet x 31 feet is usable.
7. The Clancy's daughter has a bed on the second floor that is separated from her parent's bedroom by a screen. The daughter's space is 4 feet x 8 feet.
8. The miller's cottage does not contain a basement or an attic.
9. The Clancy's have owned the miller's cottage for 25 years.
10. In April 2003, a Variance for the Clancy property was granted with the restriction that no addition may be made to the existing house which are wider (north to south) or higher than the present house.
11. In 2019, a decision of the Zoning Board of Review denied the Clancy's a dimensional variance to build an addition east of the miller's cottage partially based upon the objection of the Jamestown Historical Society which owns the adjacent property to the windmill.
12. Subject to the aforescribed restrictions in this decision, the Jamestown Historical Society does not object to the current application.
13. The current application seeks to build an addition to the miller's cottage north of the existing house. The ground floor will be used for utilities, storing tractor, lawn and

garden equipment and general storage. The second floor will be a bedroom and bathroom. There will be some additional storage under the eaves. The ground floor footprint of the new structure will be 737 square feet with a roof height of approximately 23 feet 6 inches.

14. Shahin Barzin, a practicing and licensed architect for over 40 years, testified on behalf of the Clancys. Mr. Barzin described the neighborhood, the farmland, the windmill property, the existing home, and the significant distance to any other homes or farms.
15. Mr. Barzin testified that the miller's cottage is quite limited in living space and storage.
16. Mr. Barzin testified that the plan he designed is to create a barn-like addition to the north of the miller's cottage connected by a breezeway.
17. The addition will be completely within the set-back requirements.
18. Mr. Barzin presented photographic evidence and testimony that there was a barn in the past where the addition would be constructed.
19. When the vertical siding on the barn-like addition is weathered, it will be compatible with the miller's cottage.
20. Mr. Barzin testified that he was the Clancy architect for the prior application before the Zoning Board of Review and with this application he was attempting to address all of the prior concerns of the Zoning Board of Review.
21. In response to questioning, Mr. Barzin testified that the new application satisfied all of the conditions of 82-606 and 82-607, which the Board finds credible.
22. There were no objectors.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Edward Gromada, James King and Judith Bell voted in favor of the motion.

Alex Finkelman was not seated and Terence Livingston and John Shekarchi were absent

ADJOURNMENT

A motion was made and seconded to adjourn at 7:12 p.m.
The motion carried unanimously.

TOWN OF JAMESTOWN as an abutter.

Town property: Plat 8, Lot 161 & 479

TOWN OF JAMESTOWN
ZONING BOARD OF REVIEW
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING AUGUST 24, 2021, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT 7:00 P.M. UPON THE FOLLOWING:

Application of Our Table, LLC and Gino Difante, whose property is located at 53 Narragansett Ave., and further identified as Assessor's Plat 9, Lot 207 for a Special Use Permit for permissions under Art. 6 (Application of District Regulations), Sec. 82-301 VI C.3 (Uses and Districts) to use the premises as a lunchroom or restaurant (alcoholic beverages). Said property is located in a CD zone and contains 16,100 sq. ft.

BY ORDER OF THE ZONING BOARD OF REVIEW
RICHARD BOREN, CHAIRMAN
WILLIAM MOORE, ZONING OFFICER

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

PLEASE NOTE: All Correspondence or Exhibits you wish the Board to consider on any of the above matters must be received by the Zoning Office no later than Friday August 13, 2021. You may submit those documents the following ways: Email to pwestall@jamestownri.net or via drop box located on the West Street side entrance of Town Hall, or by regular mail 93 Narragansett Avenue, Jamestown, RI 02835.

Please find website link for Meeting Material, Notice of Applications, Exhibits, and Correspondence: <http://www.jamestownri.gov>

TOWN OF JAMESTOWN as an abutter.

Town property: Plat 5, Lot 74

TOWN OF JAMESTOWN
ZONING BOARD OF REVIEW
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING AUGUST 24, 2021, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT 7:00 P.M. UPON THE FOLLOWING:

Application of Sanderson H. Carney, Trustee, whose property is located at 3 Spirketing St., and further identified as Assessor's Plat 5, Lot 404 for a variance from Article 3, Section 82, 300 C, Art. 6, Sec. 82-606, Art. 6, Sec. 607 to relocate westerly boundary eastward to allow transfer of 4,025 sq. ft. to lot 401, Plat 5. Said property is located in a R40 zone and contains 21,600 sq. ft.

BY ORDER OF THE ZONING BOARD OF REVIEW
RICHARD BOREN, CHAIRMAN
WILLIAM MOORE, ZONING OFFICER

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

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Please find website link for Meeting Material, Notice of Applications, Exhibits, and Correspondence: <http://www.jamestownri.gov>



**Town of Jamestown
Tax Assessor**

93 Narragansett Avenue
Jamestown, RI 02835

Phone: 401-423-9802
Email: cbrochu@jamestownri.net

To: COUNCIL PRESIDENT BEYE, JAMESTOWN TOWN COUNCIL

From: CHRISTINE BROCHU, JAMESTOWN TAX ASSESSOR

Subject: ABATEMENT OF TAXES FOR THE AUGUST 16, 2021 MEETING

MOTOR VEHICLE ABATEMENTS TO 2020 TAX ROLL

04-063-75M Disney, Kate	Motor Vehicle- soldier / sailor exempt	\$10.09
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TOTAL ABATEMENTS	\$ 10.09
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RESPECTFULLY SUBMITTED,

Christine Brochu

CHRISTINE BROCHU
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: Jamie A. Hainsworth, Town Administrator

FROM: Christina D. Collins, Finance Director

DATE: August 12, 2021

SUBJECT: Budget to Actual- General Fund

Attached is Budget to Actual report for the Fiscal Year 2021. The report contains the expenses that have been paid through June 30, 2021 for FY2021. As we continue to close out FY21 there will be additional expenses and adjustments made.

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

Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 6/30/2021

Run: 8/12/2021 at 11:10 AM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
1100 7001 70101 00 Salaries	13,800.00	3,450.00	13,800.00	0.00	100.00
1100 7001 70302 00 Fees And Supplies	1,000.00	0.00	300.00	700.00	30.00
1100 7001 70305 00 Advertising	750.00	0.00	3,964.64	(3,214.64)	528.62
Town Council Expenses	15,550.00	3,450.00	18,064.64	(2,514.64)	116.17
1100 7002 70101 00 Salaries w/ longevity	120,000.00	9,461.54	122,999.95	(2,999.95)	102.50
1100 7002 70102 00 Salary, Clerical	73,168.00	4,915.00	75,662.10	(2,494.10)	103.41
1100 7002 70302 00 Fees And Supplies	2,500.00	237.19	3,656.47	(1,156.47)	146.26
1100 7002 70303 00 Travel Expenses	5,000.00	350.00	4,200.00	800.00	84.00
Town Administrator Expenses	200,668.00	14,963.73	206,518.52	(5,850.52)	102.92
1100 7003 70101 00 Salaries	5,635.00	433.48	5,640.66	(5.66)	100.10
1100 7003 70302 00 Fees And Supplies	1,100.00	994.02	1,241.47	(141.47)	112.86
Probate Court Expenses	6,735.00	1,427.50	6,882.13	(147.13)	102.18
1100 7004 70101 00 Salaries	5,234.00	1,309.00	5,402.18	(168.18)	103.21
1100 7004 70102 00 Salary, Clerical	1,800.00	0.00	4,414.50	(2,614.50)	245.25
1100 7004 70103 00 Salaries, Moderator & Sergeant	1,450.00	448.68	1,096.04	353.96	75.59
1100 7004 70104 00 Election Supervisors	4,500.00	0.00	1,811.50	2,688.50	40.26
1100 7004 70112 00 Election - OT	0.00	0.00	437.07	(437.07)	0.00
1100 7004 70302 00 Fees And Supplies	3,000.00	94.07	3,393.52	(393.52)	113.12
1100 7004 70305 00 Advertising And Printing	1,140.00	170.00	866.30	273.70	75.99
Election and Town Meeting Expenses	17,124.00	2,021.75	17,421.11	(297.11)	101.74
1100 7005 70201 00 Professional Services - Legal	115,000.00	19,161.00	104,307.50	10,692.50	90.70
Legal Expenses	115,000.00	19,161.00	104,307.50	10,692.50	90.70
1100 7006 70101 00 Salaries	71,750.00	3,937.50	69,213.24	2,536.76	96.46
1100 7006 70102 00 Salary, Clerical	102,387.00	7,689.77	100,531.22	1,855.78	98.19
1100 7006 70104 00 Clerk - OT	0.00	0.00	883.65	(883.65)	0.00
1100 7006 70302 00 Fees, Supplies & Dues	28,500.00	3,466.63	29,538.76	(1,038.76)	103.64
1100 7006 70305 00 Advertising	2,600.00	3,367.29	5,552.04	(2,952.04)	213.54
Clerks And Records Expenses	205,237.00	18,461.19	205,718.91	(481.91)	100.23
1100 7007 70101 00 Salaries	88,418.00	6,262.44	90,618.45	(2,200.45)	102.49
1100 7007 70102 00 Salary, Clerical	42,107.00	3,060.02	41,129.18	977.82	97.68
1100 7007 70201 00 Planning Commission	7,000.00	0.00	7,000.00	0.00	100.00
1100 7007 70302 00 Fees, Supplies & Dues	3,675.00	45.41	3,468.08	206.92	94.37
1100 7007 70305 00 Advertising	400.00	0.00	0.00	400.00	0.00
Planning Expenses	141,600.00	9,367.87	142,215.71	(615.71)	100.43
1100 7008 70201 00 Salaries, Zoning Board	8,000.00	425.00	7,171.72	828.28	89.65
1100 7008 70302 00 Fees, Supplies & Dues	2,600.00	0.60	3,464.68	(864.68)	133.26
Zoning Expenses	10,600.00	425.60	10,636.40	(36.40)	100.34
1100 7009 70900 00 Social Security Tax	329,333.00	31,088.07	357,200.11	(27,867.11)	108.46
1100 7009 70901 00 Blue Cross/Delta Dental	698,870.00	32,582.01	606,587.50	92,282.50	86.80
1100 7009 70902 00 Worker's Compensation	75,000.00	0.00	74,894.00	106.00	99.86
1100 7009 70903 00 Retirement System	325,000.00	87,605.52	366,220.08	(41,220.08)	112.68
1100 7009 70906 00 Life Insurance	12,000.00	999.61	12,311.79	(311.79)	102.60
1100 7009 70907 00 General Liability Insurance	110,000.00	0.00	108,612.00	1,388.00	98.74
1100 7009 70910 00 Salary Adjustment	35,000.00	0.00	0.00	35,000.00	0.00
1100 7009 70912 00 OPEB	25,000.00	25,000.00	25,000.00	0.00	100.00
1100 7009 70920 00 Police Retiree Health	100,000.00	7,198.13	81,913.28	18,086.72	81.91
Personnel Expenses	1,710,203.00	184,473.34	1,632,738.76	77,464.24	95.47
1100 7010 70100 00 Salary, Finance Director	104,330.00	7,359.88	104,329.91	0.09	100.00
1100 7010 70101 00 Salaries- Dep. Tax Collector	75,648.00	12,257.04	72,450.92	3,197.08	95.77
1100 7010 70201 00 Professional Services	21,000.00	4,317.53	19,409.62	1,590.38	92.43
1100 7010 70302 00 Fees, Supplies & Dues	20,500.00	1,239.84	18,468.98	2,031.02	90.09
Finance Expenses	221,478.00	25,174.29	214,659.43	6,818.57	96.92
1100 7011 70101 00 Salaries	73,767.00	5,674.38	73,766.94	0.06	100.00
1100 7011 70302 00 Fees, Supplies, Dues	16,424.00	170.92	10,592.26	5,831.74	64.49
1100 7011 70305 00 Advertising	900.00	209.36	545.13	354.87	60.57
Tax Assessor Expenses	91,091.00	6,054.66	84,904.33	6,186.67	93.21
1100 7012 70201 00 Professional Services	24,000.00	0.00	22,000.00	2,000.00	91.67
Audit of Accounts Expenses	24,000.00	0.00	22,000.00	2,000.00	91.67
1100 7013 70201 00 IT- Consultant	55,000.00	10,425.00	52,900.00	2,100.00	96.18
1100 7013 70303 00 Software	34,050.00	4,117.40	49,050.14	(15,000.14)	144.05

Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 6/30/2021

Run: 8/12/2021 at 11:10 AM

	<u>Annual Budget</u>	<u>P-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Remaining \$</u>	<u>% of Budget</u>
Total Expenses	89,050.00	14,542.40	101,950.14	(12,900.14)	114.49
1100 7030 70302 00 EMA- SUPPLIES	7,500.00	0.00	6,118.81	1,381.19	81.58
EMA Expenses	7,500.00	0.00	6,118.81	1,381.19	81.58
1100 7031 70100 00 Salary, Police Chief	106,191.00	7,816.82	106,191.50	(0.50)	100.00
1100 7031 70101 00 Salaries - Police	852,240.00	65,697.73	875,800.64	(23,560.64)	102.76
1100 7031 70102 00 Police Longevity	57,623.00	10,375.75	55,384.01	2,238.99	96.11
1100 7031 70103 00 Police Benefits	51,978.00	3,946.70	53,761.65	(1,783.65)	103.43
1100 7031 70104 00 Police - OT	150,000.00	11,194.15	146,045.54	3,954.46	97.36
1100 7031 70105 00 Police Retirement	197,941.00	98,970.50	197,941.00	0.00	100.00
1100 7031 70111 00 Salary - Dispatch/Admin/Seasonal	227,678.00	18,538.56	208,622.45	19,055.55	91.63
1100 7031 70112 00 Dispatch, Longevity	15,395.00	0.00	15,394.80	0.20	100.00
1100 7031 70113 00 Dispatch - Benefits	11,444.00	0.00	10,615.16	828.84	92.76
1100 7031 70114 00 Dispatch - OT	20,000.00	2,565.00	22,323.67	(2,323.67)	111.62
1100 7031 70302 00 Fees & Supplies	21,000.00	2,252.97	12,621.53	8,378.47	60.10
1100 7031 70303 00 Computer Maintenance	20,500.00	229.99	24,874.37	(4,374.37)	121.34
1100 7031 70307 00 Building Maintenance	5,000.00	1,577.86	1,827.86	3,172.14	36.56
1100 7031 70308 00 Vehicle Insurance	9,017.00	0.00	9,133.00	(116.00)	101.29
1100 7031 70309 00 Telephone	15,000.00	1,360.50	11,881.70	3,118.30	79.21
1100 7031 70310 00 Personal Equipment	5,500.00	308.70	1,197.70	4,302.30	21.78
1100 7031 70311 00 Maintenance Of Uniforms	28,050.00	0.00	28,050.00	0.00	100.00
1100 7031 70312 00 Ammunition And Supplies	3,500.00	0.00	3,121.67	378.33	89.19
1100 7031 70313 00 Maintenance Of Police Cars	13,500.00	1,280.02	12,153.52	1,346.48	90.03
1100 7031 70314 00 Gas & Tires	25,000.00	2,062.26	21,699.15	3,300.85	86.80
1100 7031 70315 00 Training Of Members	17,500.00	5,266.81	9,353.64	8,146.36	53.45
1100 7031 70317 00 Maintenance Of Radio System	5,500.00	0.00	3,099.45	2,400.55	56.35
1100 7031 70318 00 Equipment	12,000.00	9,707.79	10,633.71	1,366.29	88.61
1100 7031 70322 00 Dispatch Uniforms	2,000.00	0.00	3,709.31	(1,709.31)	185.47
Police Protection Expenses	1,873,557.00	243,152.11	1,845,437.03	28,119.97	98.50
1100 7032 70100 00 Fire Chief/Fire Inspector	62,901.00	4,838.50	62,900.50	0.50	100.00
1100 7032 70102 00 Stipend, Deputy Fire Chief	3,000.00	3,000.00	3,000.00	0.00	100.00
1100 7032 70103 00 Stipend - Fire Inspector	19,576.00	1,506.24	18,056.40	1,519.60	92.24
1100 7032 70104 00 Fire Dept. Incentive Program	75,000.00	0.00	553.50	74,446.50	0.74
1100 7032 70105 00 Equip/Safety Maint. - Per Diem	21,853.00	1,680.80	21,809.60	43.40	99.80
1100 7032 70201 00 Service Cleaning Contract	6,720.00	1,118.00	6,748.00	(28.00)	100.42
1100 7032 70302 00 Fees And Supplies	9,200.00	868.07	6,603.43	2,596.57	71.78
1100 7032 70308 00 Vehicle Insurance	63,800.00	1,725.60	63,395.52	404.48	99.37
1100 7032 70309 00 Telephone	9,000.00	1,719.52	9,224.57	(224.57)	102.50
1100 7032 70313 00 Maintenance Of Fire Apparatus	30,000.00	458.90	39,767.45	(9,767.45)	132.56
1100 7032 70314 00 Gas, Tires & Oil	13,000.00	894.12	7,921.92	5,078.08	60.94
1100 7032 70315 00 Training Of Members	7,000.00	299.58	1,809.37	5,190.63	25.85
1100 7032 70317 00 Maintenance Of Radio System	5,500.00	0.00	5,695.64	(195.64)	103.56
1100 7032 70321 00 Electricity	16,000.00	3,368.86	14,708.80	1,291.20	91.93
1100 7032 70323 00 Oxygen & Air Packs	4,000.00	0.00	5,112.24	(1,112.24)	127.81
1100 7032 70324 00 Water	1,400.00	412.17	1,641.13	(241.13)	117.22
1100 7032 70325 00 Fire Equipment	16,000.00	1,780.76	24,547.43	(8,547.43)	153.42
1100 7032 70326 00 Fire Ext. Agent	2,500.00	0.00	2,494.36	5.64	99.77
1100 7032 70343 00 Heating	13,000.00	623.19	8,876.15	4,123.85	68.28
1100 7032 70344 00 Repairs And Maintenance	14,500.00	1,052.44	18,789.57	(4,289.57)	129.58
1100 7032 70399 00 Subscriptions & Journals	425.00	0.00	605.00	(180.00)	142.35
1100 7032 70900 00 Social Security Tax	7,981.00	0.00	0.00	7,981.00	0.00
1100 7032 70903 00 Fire Chief - Benefit	6,290.00	0.00	6,290.00	0.00	100.00
Fire Protection Expenses	408,646.00	25,346.75	330,550.58	78,095.42	80.89
1100 7033 70102 00 Salary, EMS Director	31,828.00	2,510.40	32,604.40	(776.40)	102.44
1100 7033 70103 00 Stipend - Medical Director	5,000.00	1,249.98	4,999.92	0.08	100.00
1100 7033 70104 00 ALS - Per Diem	250,000.00	20,016.00	240,864.92	9,135.08	96.35
1100 7033 70105 00 EMS Incentive Program	80,000.00	0.00	0.00	80,000.00	0.00
1100 7033 70106 00 EMT INSTRUCTORS	0.00	0.00	9,220.05	(9,220.05)	0.00
1100 7033 70302 00 Fees And Supplies	6,800.00	360.17	7,160.75	(360.75)	105.31
1100 7033 70308 00 Vehicle Insurance	28,600.00	0.00	31,236.35	(2,636.35)	109.22
1100 7033 70311 00 Maintenance Of Uniforms	8,000.00	0.00	3,313.59	4,686.41	41.42
1100 7033 70313 00 Maintenance of Vehicles	9,000.00	1,057.04	6,495.22	2,504.78	72.17
1100 7033 70315 00 Training Of Members	22,500.00	1,750.02	18,782.62	3,717.38	83.48
1100 7033 70330 00 EMS Building	7,000.00	874.58	3,135.26	3,864.74	44.79
1100 7033 70333 00 Ambulance Medical	20,000.00	3,633.06	20,969.42	(969.42)	104.85
1100 7033 70900 00 Social Security Tax	21,560.00	2,337.27	29,161.69	(7,601.69)	135.26
EMS Expenses	490,288.00	33,788.52	407,944.19	82,343.81	83.21
1100 7034 70101 00 Salary - Building Inspector	75,239.00	6,757.68	80,382.81	(5,143.81)	106.84
1100 7034 70102 00 Salary, Clerical	29,228.00	2,081.20	27,939.98	1,288.02	95.59

Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 6/30/2021

Run: 8/12/2021 at 11:10 AM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
1100 7034 70117 00 Salary, Electrical Inspector	10,500.00	875.00	10,281.25	218.75	97.92
1100 7034 70118 00 Salary, Plumbing Inspector	5,250.00	546.50	4,375.00	875.00	83.33
1100 7034 70119 00 Salary, Mechanical Inspector	5,250.00	546.50	4,375.00	875.00	83.33
1100 7034 70302 00 Supplies And Expenses	5,250.00	36.19	3,396.19	1,853.81	64.69
1100 7034 70328 00 Hydrant Rental	170,000.00	170,000.00	170,000.00	0.00	100.00
Protection Services Expenses	300,717.00	180,843.07	300,750.23	(33.23)	100.01
1100 7041 70101 00 Salaries	61,081.00	12,890.93	61,081.25	(0.25)	100.00
1100 7041 70302 00 Fees And Supplies	1,000.00	333.73	525.57	474.43	52.56
Public Works Administration Expenses	62,081.00	13,224.66	61,606.82	474.18	99.24
1100 7042 70101 00 Salaries	45,445.00	2,273.92	38,855.62	6,589.38	85.50
1100 7042 70302 00 Fees And Supplies	1,200.00	345.64	517.50	682.50	43.13
Engineering Expenses	46,645.00	2,619.56	39,373.12	7,271.88	84.41
1100 7043 70100 00 Salary, Highway Supervisor	75,740.00	0.00	57,024.19	18,715.81	75.29
1100 7043 70101 00 Salaries - Public Works	702,934.00	46,897.13	674,365.00	28,569.00	95.94
1100 7043 70104 00 Highway -OT	40,000.00	4,382.86	44,142.17	(4,142.17)	110.36
1100 7043 70308 00 Vehicle Insurance	15,972.00	0.00	15,972.00	0.00	100.00
1100 7043 70313 00 Upkeep Of Equipment	95,000.00	12,853.29	107,115.89	(12,115.89)	112.75
1100 7043 70314 00 Oil And Gas	60,000.00	8,527.17	58,441.12	1,558.88	97.40
1100 7043 70330 00 Sand And Gravel	17,000.00	1,857.60	23,405.00	(6,405.00)	137.68
1100 7043 70331 00 Cold Patch	15,000.00	1,409.76	7,590.99	7,409.01	50.61
1100 7043 70333 00 Other Road Supplies	13,500.00	3,787.95	13,207.22	292.78	97.83
1100 7043 70334 00 Equipment Rental	2,500.00	0.00	0.00	2,500.00	0.00
1100 7043 70335 00 License - Contractual	6,000.00	0.00	6,000.00	0.00	100.00
1100 7043 70336 00 Clothing	5,500.00	4,782.90	4,782.90	717.10	86.96
1100 7043 70399 00 Safety And Licensing	3,000.00	385.27	5,739.07	(2,739.07)	191.30
Highway Expenses	1,052,146.00	84,883.93	1,017,785.55	34,360.45	96.73
1100 7044 70101 00 Snow Removal - OT	28,000.00	0.00	22,824.30	5,175.70	81.52
1100 7044 70337 00 Equipment And Supplies	49,000.00	0.00	59,907.77	(10,907.77)	122.26
Snow Removal Expenses	77,000.00	0.00	82,732.07	(5,732.07)	107.44
1100 7045 70101 00 Salaries	71,000.00	16,376.04	91,383.38	(20,383.38)	128.71
1100 7045 70309 00 Telephone	800.00	63.97	693.90	106.10	86.74
1100 7045 70321 00 Electricity	1,200.00	51.25	1,426.70	(226.70)	118.89
1100 7045 70340 00 Maintenance And Testing	41,000.00	7,690.00	30,653.60	10,346.40	74.76
1100 7045 70341 00 Transfer And Trucking	350,000.00	78,509.68	425,898.30	(75,898.30)	121.69
1100 7045 70350 00 Hazardous Waste Recycling	300.00	0.00	0.00	300.00	0.00
Waste Removal Expenses	464,300.00	102,690.94	550,055.88	(85,755.88)	118.47
1100 7046 70321 00 Electricity	64,000.00	9,544.94	60,530.55	3,469.45	94.58
Street Lighting Expenses	64,000.00	9,544.94	60,530.55	3,469.45	94.58
1100 7047 70101 00 Salaries	11,250.00	3,125.00	11,225.00	25.00	99.78
1100 7047 70302 00 Fees And Supplies	1,800.00	320.73	1,795.92	4.08	99.77
1100 7047 70360 00 Tree Pruning	17,000.00	750.00	17,324.67	(324.67)	101.91
1100 7047 70370 00 Purchase Of Trees	5,000.00	0.00	3,540.00	1,460.00	70.80
Tree Warden Expenses	35,050.00	4,195.73	33,885.59	1,164.41	96.68
1100 7048 70342 00 Town Cemetery And Parade	3,000.00	759.71	2,064.52	935.48	68.82
Other Public Works Expenses	3,000.00	759.71	2,064.52	935.48	68.82
1100 7049 70101 00 Cleaning Contracts	58,000.00	12,792.96	54,672.09	3,327.91	94.26
1100 7049 70302 00 Supplies	5,000.00	525.24	9,511.23	(4,511.23)	190.22
1100 7049 70309 00 Telephone	15,500.00	1,078.26	11,325.33	4,174.67	73.07
1100 7049 70321 00 Electricity	53,000.00	7,031.69	52,154.06	845.94	98.40
1100 7049 70324 00 Water	9,000.00	2,569.37	8,729.12	270.88	96.99
1100 7049 70343 00 Heating	40,000.00	1,466.55	32,350.50	7,649.50	80.88
1100 7049 70344 00 Repairs And Maintenance	55,000.00	15,262.24	67,134.69	(12,134.69)	122.06
1100 7049 70375 00 Landscape	7,500.00	3,337.20	8,388.37	(888.37)	111.84
Public Buildings Expenses	243,000.00	44,063.51	244,265.39	(1,265.39)	100.52
1100 7060 70456 00 Visiting Nurse/Mental Health	31,000.00	7,000.00	20,000.00	11,000.00	64.52
General Expenses	31,000.00	7,000.00	20,000.00	11,000.00	64.52
1100 7061 70302 00 Fees And Supplies	5,000.00	0.00	188.52	4,811.48	3.77
1100 7061 70306 00 Tick Tack Force	4,000.00	0.00	0.00	4,000.00	0.00
Animal Control Expenses	9,000.00	0.00	188.52	8,811.48	2.09
1100 7065 70101 00 Salaries	63,527.00	4,886.66	63,526.58	0.42	100.00
1100 7065 70102 00 Meal Site Aid	38,320.00	1,282.88	14,544.64	23,775.36	37.96

**Budget vs Actual - Expenditures
TOWN OF JAMESTOWN, RI
For 6/30/2021**

Run: 8/12/2021 at 11:10 AM

	Annual Budget	P-T-D Actual	Y-T-D Actual	Remaining \$	% of Budget
1100 7065 70201 00 Cleaning Contract	5,100.00	758.00	8,763.00	(3,663.00)	171.82
1100 7065 70302 00 Fees, Supplies & Dues	4,000.00	285.34	4,336.43	(336.43)	108.41
1100 7065 70305 00 Advertising	2,500.00	900.00	1,416.00	1,084.00	56.64
1100 7065 70308 00 Insurance	5,948.00	0.00	706.16	5,241.84	11.87
1100 7065 70309 00 Telephones	2,000.00	10.53	116.11	1,883.89	5.81
1100 7065 70321 00 Electricity	4,500.00	2,406.42	4,158.35	341.65	92.41
1100 7065 70324 00 Water	1,200.00	186.57	746.39	453.61	62.20
1100 7065 70341 00 Trash Removal	400.00	35.00	420.00	(20.00)	105.00
1100 7065 70343 00 Heat	4,000.00	0.00	2,851.11	1,148.89	71.28
1100 7065 70344 00 Repairs & Maintenance	6,000.00	495.33	5,794.47	205.53	96.57
1100 7065 70380 00 Program	5,000.00	266.82	1,937.10	3,062.90	38.74
Total Expenses	142,495.00	11,513.55	109,316.34	33,178.66	76.72
1100 7070 70100 00 Salary, Library Director	81,047.00	5,538.46	83,079.00	(2,032.00)	102.51
1100 7070 70101 00 Salaries	185,821.00	12,577.45	180,824.55	4,996.45	97.31
1100 7070 70104 00 Library-OT	0.00	0.00	496.63	(496.63)	0.00
1100 7070 70302 00 Fees And Supplies	8,250.00	689.73	7,957.60	292.40	96.46
1100 7070 70308 00 Insurance	18,813.00	0.00	18,813.00	0.00	100.00
1100 7070 70309 00 Telephone	1,000.00	24.57	297.41	702.59	29.74
1100 7070 70310 00 Equipment	1,000.00	33.00	1,025.56	(25.56)	102.56
1100 7070 70321 00 Electricity	20,000.00	1,931.92	20,027.85	(27.85)	100.14
1100 7070 70343 00 Heating	17,000.00	475.00	11,950.77	5,049.23	70.30
1100 7070 70344 00 Repairs And Maintenance	19,000.00	2,383.21	18,753.80	246.20	98.70
1100 7070 70345 00 Computer Repairs And Maintenan	8,000.00	403.55	8,492.47	(492.47)	106.16
1100 7070 70351 00 Books And Periodicals	17,000.00	822.35	17,486.47	(486.47)	102.86
1100 7070 70352 00 Books - State Aid	107,185.00	15,718.79	103,223.63	3,961.37	96.30
1100 7070 70355 00 CREDITS (LIB SALES & GIFTS)	0.00	1,690.79	(1,606.84)	1,606.84	0.00
1100 7070 70375 00 Landscaping	2,500.00	517.50	2,563.75	(63.75)	102.55
Library Expenses	486,616.00	42,806.32	473,385.65	13,230.35	97.28
1100 7080 70101 00 Salary- Recreation Director	75,239.00	5,538.46	59,221.31	16,017.69	78.71
1100 7080 70102 00 Salaries- Recreation Staff	233,626.00	20,089.92	215,576.68	18,049.32	92.27
1100 7080 70104 00 Salaries -Teen Center Support Staff	16,720.00	138.00	7,140.00	9,580.00	42.70
1100 7080 70105 00 Seasonal Support Staff	110,400.00	10,327.30	116,283.11	(5,883.11)	105.33
1100 7080 70112 00 Recreation - OT	3,000.00	1,714.33	4,760.35	(1,760.35)	158.68
1100 7080 70302 00 Supplies	6,200.00	2,161.58	8,783.49	(2,583.49)	141.67
1100 7080 70305 00 Advertising	4,000.00	51.00	2,080.32	1,919.68	52.01
1100 7080 70308 00 Vehicle Insurance	9,043.00	0.00	11,543.00	(2,500.00)	127.65
1100 7080 70309 00 Telephone	1,500.00	326.06	1,404.40	95.60	93.63
1100 7080 70310 00 Equipment	4,500.00	666.45	6,689.81	(2,189.81)	148.66
1100 7080 70314 00 Gas And Oil	11,000.00	974.74	6,643.29	4,356.71	60.39
1100 7080 70321 00 Electricity	26,000.00	8,276.57	30,575.80	(4,575.80)	117.60
1100 7080 70322 00 Fort Getty Water Removal	9,000.00	2,022.50	3,988.50	5,011.50	44.32
1100 7080 70323 00 Shores Beach/Sanitary Faciliti	5,000.00	0.00	5,075.00	(75.00)	101.50
1100 7080 70324 00 Water	14,000.00	270.00	8,870.34	5,129.66	63.36
1100 7080 70341 00 Trash Removal	11,000.00	2,162.00	12,220.00	(1,220.00)	111.09
1100 7080 70344 00 Repairs, Maintenance And Impro	23,000.00	4,824.73	31,002.48	(8,002.48)	134.79
1100 7080 70382 00 Summer Program	3,500.00	0.00	0.00	3,500.00	0.00
1100 7080 70383 00 Winter Program	1,200.00	0.00	936.43	263.57	78.04
Parks, Beaches & Recreation Expenses	567,928.00	59,543.64	532,794.31	35,133.69	93.81
1100 7090 70504 00 Payment Of Principal - Town	736,085.00	86,662.00	822,747.22	(86,662.22)	111.77
1100 7090 70505 00 Payment Of Interest - Town	453,964.00	4,878.16	217,110.05	236,853.95	47.83
1100 7090 70506 00 School- Principal	235,200.00	0.00	235,200.00	0.00	100.00
1100 7090 70507 00 School - Interest	160,078.00	0.00	160,059.71	18.29	99.99
1100 7090 70524 00 Payment Of Principal - PW LEASE	102,468.00	0.00	0.00	102,468.00	0.00
1100 7090 70525 00 Payment Of Interest - PW LEASE	115,845.00	0.00	0.00	115,845.00	0.00
1100 7090 70526 00 Exp. for Lease Equipment	0.00	0.00	40,750.00	(40,750.00)	0.00
Debt Service Expenses	1,803,640.00	91,540.16	1,475,866.98	327,773.02	81.83
1100 7092 70527 00 Incidentals And Emergencies	50,000.00	0.00	8,216.00	41,784.00	16.43
1100 7092 70530 00 Conservation Commission	2,200.00	0.00	1,423.96	776.04	64.73
1100 7092 70533 00 Eastern RI Conservation District	1,000.00	0.00	1,000.00	0.00	100.00
1100 7092 70550 00 CHAMBER OF COMMERCE	4,000.00	421.88	2,104.88	1,895.12	52.62
Other Expenses	57,200.00	421.88	12,744.84	44,455.16	22.28
Total Department Expenses	11,074,145.00	1,257,462.31	10,375,414.55	698,730.45	93.69



Town of Jamestown

Town Administrator
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9805
Email: jhainsworth@jamestownri.net

Jamie A. Hainsworth
Town Administrator

MEMORANDUM TO: Honorable Town Council

FROM: Town Administrator, Jamie A. Hainsworth

DATE: August 6, 2021

SUBJECT: Report for Town Council Meeting August 16, 2021

Broad Band Services to the Island, New Business Agenda Discussion:

As we continue to explore methods of improving technology access on the Island, one possibility is Broad Band as a public utility. Councilor Brine has expressed an interest he recently joined Mike Glier and myself on a conference call with officials from New Shoreham. As you know Block Island has begun a project of this nature. Please discuss this issue and advise if there is an interest in pursuing this further. Consider providing a publicly operated Broad Band Utility to all residents, a starting point maybe to a Request for Proposal (RFP) in which a consultant would explore its feasibility.

Cyber Technology Security, Discussion on Assessment, New Business on Agenda:

Within the FY 21-22 budget approved was the Capital expenditure for Technology/Cyber Security assessments and improvements. I have met with Councilor Brine and Mike Glier on this issue. During this discussion tonight, the Council may consider authorizing an external cyber assessment be conducted on the security of our technology system.

Short Term Rental Ordinance: Staff has had a few meetings about short term rentals and continuing to revise the proposed ordinance and expect to have an updated draft to you before your next meeting.

Covid 19 update: Covid testing from July 19th to August 4th there was 12 positive cases in Jamestown. Compared to one month before there were no new cases. A local State testing site is available by appointment only at Wickford Train Station garage, daily Monday to Friday 9:00 a.m. to 5:00 p.m. and Saturday and Sunday 9:00 a.m. to 1:00 p.m. closed on holidays. Other testing sites such as CVS Pharmacies by appointment are also available. Additionally, I have recommended mask wearing for Staff and the public regardless of vaccine status in all Town buildings.

Letter received from USHUD concerning Jamestown Housing Authority – I have drafted a letter for your authorization to send to the Jamestown Housing Authority requesting their responses to the USHUD letter.

Updates for Next Month's Meeting:

1. Short Term Rentals Proposed Ordinance - Staff continues to work on this and will have a revised draft before the next meeting.
2. Idling vehicles proposed resolution at next meeting
3. Request for No Parking on one side of the street on Knowles Court.

August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 Probate Court 9am Planning Commission 7pm	5	6	7
8	9 Victory Day Town Hall Closed	10 Library Board of Trustees 5pm (JPL) Conservation Commission 7pm (CR)	11 Housing Authority 10am (PA) Harbor Commission 7pm <i>Town Council Agenda & Bills Deadline @ Noon</i>	12 <i>Town Council Packets</i>	13	14
15	16 Town Council/Water & Sewer: 6:30 pm	17 Tree Committee 6:45pm (JPL)	18 Planning Commission 7pm	19 Traffic Committee 6pm	20	21
22	23	24 Zoning Board of Review 7pm	25	26	27	28
29	30	31				

2021

September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 <i>Town Council Agenda & Bills Deadline @ Noon</i> Probate Court 9am Planning Commission 7pm	2 <i>Town Council Packets</i>	3	4
5	6 Labor Day Town Hall Closed	7 <i>Town Council Meeting:</i> 6:30 pm	8 Housing Authority 10am (PA) Harbor Commission 7pm	9 Ethics Review 12 noon via Zoom	10	11
12	13	14 Tree Committee 6:45pm (JPL)	15 Planning Commission 7pm <i>Town Council Agenda & Bills Deadline @ Noon</i>	16 Traffic Committee 6pm <i>Town Council Packets</i>	17	18
19	20 Town Council/Water & Sewer: 6:30 pm	21	22	23 Gould Island Restoration Advisory Board 6 pm Ethics Review 7 pm via Zoom	24	25
26	27	28 Zoning Board of Review 7pm	29 <i>Town Council Agenda & Bills Deadline @ Noon</i>	30 <i>Town Council Packets</i>		

2021

October

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2
3	4 Town Council Meeting: 6:30 pm	5	6 Probate Court 9am Planning Commission 7pm	7	8	9
10	11 Columbus Day Town Hall Closed	12 Library Board of Trustees 5pm (JPL) Conservation Commission 7pm (CR)	13 Housing Authority 10am (PA) Harbor Commission 7pm Town Council Agenda & Bills Deadline @ Noon	14 Traffic Committee 6pm Town Council Packets	15	16
17	18	19 Tree Committee 6:45pm (JPL)	20 Planning Commission 7pm	21	22	23
24/ 	25 Town Council/Water & Sewer: 6:30 pm	26 Zoning Board of Review 7pm	27 Town Council Agenda & Bills Deadline @ Noon	28 Town Council Packets	29	30
31						

2021

David P. Sommers
758 East Shore Road
Jamestown, RI 02835

July 14, 2021

Jamestown Town Council
c/o Jamestown Town Clerk
93 Narragansett Avenue
Jamestown, RI 02835

Dear Town Council Members:

I am writing to request the formation of an ad hoc Town committee to represent Town interests in regard to the restoration of Gould Island to safe public use, as called for in the Council Resolution 2019-19 of October 7, 2019, and the RIDEM future use designation for public recreation. This request has been made necessary by the US Army Corps of Engineers' (USACE) objection to actions of current Army sponsored Gould Island Restoration Advisory Board (RAB) members to promote remediation of South Gould beyond the scope of the current USACE authorization from Congress.

The USACE position is that the current RAB is empowered only to represent the Jamestown community regarding existing USACE authorized scope of activity on South Gould. The Town and RIDEM have taken the position that the existing scope should be expanded and RAB members have acted in support of that position with relevant federal legislative staff and others. I have served as Community Co-Chair of the RAB for three years and have taken the lead with these actions. USACE has agreed that the Town's establishment of a committee to monitor and advocate for increased scope will relieve their concern. They have stated that they would participate with that committee if the meetings are held immediately after the regular RAB meetings.

The proposal is for an ad hoc "Gould Island Committee," consisting of five to six residents who are already RAB members. I foresee little additional time required for committee members since meetings convene immediately after adjournment of the Army RAB meetings which they already attend.

The residents and current RAB members below have agreed to serve on the Gould Island Committee, if authorized,:

Fritz Attaway
Wayne Banks
Steven Bois
David Cain
Jon Hulme
David Sommers

I am willing to serve as Committee Chair. I am term limited in my RAB Co-Chair role to one more year, so this appointment would allow me to continue to lead the Gould Island advocacy beyond that time. I recommend that Lisa Bryer be appointed as ex officio member. I request that the Council appoint this group as members of the Committee for indeterminate terms and recommend that the Committee receive the following charge:

"The Gould Island Committee will coordinate closely with the Town Administrator and meet with the US Army Corps of Engineers, Corps of Engineers' Gould Island Restoration Advisory Board, RIDEM and others, to advocate for the restoration of Gould Island to full public access pursuant to Town Council Resolution 2019-19 of October 7, 2019, and RIDEM Gould Island future use designations."

In summary, I request that the Council take the following actions:

1. Form an ad hoc "Gould Island Committee"
2. Charge the Committee as immediately above.
3. Appoint the above residents and current RAB members as Gould Island Committee members with indeterminate terms, including me as chair and Lisa Bryer, ex officio.

Thank you for your consideration.

Sincerely,



David P. Sommers

cc: Fritz Attaway
Wayne Banks
Steven Bois
Lisa Bryer
David Cain
Jaimie Hainsworth
John Hulme



New England

U.S. Department of Housing and Urban Development

Office of Public Housing
Boston Hub
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street
Boston, Massachusetts 02222-1092

July 26, 2021

Ms. Valerie Malloy
Chair, Board of Commissioners
Jamestown Housing Authority
valeriemolloy54@gmail.com

VIA ELECTRONIC MAIL ONLY

Dear Ms. Malloy:

This letter serves as follow up to the conversations we have had with you and with Managing Director, Michael McLaughlin, regarding several outstanding issues that we have asked Mr. McLaughlin to address on behalf of the Jamestown Housing Authority (JHA). As you know, this office has been working with the JHA over the past several years to address numerous complaints as well as deficiencies found during site visits to the JHA's property. In 2019, we asked for a written response detailing corrective actions the JHA would take to address these issues. In 2020 we received a response that was considered insufficient. Since that time, the JHA has continued to have turnover in the Executive Director position as well as on the Board of Commissioners and these issues have not been addressed to HUD's satisfaction.

During this time, JHA's performance has continued to decline. The JHA's Public Housing Assessment Score (PHAS) for the FYE 6/30/19 was not released due to the small PHA Deregulation rule. If the score had been released, the JHA would have received 2 points out of 25 for the Financial Indicator and would have been designated Financial Substandard. This designation would have required HUD to enter into a formal Recovery Agreement with the JHA. If the JHA does not take the actions outlined in this letter, it is in danger of a Substandard designation in future score releases.

While the JHA's 6/30/2019 PHAS score was not released, the JHA was still determined to have a shortfall in its Public Housing Program and was eligible to apply for shortfall funds in 2020. The potential Substandard designation and the shortfall are indicative of mismanagement at the JHA.

We have been working with the newly appointed Managing Director to address the list of action items below and routine annual requirements that are overdue. However, we feel it is necessary to outline the numerous issues at the JHA that have come to HUD's attention due to this mismanagement. We do so, because by continuing to miss deadlines, some of which are statutory, the JHA is in jeopardy of losing access to current funds in addition to other potential financial sanctions. This office has sent emails to the JHA on numerous occasions to request late

submissions; however, HUD's efforts to actively seek compliance on these annual requirements and additional funding opportunities were not addressed. Where possible, this information is included in this letter.

PHA Annual Plans (and public hearing requirement)

- The JHA's FY20 Five Year PHA Plan was due to HUD on or before October 18, 2020 (due to 6-month COVID extension)
- The JHA's FY21 Annual PHA Plan certifications were due to HUD on or before April 17, 2021. An email was sent to the JHA's Acting ED on April 23, 2021 requesting the missing/overdue certifications.

Unaudited Financial Data Schedule (FDS) Submission

- The JHA's FY20 Annual Unaudited FDS submission was due to HUD on October 31, 2020. Without this submission the PHA cannot access the additional available funds that HUD has awarded the Jamestown Housing Authority under the authority of FY 20 PH Shortfall initiative (see discussion below).

FY 19 and 20 Capital Funds

- The JHA has drawn down just 39% from the FY19 Capital Fund grant that was awarded on April 16, 2019. The FY19 Capital Fund grant also requires a budget update in EPIC to accept the additional \$278 in award money.
- The JHA cannot draw down any funds from the FY20 Capital Fund grant that was awarded on March 26, 2020 until the statutory Environmental Review has been submitted to HUD. Further, the FY20 Capital Fund grant also requires a budget update in EPIC to accept the additional \$393 in award money.
- FY21 CFP – nothing has been done – see below for outstanding requirements.

FY21 Capital Fund

- This office began reminding the JHA of the actions required to receive FY21 Capital Fund Program funds via email on February 23, 2021 and subsequent emails. Specifically, the JHA must submit:
 - A 5 Year Capital Action Plan (CAP) in EPIC
 - A signed ACC in EPIC
 - A CFP Document package, which includes:
 - Board Resolution approving 5 Year CAP
 - Written Statement Defining Substantial Amendment
 - Public Hearing requirement and statement
 - Civil Rights and Lobbying Form SF-LLL
 - HUD form 50071
 - Environmental Review, as necessary

Once the 5 Year Action Plan and document package are approved by HUD, the JHA must submit its FY21 CFP Annual Budget. The JHA is in danger of losing funds under this program if these steps are not taken soon. Because the clock for obligation and expenditure end dates began on February 23, 2021, the JHA is already 4 months into the statutory deadlines.

PH Shortfall Funds Improvement Plan

- The JHA was awarded \$91,460 in Public Housing Shortfall Funds on December 8, 2020 because it had a negative Months of Operating Reserve calculation. A PHA that has less than the equivalent of one month of operating expenses held in reserve is experiencing current insolvency. A PHA with one month or more but less than two months of reserves is experiencing near insolvency. PHAs should have two or more months of reserves to be considered stable.
- Per PIH Notice 2020-16, PHAs that receive Shortfall funding are required to collaborate with the HUD Field Offices to identify specific issues at the PHA and develop a plan identifying actions that the PHA can take to improve their financial performance. The Field Office will document these efforts through the establishment of an improvement plan. Conditioned upon a sufficient level of collaboration from the PHA, HUD will provide the improvement plan to the PHA no later than six months after the date of the grant award. Shortfall funding will be recaptured from PHAs that do not sufficiently collaborate with their Field Office to develop an improvement plan.
- To access the funds, the JHA was required to submit an improvement plan to the Field Office. If the improvement plan was not approved by June 8, 2021, then HUD would rescind the funds. The Field Office followed up with the Acting ED via email and phone on February 24, 2021 to discuss the improvement plan and request feedback and input on HUD's suggested corrective actions. Email sent to Brian (in addition to a lengthy phone call).
- The Field Office sent a second email on March 3, 2021 requesting an improvement plan and did not receive a response.
- Because the JHA was nonresponsive, HUD created a draft Improvement Plan, which was emailed to the Acting ED on March 25, 2021 requesting that the Plan be executed or revised. HUD received no response.
- During a phone call on April 30, 2021, HUD reminded the Board Chair of the requirements and the deadline and was informed that the JHA would look into this.
- The Field Office sent the draft Improvement Plan to Michael McLoughlin on May 17, 2021, and it was received before the deadline, allowing the agency access to much needed shortfall funds.

Supplemental CARES Act Operating Funds

- A draw was made on these funds on 2/3/21 by the Operations Manager. HUD rejected the voucher because the expenditures were outside of the eligible time frame for using these funds as costs were incurred prior to March 27, 2020.
- This was explained to the Operations Manager in a detailed email on 2/9/2021. HUD did not receive a response to the email and no further drawdowns occurred.
- The deadline to expend these funds is 12/31/2021 and the JHA is in jeopardy of losing these funds.

Operating Funds

- The JHA has not submitted a Board Resolution for its FY20 or FY21 Operating Budget. These were both due on or before June 30, 2021. The FY21 Operating Fund should be drawn down monthly to pay for operating expenses. To date, the JHA has only drawn 4 months of FY21 operating funds.

Enterprise Income Verification (EIV)

- PHAs are required to run quarterly and monthly reports in the Enterprise Income Verification (EIV) system. The JHA has not accessed the system since August 2020. The Field Office sent a reminder to the Acting ED on January 21, 2021. To date, the mandated reports have still not been run.

Site Visit and Other Issues

HUD conducted a site visit in June of 2019 which included attending a JHA Board meeting. Several issues were uncovered from this visit which were categorized into 3 main areas: Resident Advisory Board/Annual Public Hearing, Work Order Process and adequate office hours. More details of the documentation requested to satisfy the noted deficiencies are in the enclosed letter from HUD to JHA, dated for October 3, 2019. These issues continue to remain unsatisfied, and this office has reengaged discussions on the outstanding items with the Managing Director.

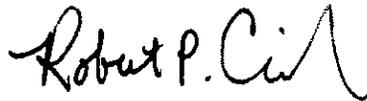
Lastly, in the past, this office has received complaints about Commissioners' involvement in the day-to-day operations of the agency. We would like to take this opportunity to remind the Board that HUD sees the roles of the Executive Director, or Managing Director, and the Commissioners as important but different. As you know, the Board of Commissioners is the legally and financially responsible governing body of a PHA and the first line of accountability for the PHA's performance. The commissioner's role is governance – establishing policy and ensuring oversight. The Executive Director's role is management. Commissioners and Executive Directors need to be cognizant of one another's roles without overstepping or undermining the other.

RI state law specifies how Commissioners are appointed, their responsibilities, and how and why they may be removed from office. A Commissioner may be removed from office for

inefficiency or neglect of duty or misconduct in office. The JHA has had several operational issues that have stood out over the years as significant and continuing obstacles to improving JHA's performance. These problems, coupled with allegations of persistent interference into daily operations by its Board of Commissioners, have posed major obstacles to JHA's ability to effectively implement the public housing program. We are hopeful that the JHA's recent actions in hiring a management company to administer the public housing program and address the outstanding issues identified above will result in a higher performing agency.

If you have questions about this letter or any other issues, please contact Tai Pope at 617-994-8412 or Talitha.M.Pope@hud.gov.

Sincerely,



Robert P. Cwieka
Director

Enclosure
cc:

Barbara Szepatowski
JHA Commissioner
sisurvey@aol.com

Cathy Powers
JHA Resident Commissioner
Kpow0276@gmail.com

Jamie Hainsworth
Town Administrator
jhainsworth@jamestownri.net



New England

U.S. Department of Housing and Urban Development

Office of Public Housing
Boston Hub
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street
Boston, Massachusetts 02222-1092

Mr. Rick Leco
Executive Director
Jamestown Housing Authority
45 Pemberton Avenue
Jamestown, RI 02835

OCT 03 2019

Dear Mr. Leco:

As part of HUD's effort to address an unusually high volume of tenant calls regarding several unrelated issues in the management of Jamestown Housing Authority's (JHA) public housing program, HUD conducted an informal visit of the JHA and attended the Board of Commissioners meeting on June 25, 2019. The visit also provided an opportunity for HUD staff to share general guidance and tour the grounds at the Pemberton Apartments site. This letter serves to reiterate the guidance HUD staff shared on site related to strengthening the JHA's work order processes, resident communication, and Board meetings and minutes while also identifying areas in which the JHA may not be following its own policies.

The HUD Boston Field Office has received numerous complaints regarding a perceived lack of JHA management presence on site. Complaints fall into three general categories: 1) delayed or no response regarding work order requests and internal transfer requests 2) a general lack of resident involvement and communication with residents and 3) Board meeting issues including whether meetings and agendas are posted and how minutes are recorded.

HUD's site visit confirmed that the JHA has not been responsive to concerns raised by residents. HUD staff also determined that the JHA does not have a well-established process in place for hearing and resolving complaints brought to the Board by JHA residents. In addition, HUD staff confirmed a lack of accurate and thorough recording of monthly Board meeting minutes.

As we discussed, notice of board meetings, agendas, board minutes, and resolutions are official records of the Board's proceedings, and as such, should clearly and accurately reflect the board's undertakings. Care must be taken to safeguard the official records of the Board's actions. Rhode Island open meeting law also states that residents and/or the public have the right to request copies of the Board meeting minutes (draft or approved) and the JHA should respond appropriately by providing the requested documents in a timely manner.

Board meetings should be conducted in a businesslike manner and in accordance with the JHA's bylaws. As a public body, the JHA is also subject to State and local laws governing open meetings and records. JHA management and the Board should ensure that all Board meetings are open to the public and create an atmosphere that is inviting to residents and the general

public. Please note, that while the public does not have a right to speak outside of the resident comment period, they do have the right to be there and see and hear including being given a copy of the agenda.

A key area in which public housing agencies (PHAs) can involve residents is the development of the Five Year and Annual PHA Plan. PHAs must develop an Annual Plan and Five-Year Plan in consultation with its Resident Advisory Board (RAB). All PHAs must annually hold a public hearing regarding any changes to the goals, objectives, and policies of the agency and invite public comment regarding such changes. The qualified PHA must also consult with and consider the recommendations of the resident advisory boards for the agency at the public hearing. HUD considers the annual public hearing essential to PHAs in determining whether changes to goals, objectives, and policies are needed.

While on site, we discussed communication between the JHA and the residents. There appears to be a lack of onsite presence by JHA management, which contributes to communication issues. HUD encourages the JHA to improve communication with all public housing residents and to take steps to increase resident engagement and involvement.

HUD staff toured the grounds of the JHA and discussed the significant volume of tenant complaints that come from JHA public housing residents concerning routine maintenance issues that residents say have not been addressed by the JHA. HUD has noted a breakdown in communication by the JHA when informing residents of the status of repairs and when their apartments will be entered for non-emergency orders. The JHA should maintain a Maintenance Work Order Log that staff can use to quickly verify the status of a work order when a resident calls in. This Log would also serve to ensure that routine maintenance issues are being addressed in a timely manner rather than, for example, having an existing leaking faucet in a tenant's apartment for several months.

In order to address the above noted deficiencies, HUD is requesting any documentation that would serve to provide evidentiary support that the following requirements are being adhered to:

- Efforts to establish a Resident Advisory Board (RAB)
- Notices published for the annual public hearing
- Any outreach conducted by the JHA to promote comprehensive participation in the public hearing
- The PHA Plan and other subsequent information made available to be reviewed during the annual public hearing
- Any office policies that require all resident requests to be in writing
- A well-established work order process and work order file that tenants are aware of
- Ways in which Board meeting minutes can be more accurately recorded
- Board bylaws that include how resident comments will be permitted and responded to by JHA
- Verification of the days and hours that the JHA office will be staffed by the Executive Director and the Assistance Executive Director

We would like to thank you and your staff for providing us with the information needed to discuss these areas of concern and hope that we were able to share productive information with you as well. Please respond in writing to the issues raised in this letter within 30 days. We appreciate your response and cooperation.

If you have questions about this letter or any other issues, please contact Tai Pope at 617-994-8412 or Talitha.M.Pope@hud.gov.

Sincerely,



Marilyn B. O'Sullivan
Director

CC:

Edward Gromata

JHA Board Chair

EGromata9@gmail.com

DRAFT Letter to Jamestown Housing Authority

August 17, 2021

Jamestown Housing Authority
C/O Ms. Valerie Malloy, Authority Chair
Board of Commissioners Members
Valeriemolloy54@gmail.com

Dear Ms. Malloy and Commissioners:

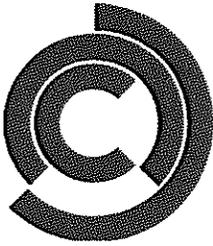
The Jamestown Housing Authority Commissioners and the Town are in receipt of communications from the U.S. Department of Housing and Urban Development (USHUD), Office of Public Housing dated July 26, 2021. There is also a letter from a site visit by USHUD dated October 3, 2019. The communications site numerous complaints, shortfalls and deficiencies from 2019 to the present.

The Town Council has directed me to request a written response on what if any action has been taken or is being taken to answer and/or correct all the issues stated in the communication. Please send your written response to me by September 15, 2021.

Sincerely,

Jamie A. Hainsworth
Town Administrator

Attached: Letters (2) from USHUD



Jamestown Arts Center

August 11, 2021

Jamestown Town Council
c/o Jamestown Town Clerk
Jamestown Town Hall, 93 Narragansett Avenue
Jamestown, RI 02835

Executive Director

Maureen A. Coleman

Board of Directors

Mary Hall Keen, Chair

Karen Augeri Benson, Vice Chair

Susan Hackman, Treasurer

Catherine Bowen, Secretary

Kate Barber

Erica Connolly

Thomas G. Farrell

Diane Harrison

Courtney Hunter

Kara McCamey

Sara Melrowitz

Didi Suydam

Dear Honorable Members of the Jamestown Town Council:

This letter is submitted today to request of the Council that the Town of Jamestown again partner with the Jamestown Arts Center in their 2022 exhibition, *the Outdoor Arts Experience Biennial 2022*.

Building on the success of 2020's *Outdoor Arts Experience*, the JAC is working to establish this as a Biennial exhibition. Our plans for 2022 include the temporary exhibition of 12 artworks at various locations around town, along with special events and classes. In addition to the Town, we will again partner with the First Subdivision of Shoreby Hill, BankNewport, RI DEM Fort Wetherill and Beavertail parks, the Jamestown Historical Society, the Conanicut Island Land Trust, and the Jamestown Community Farm.

Our process will be similar: A national request for proposals will be published with a selection panel recommending artworks for display. The panel will consist of community members alongside arts professionals. Artworks recommended for exhibition on town properties will be vetted by town staff and presented to the Town Council in the spring of 2022.

Town locations for which we request consideration to exhibit include the Jamestown Police Department, East Ferry gardens, Town Hall front lawn and back garden, and Melrose School. All artworks will be installed in a temporary fashion, end of June through end of October, 2022. Liability insurance will be provided through the JAC with the Town of Jamestown additional named insured, and all sites will be restored at the end of the exhibit.

Attached to this letter is the Request for Proposals, and a document summarizing the thanks we received from visitors to last summer's exhibition.

Respectfully submitted,

Molly Dickinson, Project Manager Outdoor Exhibitions

Jamestown Arts Center
P.O. Box 97 / 18 Valley St., Jamestown, RI 02835
www.jamestownartcenter.org
401.560.0979

Town Clerk

From: Molly Dickinson <OAE@jamestownartcenter.org>
Sent: Monday, July 19, 2021 8:19 AM
To: Jamie Hainsworth; Lisa Bryer; Michael Gray; Raymond DeFalco
Cc: Tom Farrell; Lydia Cotter; Maureen Coleman
Subject: 2022! Outdoor Art Biennial

Dear Jamie,

I suspect it feels like we just wrapped up work on this year's exhibition of outdoor artwork- but we are at it again, planning ahead for **2022**.

We plan to continue last year's *Outdoor Arts Experience 2020* as a Biennial exhibition, in the larger format with 10-12 works at various locations around town. We hope to again partner with the town for use of various locations to exhibit artwork, as was so successful last year. Town Hall, the Library, the Jamestown Museum, Police Department, East Ferry Gardens, the Melrose School, and along the bike path are all on our wish list of locations we'd like to offer to artists.

If this request continues to meet with the approval of town administration- you and your department heads- we will place the request on the agenda for Town Council approval during its august 2nd meeting. We are, of course, happy to come in to meet with you all if useful.

Please let us know your thoughts, and thank you for your continued consideration.

Molly

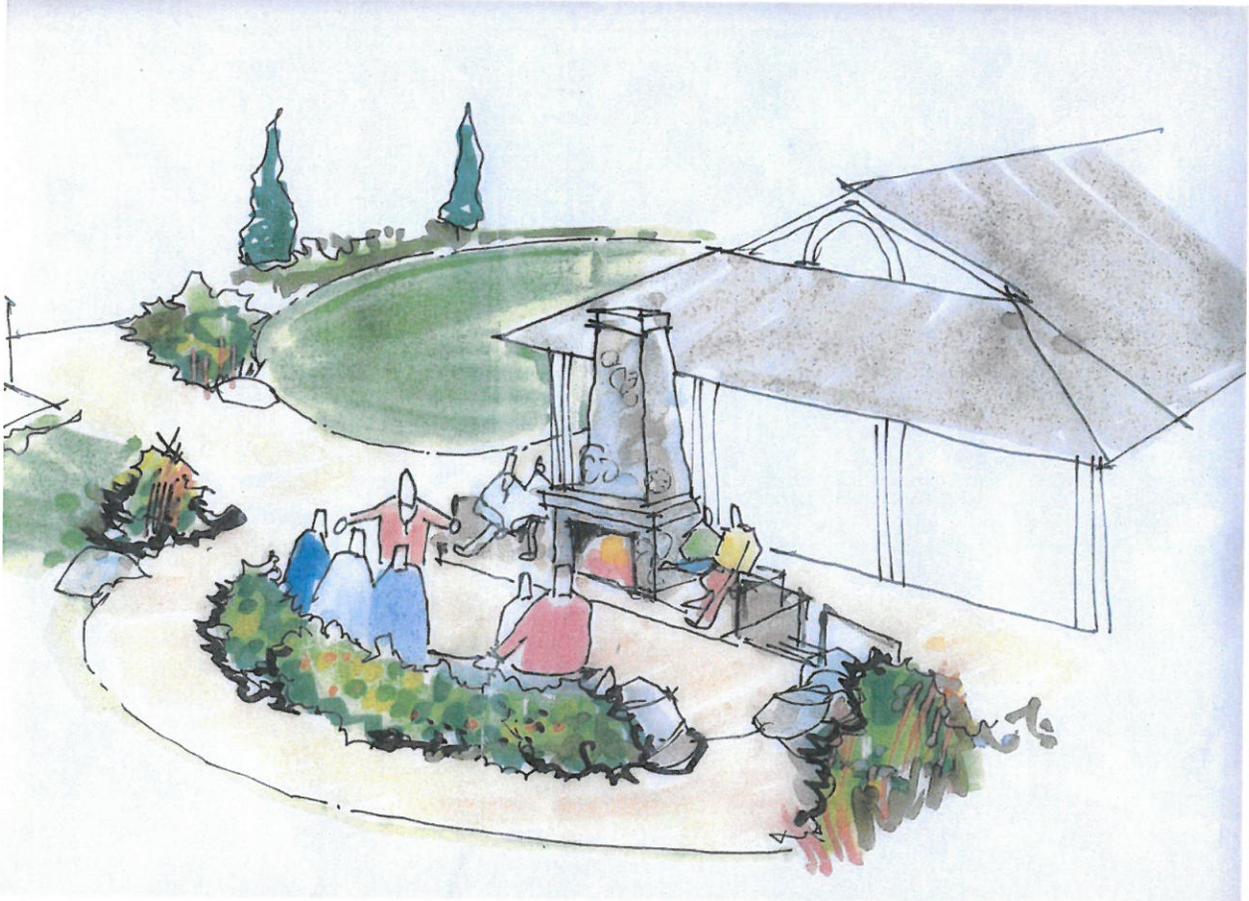
Molly Dickinson
Public Art & Outdoor Projects
molly@jamestownartcenter.org
Jamestown Arts Center
18 Valley Street
Jamestown, RI 02835
401-560-0979
401-573-9838 cell
www.jamestownartcenter.org

For the Town Council August agenda from Councilor Mary Meagher

A Gift to Jamestown from Doriana Carella and Andrea Colognese: A Community Wood Fired Oven

In April of this year, Doriana Carella and Andrea Colognese, who, in establishing the Village Hearth Bakery, created a Jamestown landmark, and who live in Jamestown, told me they wanted to donate and help in the construction of a community wood fired oven, similar to what they had operated at the Village Hearth, used for baking bread and pizza. We talked about possible locations, and I suggested near the pavilion at Fort Getty.

In 2012-13, Landscape Architect Arek Galle developed a beautiful plan to enhance the landscape surrounding the pavilion, much of which has been constructed. However, the improvements to the western end have stalled, presumably for lack of money. The plan called for a fireplace at that end that would face west with a half circle stone wall facing the fireplace and pavilion, where folks could gather after/ during a pavilion event or at other times. It needed to be a fireplace with a chimney because of the wind. It would also provide a sweet focal point. The east side of the fireplace was to serve as a food preparation area for pavilion events.



The town got so far as to install the base of the fireplace which acts as a retaining wall to the hill and which is flanked by two staircases.

In mid May, Dori, Andrea, Lisa Bryer, Ray De Falco, Mike Gray and I met to consider the site and we all agreed it was a great location. Deb Hagie joined us and provided valuable input about how it would be operated. We needed specifics however and Dori and Andrea engaged architect Abby Campbell King in drawing up their ideas. Abby is donating her services to the cause. We met again in late June with Lisa, Abby, and Ray de Falco.

Dori and Andrea know what is necessary to make pizza and bread and have made it clear that to do this correctly, we will need to include other fixtures like a sink and possible refrigerator on site. We also discussed how it would be controlled and used. We know the wood fired oven can be an asset to those who would use the pavilion. Dori and Andrea are hopeful it can also be used for community events, including fundraisers or classes in which they might participate. We had questions about how its use would be organized and how this amenity would be protected and secured.

The project includes the following:

A wood fired oven, approximately four to five feet in diameter that is domed and requires a chimney . The oven will be located on the existing stone base that sits at the western end of the pavilion. As a result, the bottom of the oven will be about 36 to 42” off of the pavilion floor level. Access to the oven is through a small door (18 by 24”) that opens and closes. The oven is a kit that requires assembly and also requires masonry materials for a surround and chimney. In addition, a surface for the “counters” adjacent to either side of the oven should be part of this assembly (approximately 60 square feet of counter.)



How will this be accomplished? Dori and Andrea will purchase the oven from a supplier who is interested in supporting this community idea (and so will offer a discount.) The cost to them is approximately \$3500. They will donate the oven to the town. Andrea has offered to help oversee the construction and installation of the oven and its required additional structure. The cost of building a chimney and the surround to the pizza oven alone is an unknown but should it exceed \$5000 it will need to go out to bid.

Additional structures and supports needed to use the oven:

- Sink, counter and refrigerator. Dori and Andrea have said that a sink is essential in enabling the use of this facility. We suggest that the town add to the southern bathroom, building a shed attached to the south wall of that bathroom, with a kitchen/utility sink attached to the south wall that will drain into that bathroom's drainage tank. A counter can be located there and, if necessary, there can be room for a refrigerator. While the counter and sink will be attached to the wall and can be elevated and the sink drained for the winter in the same way as the existing toilet facilities, a refrigerator will need to be moved in and out.



We hope the town can build this shed roofed addition to the bathroom and install a counter. (FYI: The Town (Ramon!) built the bathrooms.) The town can get a plumber and electrician to pipe and wire this small facility.) Approximate cost for both subcontractors: \$600. The cost of the sink could be anywhere from \$500 to \$2500. The cost of the refrigerator is similarly a guess.

- Wood supply and storage: Abby had drawn a small covered shed that would be locked but could hold wood for use at the oven. Or wood storage could be located in the masonry construction. Another option is that folks using the oven would pick a package of firewood at the guard station at Fort Getty, much as campers get ice. It is important that the source of wood be controlled as using the wrong wood (such as pressure treated or unseasoned wood) will harm the oven. (Not to mention make lousy pizza!)

The town could build this small shed, approximately the size of a doghouse.

Additional amenities

With the construction of the chimney for the pizza oven and the need to prevent access to the oven and counters from the hill to the west, we talked about building the fireplace and chimney that Arek Galle had originally proposed for this area. It would have a big fireplace (54 inch minimum width fire box) and hearth facing west and low walls to either side will serve to block access onto the counters that will serve the cooking oven. The flue for the pizza oven can be included in this chimney, adjacent to the fireplace flue which is likely to be taller.

The cost for constructing this chimney and fireplace assembly will include some excavation, as well as masonry, and is likely to be more than \$15000. At prevailing wage, it will cost more.

In addition, we would build the low semicircle wall that would face this fireplace, resembling the wall that now sits at the east of the pavilion. The cost for this wall is likely to be at least \$ 8000. The same caveat about prevailing wages applies. Whether the ground between fireplace and this sitting wall is paved in some masonry or grass or gravel was not discussed, but that too would need to be factored into the cost.

Use of the facility: Just like the pavilion, this oven should be available to Jamestowners and others to access through the system already well organized by the Rec Department. Its season is likely to exceed that of the campground (which runs from Mid May to mid October) from April through November, which may require special supervision by the Rec Department. We believe when it is used in association with the pavilion or at other times for private use, there should be a fee charged for its use.

And we recognize that the oven could be a resource for all kinds of activities sponsored by the Recreation Department and other non profit organizations. There could be cooking classes or other gatherings where it is used . It could be used in conjunction by organizations to fund raise. The Rec Department could offer a Thursday (or a Sunday Monday Tuesday or Wednesday) pizza night .

This oven will need to be locked or protected so that it is not vandalized or accessed without permission.

We also need to ensure that those who do use it know how to use it and what not to do. So users may need to take a course or pass a test regarding its use. This would be supervised by the Recreation Department.

July 31, 2021

30 Melrose Avenue
Jamestown, RI 02835

Town Council
Town of Jamestown
93 Narragansett Avenue
Jamestown, RI 02835

Dear Members of the Town Council,

I would respectfully like to submit my resignation from the Jamestown Philomenian Library Board of Trustees effective August 31, 2021.

Working with my fellow Board members and with Lisa Sheley, the Library Director, has been invigorating and personally rewarding in many ways. Additionally, the experience of developing a community-wide capital outreach campaign to expand and renovate this wonderful library has been an exciting challenge. However, setting this all aside, my focus has been recently been redirected with the birth of my first grandchild and my desire to live closer to him.

Thank you for the opportunity to serve the Town in this manner. I wish the JPLB, its director and staff much success in the future.

Respectfully,

Edward Gromada

July 31, 2021

30 Melrose Avenue
Jamestown, RI 02835

Town Council
Town of Jamestown
93 Narragansett Avenue
Jamestown, RI 02835

Dear Members of the Town Council,

I would respectfully like to submit my resignation from the Jamestown Zoning Board of Review effective August 31, 2021.

Although working with my fellow Board members and with the town's building department has been a very rewarding and enjoyable experience, the focus of my joy and energy has been redirected with the birth of my first grandchild and my desire to live closer to him.

Thank you for the opportunity to serve the Town in this manner. I wish the Zoning Board and its members and staff much success in the future.

Respectfully,

Edward Gromada

I. ORDINANCES, APPOINTMENTS, VACANCIES AND EXPIRING TERMS

Please Note in Accordance with Section 42-46-6 (b) the Council May Review, Discuss and/or Take Action and/or Vote on the following items:

- A) Appointments, Vacancies and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
- 1) Jamestown Affordable Housing Committee (One [1] Member vacancy with a three-year term ending date of May 31, 2023)
 - a) No applicants
 - 1) Jamestown Fire Department Compensation Committee (Two [2] Citizen-at-Large Representatives with an unexpired term ending date of May 31, 2023 and an unexpired term ending May 31, 2024)
 - a) No applicants
 - 2) Jamestown Housing Authority (Two [2] Commissioner vacancies with an unexpired five-year term ending date of December 31, 2024 and an unexpired five-year term ending date of December 31, 2025)
 - a) No applicants
 - 3) Jamestown Juvenile Hearing Board (One [1] Alternate vacancy with a two-year term ending date of December 31, 2021)
 - a) No applicants
 - 4) Jamestown Philomenian Library Board of Trustees
 - a) Letter of Resignation
 - i) Edward Gromada
 - 5) Jamestown Zoning Board of Review
 - a) Letter of Resignation
 - i) Edward Gromada

11/15/2021 10:05 AM
David R. Emond
11/15/2021 10:05 AM

David R. Emond
116 Howland Ave
Jamestown, RI 02835

Dear Mike Gray and Jamestown Council:

At 11:00 AM this day July 15,2021 I went to the our transfer Station. There I am greeted by open top trash dumpsters and our "NEW" compactor is down yet again! This is clearly a result of poor design and manufacturing practices. This unit is not 6 months old and it has suffered another catastrophic mechanical failure. The town of Jamestown DPW should not be working on this unit. The Equipment manufacturer should be picking up this trailer and replacing it with a NEW better designed unit or sending a repair team here on the double to fix it "UNDER WARRANTY"! We the town of Jamestown taxpayers and transfer station permit holders are now again paying exorbitant rates to dispose of our MS Waste (trash) because the dumpsters of uncompacted trash have very little weight and therefore will require many more trips to transfer the same amount of trash. This was already going on with our "NEW" but handicapped trailer because after the first time the Towns DPW worked on the back door that failed only weeks from it arriving here the operator was instructed to not pack the trash to the trailers capacity. The trailer manufacturer should be paying all the expenses of the open top dumpster service until this problem is remedied. The rates at the Transfer Station go up almost annually an I expect with this recent development this will be true again next year! If the Trailer supplier won't step up to his responsibility Legal Action should be in order

David R Emond



Mechanic of Record
All Waste Control Trash Co.
Moodus, Ct

July 16, 2021

Nancy Beye, President
Jamestown Town Council
93 Narragansett Avenue
Jamestown, RI 02835

I presented the following statement to the Harbor Commission on Wednesday July 14, 2021 via ZOOM. This statement represents my concerns regarding my waterfront property (Plat 16, Lot 245) and moorings. Please consider my concerns.

Charlotte Zarlengo 350 Seaside Drive Jamestown, RI 02835 [REDACTED]

STATEMENT:

My name is Charlotte Zarlengo -350 Seaside Drive (Plat 16 Lot 339) and owner of waterfront property (Plat 16 Lot 245). This waterfront property, directly in front of our house lot, lies north and directly adjacent to the Head's Beach launch area. I cannot see the launch area from my house. What I can see are 8 boats and at least 3 other moorings directly in front of my waterfront property. At least 3 new moorings have been installed this year! I am upset about this situation and feel that my riparian waterfront rights are being infringed upon.

My several calls to Kevin Cute at CRMC have gone unanswered. I have not received a return call from the chair of this committee. I have had contact with Chief Mello, the harbor master and the Town Council President.

I would like to know, in writing:

1. Who determines, and is responsible for, mooring sites and moorings outside marina areas and specifically at Head's Beach?
2. As a riparian lot owner, why wasn't I notified? Don't I have any rights?
3. Was the Jamestown Shores Association notified and asked about environmental impacts to the area?
4. The Conservation Commission planted eel grass in the area. Did they approve the boat moorings?

Head's Beach supports a large number of Jamestown Shores residents in a small area. Parking is limited. Moorings have greatly increased long term parking, causing parking to spill over onto Seaside Drive and Frigate streets. This is dangerous for children, walkers, bikers and normal Seaside traffic.

I believe this commission only considered the boating community and not the environmental impacts of this neighborhood. Perhaps environmental impact statements should be required.

Please respond to my issues now, and in writing. I will be sending my concerns to the Town Council, Chief Mello, the Conservation Commission and the Jamestown Shores president.

End of statement



July 22, 2021

RECEIVED:
JUL 29, 2021 10:52 AM
Town of Jamestown Town Clerk
TOWN OF JAMESTOWN Town Clerk

Jamestown Town Council
Jamestown Town Hall
93 Narragansett Avenue
Jamestown, RI 02835

Dear Members:

I, Richard A. Boren and my wife, Mara V. Boren, are the owners of that property identified as 172 Intrepid Lane, Jamestown, RI. On June 17, 2021, the Jamestown Public Works Department and/or Cardi Corporation, employed under the supervision of the Jamestown Public Works Department, in the course of digging up and repaving Intrepid Lane, negligently and carelessly dug up approximately six feet of underground sprinkler piping and a rotor.

Upon information and belief, the approximate cost of repair is in excess of \$1,000.

Notice was provided to the Public Works Department on June 18, 2021 and again on July 16, 2021.

Richard A. Boren

A handwritten signature in cursive script, appearing to read "Richard A. Boren".

On behalf of himself and Mara V. Boren

August 2, 2021

Ms. Jean Gabriele
Tax Collector
Town of Jamestown
93 Narragansett Avenue
Jamestown, RI 02835

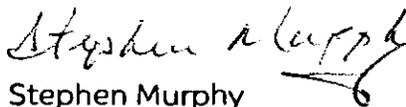
Dear Jean,

It was nice speaking with you last Thursday and reminiscing about our shared past work experience at the Bay Voyage! High School summer jobs certainly bring back fond memories!

Regarding your decision not to waive the fee assessed for my on-time drop box June tax payment that was subsequently lost within your office I understand it is not within your authority to do so. You suggested I submit my appeal to the town council. I will take your advice and submit my request to Ms. Nancy Beye, President Jamestown Town Council under separate cover letter.

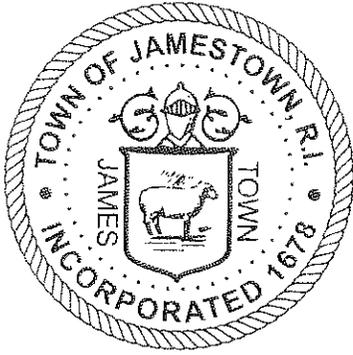
In the meantime enclosed please find a check for the disputed amount of \$88.30. I am paying this under protest while my case is pending in front of the town council. Once I receive a favorable ruling you can simply apply the amount as credit to my September tax bill. Thank you for your consideration.

Sincerely,



Stephen Murphy
56 E Shore Rd
Jamestown, RI 02835

cc Ms. Nancy Beye



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

July 20, 2021

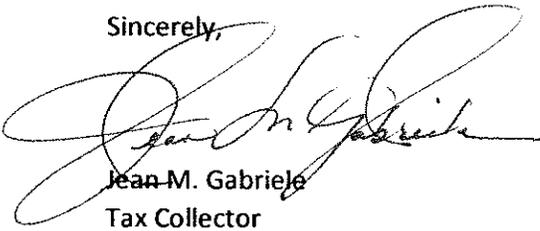
Stephen Murphy
56 East Shore Road
Jamestown, RI 02835

Dear Mr. Murphy:

I have been made aware of your situation pertaining to your tax payment. As Ms. Swistak has stated, the Town has never had an issue pertaining to our drop box and receiving payments. I understand your frustration, but I do not have the authority to waive interest. The interest on delinquent payments is based on the RI General Laws. Due to this, the Town Council has also denied such request in the past. The amount to bring your account current is: \$88.30.

If you have any additional questions pertaining to this matter, please feel free to contact me.

Sincerely,



Jean M. Gabriele
Tax Collector

July 15, 2021

Tax Collector
Town of Jamestown
93 Narragansett Av
Jamestown, RI 02835

Dear Sir or Madam Tax Collector,

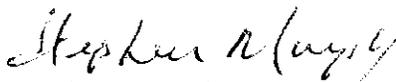
Please correct the account associated with 56 East Shore Rd to zero (\$0.00) balance. I placed check #1301 in the drop box on the evening of June 11. See attached copy of the check. The check was in a small white envelope. On the outside I had hand written "56 E Shore Rd, Tax Collector". Given taxes were due on June 12 it was paid on time as I always do.

Noticing that my check had not yet cleared my bank I contacted the tax collector office on June 26 to inquire of the matter. I was informed by Ms. Swistak that there was no record of my payment and that the drop box contents from June 11 had long since been processed. As I had placed my payment in the drop box on June 11 I can only conclude that the tax collector office misplaced or inadvertently discarded my check after processing others. I went to the office on June 28 and wrote a replacement check #1307.

Given my original payment was on time please revert the balance on my account to zero (\$0.00).

If you would like to discuss this matter with me live you can reach me at (630) 215-3810.

Sincerely,


Stephen Murphy
56 E Shore Rd. 

**TOWN OF JAMESTOWN
Notice Of Account Status**

Account: 

Penalty as of: 06/28/2021
Notice Date: 6/28/2021

Date Due:	06/28/202
Principal Due:	\$2,282.5
Penalty Due:	\$88.4
Total Due Now:	\$2,371.0
Amount Enclosed:	\$ _____



**MURPHY STEPHEN I & KAREN W
56 EAST SHORE ROAD
JAMESTOWN, RI 02835-1626**

Please remit payment with this coupon to:
**TOWN OF JAMESTOWN
TAX COLLECTION
93 NARRAGANSETT AVE P.O.
JAMESTOWN, RI 02835**

Phone: (401) 423-9807



Check your balance and pay on-line at
Your Account number is: **13-2252-75**
The PIN# to access your account is:

Receivable	Description	Principal Due	Penalty Due	Total Due
2020 REAL ESTATE	7/85 56 EAST SHORE ROAD	2,277.55	88.30	2,365.85
2020 ISDS CHARGE		5.00	0.19	5.19
			Please Pay:	2,371.04

OK

RECEIVED
2282.55
JUN 28 2021
Town of Jamestown

PS

**MURPHY STEPHEN I & KAREN W TE
56 EAST SHORE ROAD
JAMESTOWN, RI 02835-1626**

Penalty as of: 06/28/2021
Notice Date: 6/28/2021

**TOWN OF JAMESTOWN
TAX COLLECTION
93 NARRAGANSETT AVE P.O.
JAMESTOWN, RI 02835**

Phone: (401) 423-9807

Approved As Written
Affordable Housing Committee Minutes
Conference Room
May 15th, 2019

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:

Heather Lopes, Job Toll, Fred Pease, Nick Radesca, Lisa Bryer

Not present: Barbara Szeptowski, Donna Andreozzi, Sydney Keen

Also present: Cinthia Reppe, Deb Foppert, Dianne Grippi, Janie Harris

II. Approval of Minutes – January 16, 2019- review, discussion and/or action and/or vote
Postponed until next meeting.

III. Stuart and Anne Sanderson, 70 and 78 Narragansett Avenue, Plat 8, Lots 120 and 121 – Redevelopment of single family home into 19 for sale units, including 5 Affordable units. review, discussion and /or action and /or vote

Town Planner Lisa Bryer said it is before you tonight for a recommendation or if you have concerns. You are advising or supporting the Planning Commission about the Affordable Units.

The Planning Commission will be reviewing this major land development plan proposal. It is a major land development project because it is more than 5 units. It has to be reviewed by state agencies too.

Fred Pease asked if the affordable units are up to par with the other units? Are they integrated? Yes, these are the things you can look at and comment on.

Units 3,6,12, 14 and 15 are the affordable units.

Job Toll said he found it a bit confusing with the plan names and not unit numbers.

The committee looked at the plans to see where the affordable units are.

Fred Pease asked if units 14 and 15 are part of the original house. Yes, they are. The 1 bedroom's would be for seniors. Unit 12 is a 2 bedroom with a loft. The 1 bedrooms are on the first floor which would make sense for seniors. Nick Radesca asked where the other 2 bedroom plans are? We do not have them yet.

Chair Heather Lopes said her concern with limiting to 2 bedrooms and not a 3 bedroom is limiting use for families. The buffer for the neighbors looks good, one way is good for in and out access onto Narragansett Ave. Heather Lopes asked Deb Foppert about the parking on the side. Heather asked how many spaces they need? They need 1.5 per unit. Nick Radesca asked if the spaces are assigned? Deb said most of the spaces are close to the units which will be good for the seniors.

Fred asked should we even be looking at the parking?

Parking should be assigned fairly.

Heather asked what kind of subsidies are they asking for? None, Lisa Bryer said it is a private application, they are asking for waivers from building fees and open space FILO. Fee in lieu of land dedication is based on fair market value and they are asking for this for the affordable units.

We keep the FILO and it is used for many things, we used it for the farms, Park Dock, and it is used only by the Town of Jamestown.

The price for a 1 bedroom would be 264K for an affordable unit. Lisa Bryer explained the percentage of the 80%-100% of medium income and they are asking for 120%. Heather said she thinks the difference in the income levels is tough. They have not stated who the monitoring agent is yet. They were looking at Narragansett Housing. They can accept those people below the 120% but the price of the house would need to be lowered. The reason they applied is so they do not have to go back if they go lower. The difference at Jamestown Terrace was 179K for a 1 bed and 202K for a 2 bed and those were at 100%.

Fred asked if the term subsidized is for an affordable housing term. Ms. Bryer explained permanently affordable and local, state or federal subsidy. The applicant is asking for a waiver of water and sewer fees.

Nick asked about resale? If they sell before the 30 years is up it has to be sold to another person that will qualify.

After the 30 years it can be sold for regular market price, or it can be given to the family and the family does not need to be income qualified.

Fred asked about leasing of the property. It cannot be leased.

Heather Lopes said parking should be assigned fairly, she also questioned the 120% saying it should be lower, she wants the people below the 120% to be considered. Keeping it aesthetically fitting with the town is a huge plus. Ms. Foppert said they are keeping the original dwelling for historic reasons.

This design is conceptual and at the next stage is where the design will be decided upon.

The Planning Commission will have this on the agenda for the June 5th meeting. The applicant will need water and sewer approval.

Heather Lopes opened up the meeting to the public for comments.

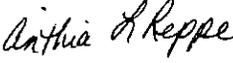
Dianne Grippi asked if there will be updated plans before June 5th? We have updated plans available in the planning office currently.

Fred Pease asked about a completion date. Ms. Foppert said 2022.

The association fees are reduced for the affordable units too.

A motion to adjourn by was made by Heather Lopes and seconded by Job Toll. All in favor.

Attest:


Cinthia L. Reppe

JAMESTOWN CONSERVATION COMMISSION

Tuesday, January 15, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, A. Kuhn-Hines, P. Larson, G. Souza. **Absent:** K. Schadegg, B. Lundy **Also in attendance:** Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:10 PM

II. Call to Order- 7:10 pm

III. Approval of Minutes: November 15, 2018 Regular Meeting- **Motion to approve George Souza; 2nd Phil Larson, all in favor - motion passed.** Tabled approval of Meeting Minutes from the November 29, 2018 Special Meeting (need a majority of attendees present to approve).

IV. OPEN FORUM:

A) Scheduled request to address: None

B) Non-Scheduled request to address: Sav Rebecchi provided the JCC with correspondence (dated 12/12/2018) from CRMC and Save the Bay (STB) to the Town of Jamestown that summarized their findings from a statewide public rights-of-way (ROW) survey of 226 ROW and updated geographic information system (GIS) dataset. The CRMC and STB are asking the town to review the findings from the report and ask the community to take steps to preserve, protect and maintain these ROWs. The JCC will obtain the detailed report, review the findings relevant to Jamestown ROWs and plan to act in coordination with the town and Jamestown Friends of ROWs on issues with individual ROWs.

V. CORRESPONDENCE AND BILLS

A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; **No new applications**

B) CRMC January Calendar

VII. Old Business & Committee Reports:

A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Update on the conservation protection status and feedback/results from August Town Council meeting (8/20/2018) concerning town-owned tax lots in Jamestown Shores-Joyce Antonello described the Town Council's review of the GIS map depicting proposed Conservation Easements for town-owned tax lots and identified a list of possibly four lots that may be excluded from easements (because they are not located within wetlands and may have potential use to the town, e.g. potential for future affordable housing). The JCC discussed plans for Joyce Antonello to continue working with Town Planner, Lisa Bryer and CILT member, Jim Turenne, to visit the lots early Spring, and then revise and resubmit list of lots for conservation easement protection

to Town Council. Related to the Jamestown town-owned tax lots, Sav Rebecchi addressed the JCC concerning the maintenance of these town-owned tax lots for protecting water resources in the Jamestown Shores area. Sav noted that a group called the Upper Shores Advocates (USA: <http://www.uppershores.us/>) has concerns about the water quality/quantity in the JTN shores and among other issues has concerns about ROWs in the JTN Shores area. The USA group also supports the Bike path that will safely connect the JTN shores with the JTN soccer fields and provide safe access to the downtown; and supports other ideas like parks, playgrounds, etc. for the JTN Shores community. Sav discussed the groups' concerns about the language in the conservation easements related to restricting use on these town-owned tax lots. The JCC noted the language in the JTN Shores Management Plan (2012), which was prepared by the JTN Planner, Lisa Bryer, the Town of Jamestown, the JCC, the Conanicut Island Land Trust and the Jamestown Shores Association. Specifically, Sav's concerns include the management (or lack thereof) of large, old growth trees on the town tax lots, and the amount of water these large old growth trees use. Sav also noted a perceived conflict of interest related to water quality/quantity among the USA, the CLT and the JTN Shores Association. The JCC briefly discussed the issues of Paper Roads and ROWs, related to JCC and JTN responsibilities, jurisdiction, etc. There will be more information and updates to the issue of Paper Roads as the Town works toward a comprehensive approach in the future. Review and update on RI DEM Trails Grant Application submission for construction materials for the Hull Cove trail.

- B) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). The JCC discussed having the dog waste informational pamphlet (Poo Pollution) included again in this year's dog license renewal reminder mailings. Will discuss Earth day preparations at next JCC Meeting.
- C) Harbor Management Commission (G. Souza). George reported that the Harbor Management Commission is reviewing and finalizing the riparian zone mooring issues.
- D) Tree Committee (G. Souza). Nothing new to report.
- E) Taylor Point Restoration Association (G. Souza). George provided correspondence from Dennis Webster, Director of the TPRA. The TPRA would like the JCC's support of a project to address the serious erosion issue around the Taylor Point and Potters Cove area, especially the erosion along the lower parking lot- they lost 3 feet of embankment during 2018 due to erosion. The TRPA would like to receive some funding from the town to begin design work to address the erosion issue and preserve the existing parking area. The TRPA could then apply for state and CRMC grants for shoreline protection projects. The JCC discussed how they fully support the restoration efforts of the TRPA and would send correspondence to the Town encouraging support efforts to address shoreline erosion at Taylor Point and Potters Cove.

VIII. NEW BUSINESS

- A) Grateful Recognition to Dave Reardon for his tireless efforts and his exuberant positive energy, innovative ideas and contributions to the JCC over the last three years.
- B) Next JCC Meeting: Tuesday, February 12, 2019

IX. ADJOURNMENT

Adjourn – 8:19 PM –Motion to adjourn Phil Larson, 2nd George Souza, all in favor - motion passed

JAMESTOWN CONSERVATION COMMISSION

Tuesday, February 19, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, A. Kuhn-Hines, P. Larson, G. Souza, J. Wurzbacher. **Absent:** K. Schadegg, B. Lundy **Also in attendance:** Matthew “Twig” Largess, Owner of Largess Forestry, Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:05 PM: Welcome to New JCC Member, Jess Wurzbacher

II. Call to Order- 7:05 pm

III. Approval of Minutes: January 15, 2019 Regular Meeting- **Motion to approve Joyce Antonello; 2nd Phil Larson, all in favor - motion passed.** Tabled approval of Meeting Minutes from the November 29, 2018 Special Meeting (until a majority of attendees are present to approve).

IV. OPEN FORUM:

A) Scheduled request to address: Matt “Twig” Largess, International Society of Arboriculture Certified Arborist and Owner of Largess Forestry, gave an interesting presentation describing his wide range of expertise in diagnosing, caring for, and maintaining trees relevant to Conanicut Island, and trees across Rhode Island and the US. Matt highlighted the role of trees and forests in healthy watersheds, and the important role they play in reducing stormwater and removing/filtering pollutants that would otherwise wind up in our waterways. Matt mentioned that he did some research concerning old growth trees and how much water they need/consume. Matt noted that he was surprised at how much water they consume (one large tree can lift up to 100 gallons of water out of the ground and discharge it into the air in a day) but also noted how trees release that water as oxygen and water vapor; Matt also noted other benefits trees provide: absorbing carbon, reduce soil erosion, maintaining and improving water quality. Matt provided the JCC with an article written by Vincent Cotrone (Penn State, Urban Forester, Northeast Region) that describes the benefits and ecosystem services provided by trees and forests in a healthy watershed: <https://extension.psu.edu/the-role-of-trees-and-forests-in-healthy-watersheds> Matt also mentioned another good resource for information about the functional services and benefits trees provide: <http://www.treesaregood.org/>

B) Non-Scheduled request to address:

V. CORRESPONDENCE AND BILLS

A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; **No new applications**

B) CRMC February Calendar ROW Subcommittee meeting Providence, 2/26/19. CRMC public notice of request for modification of assent application for already existing

aquaculture site managed by Antonio and Joseph Pinheiro. Modification request is to grow hard shell clams, *Mercenaria mercenaria*, in already permitted floating cages, followed by bottom planting for grow out.

VII. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Update on the conservation protection status and feedback/results from August Town Council meeting (8/20/2018) concerning town-owned tax lots in Jamestown Shores- The JCC discussed plans for Joyce Antoniello to continue working with Town Planner, Lisa Bryer and CILT member, Jim Turenne, to visit the four-six lots on the list that may be excluded from easements (because they are not located within wetlands and may have potential use to the town, e.g. potential for future affordable housing) in early Spring, and then revise and resubmit list of lots for conservation easement protection to Town Council. Related to the Jamestown town-owned tax lots. A. Kuhn-Hines reviewed and updated the JCC on RI DEM Trails Grant Application submission for construction materials for the Hull Cove trail.
- B) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). J. Antoniello reported that the Town will be sending out an informational pamphlet (Poo Pollution) again in this year's dog license renewal reminder mailings. The targeted pamphlet describes best practices for environmentally friendly disposal of dog waste.
- C) Harbor Management Commission (G. Souza). George reported that the Harbor Management Commission is continuing to debate, research, review, and finalize the riparian zone mooring issues. George reports that this is a complicated issue, and that the HC is working through these challenges as they consider all of the options and ramifications.
- D) Tree Committee (G. Souza). Nothing new to report-Tree Committee meeting same night as JCC meeting this month.
- E) Taylor Point Restoration Association (G. Souza). George reviewed the correspondence from Dennis Webster (2/19/2019), Director of the TPRA. The TPRA would like the JCC's support of a project to address the serious erosion issue around the Taylor Point and Potters Cove area, especially the erosion along the lower parking lot- they lost 3 feet of embankment during 2018 due to erosion. The TRPA would like to receive some funding from the town to begin design work to address the erosion issue and preserve the existing parking area. The TRPA could then apply for state and CRMC grants for shoreline protection projects. The JCC discussed how they fully support the restoration efforts of the TRPA and voted to have George Souza draft and send correspondence to the Town encouraging support efforts to address shoreline erosion at Taylor Point and Potters Cove. **Motion to approve Anne Kuhn-Hines; 2nd Joyce Antoniello, all in favor - motion passed.**

VIII. NEW BUSINESS

- A) JCC set the date for the JCC Earth Day Clean Up: Saturday, April 27, 2019. The JCC discussed all of the tasks involved for preparations and assigned members to all of the separate tasks and to provide updates on progress at the next JCC meeting.
- B) Discussion about the town of Barrington's ban on styrofoam. The JCC discussed the town of Barrington's recently passed ordinance banning styrofoam. The JCC decided to do some research around town to collect information about what businesses use styrofoam (cups, containers, take out packages, etc.) to get an idea of how much styrofoam is being used. The next step would be to discuss with business owners their

views and future plans on the use of styrofoam in their business. The JCC will discuss this issue further after gathering more information about the use of styrofoam on Jamestown.

C) Next JCC Meeting: Tuesday, March 12, 2019

IX. ADJOURNMENT

Adjourn – 9:00 PM –**Motion to adjourn Phil Larson, 2nd George Souza, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, April 2, 2019, 7:00 p.m.
Jamestown Library, Public Meeting Hall
26 North Road, Jamestown, RI

Meeting Minutes

In attendance: J. Antoniello, A. Kuhn-Hines, P. Larson, K. Schadegg, B. Lundy **Absent:** G. Souza, J. Wurzbacher. **Also, in attendance:** Chris Powell, Volunteer JCC Trail Steward, Corey Pierce, Jamestown Eagle Scout candidate; and Sav Rebecchi (Meeting Record Videographer)

I. **Roll Call-7:06 PM**

II. **Call to Order- 7:06 pm**

III. **Approval of Minutes:** February 19, 2019 Regular Meeting-and November 29, 2019 Special Meeting **Motion to approve Meeting minutes Joyce Antoniello; 2nd Barbara Lundy, all in favor - motion passed.**

IV. **OPEN FORUM:**

A) Scheduled request to address: Jamestown Eagle Scout candidate, Corey Pierce, presented his plans for the development of a parking area for three cars and connecting trail for the Conanicut Island Sanctuary Trail. Corey provided a schematic map with details about materials and estimated costs needed to develop and complete the parking area. Corey provided a timeline for the different tasks from clearing of trees and brush, excavating (Mike Gray and Jamestown Public Works will be assisting with excavation and gravel material for parking area), and connecting the trail from new parking area to the existing Conanicut Island Sanctuary Trail. Corey answered JCC member questions about access, safety, etc. and then the JCC voted to financially support the project with the JCC Trail Map funds for up to \$700. **Motion to approve funding for Corey Pierce Eagle Scout project Ken Schadegg; 2nd Barbara Lundy, all in favor - motion passed.**

B) Volunteer Jamestown Conservation Commission Trail Steward, Chris Powell, updated and discussed details for the Conanicut Island Sanctuary Trail long-term maintenance and habitat restoration project plans. These plans include clearing of undergrowth brush and some small trees to reestablish the pre-existing field habitat. Chris described how this habitat had been part of the original CILT habitat management and maintenance plan, and this habitat restoration/maintenance is long overdue. The JCC voted to approve funding (\$685), using the JCC Trail Map funds, for this habitat restoration and CILT maintenance project. **Motion to approve funding for CILT Habitat restoration/maintenance project Phil Larson; 2nd Joyce Antoniello, all in favor - motion passed.**

(2) Chris Powell presented information and details about a proposal to develop an alternate trail for South Pond Beach Access. This alternate trail would direct the public using the South Pond trail to beach access, thereby preventing the public from crossing across privately owned land (Hodgkiss Farm) to access the beach/waterfront. Chris explained that the state (RI DEM) is the owner of the land where the alternate trail will be developed, therefore the state needs to apply for a permit from the CRMC. Chris has discussed the plans for the alternate trail with RI DEM (Megan DiPrete) and they

agree it's a good idea/plan and will be applying for a CRMC permit. Chris will keep the JCC updated on this South Pond Beach Access Trail plan as the project develops and proceeds.

C) Non-Scheduled request to address: None

V. CORRESPONDENCE AND BILLS

A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; **No new applications**

B) CRMC April Calendar ROW Subcommittee meeting Providence, 4/23/19.

VII. Old Business & Committee Reports:

A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Update on the conservation protection status and feedback/results from August Town Council meeting (8/20/2018) concerning town-owned tax lots in Jamestown Shores- Lisa Bryer, Town Planner and Andy Nota, Town Administrator are revising the list (excluded one or two lots from easements because they are not located within wetlands and may have potential use to the town, e.g. potential for future affordable housing) and will resubmit the list of lots for conservation easement protection to Town Council for approval.

B) The JCC discussed details for the upcoming JCC sponsored Earth Day Clean Up (Saturday, April 27, 2019 from 8:30 am- noon). Details including purchasing materials (paper yard bags from JTN Hardware, hamburgers from Windmist Farm, etc.), advertising in the JTN Press, and on JTN Yard Sale Facebook, posting flyers, notifying various groups. The JCC voted to spend up to \$600 for supplies, food and ads in the JTN Press. **Motion to approve funding for Earth Day Clean Up activities Joyce Antoniello; 2nd Phil Larson, all in favor - motion passed.**

C) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). J. Antoniello reported that the Town sent out informational pamphlets (Poo Pollution) again in this year's dog license renewal reminder mailings. The targeted pamphlet describes best practices for environmentally friendly disposal of dog waste. Barbara Lundy discussed possible solutions for dog waste disposal (5-gallon buckets in strategic locations frequented by dog walkers), designated canisters around the island, and she described examples in other coastal communities in Florida and elsewhere. The JCC will investigate the feasibility of this suggestion for dog waste disposal.

D) Harbor Management Commission (G. Souza). George will report at next meeting.

E) Tree Committee (G. Souza). George will report at next meeting.

F) Taylor Point Restoration Association (G. Souza). George will report at next meeting.

VIII. NEW BUSINESS

A) Next JCC Meeting: Tuesday, May 14, 2019

IX. ADJOURNMENT

Adjourn – 8:15 PM –**Motion to adjourn Phil Larson, 2nd Barbara Lundy, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, May 14, 2019, 7:00 p.m.

Jamestown Library, Public Meeting Hall

26 North Road, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, A. Kuhn-Hines, B. Lundy, G. Souza, J. Wurzbacher; **Absent:** P. Larson, K. Schadeegg **Also, in attendance:** Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:02 PM

II. Call to Order- 7:03 pm

III. Approval of Minutes: April 2, 2019 Regular Meeting- **Motion to approve Meeting minutes Joyce Antonello; 2nd Barbara Lundy, all in favor - motion passed.**

IV. OPEN FORUM:

- A) Scheduled request to address: None to report
- B) Non-Scheduled request to address: None to report

V. CORRESPONDENCE AND BILLS

- A) Earth Day Shoreline Clean Up receipts submitted: Windmist Farm, Hardware store receipts. Sanctuary Trail maintenance bill: M.P. Dutton. All expenditures had been approved in previous April 2019 meeting.

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; **No new applications.** A. Kuhn-Hines provided an overview and update on the RI DEM proposed statewide freshwater wetlands regulation revisions and potential impacts on OWTS permitting and development on Conanicut Island. The proposed "*Freshwater Wetlands Single Standard Bill-2015 An Act to Streamline and Strengthen Freshwater Wetlands Protection Statewide*" streamlines the regulatory process by eliminating duplication of effort at the local level, however, it weakens freshwater wetland regulations for Jamestown, which had a 150' setback from wetlands. Discussion included the exploration of a possible option for a 'Municipal Petition Process' to request an increase in Buffer Zone distances, whereby Jamestown can petition the state to increase buffer zone distances for setbacks from freshwater wetlands for OWTS. RI DEM next steps include public workshops seeking broad public input and reassessing the proposed regulations based on public comment.

VII. Old Business & Committee Reports:

- A) **Rights of Way/Parks/Greenways & Public Access:** Land Protection and Stewardship: J. Antonello provided an update on the conservation protection status and feedback/results concerning the additional 34 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antonello reported that during its May 6 meeting, the council authorized Town Administrator

Andy Nota to draft a deed with Quentin Anthony, president of the land trust. Town Planner Lisa Bryer recommended the conservation easement in perpetuity because of a ridge of wetlands that spans through 33 of the 34 lots (one lot not considered in a wetland: Plat 5 Lot 28, will not be included in the conservation easement). The JCC discussed and decided that these additional 33 tax lots under the new conservation easement should be added to the updated Jamestown Shores Management Plan, which is due for its 5-year review/update. Discussion also included setting up a schedule for Fall 2019 to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT. Update on progress on the Eagle Scout (Corey Pierce) project creating parking lot area for the Conanicut Island Sanctuary Trail-should be completed by early June.

- B) The JCC provided feedback and discussed details for the JCC sponsored Earth Day Clean Up (Saturday, April 27, 2019 from 8:30 am- noon). Suggestions for next years' Earth Day Cleanup: Identifying Kid-Friendly areas for cleaning up; Highlighting the Award Ceremony for younger crowd; Encouraging neighborhood Clean Up groups (East Passage area; JTN Shores- Heads Beach Area; JTN Shores South-Hull Street and South; North End- Broad Street-Park Dock area; Clarke's Village area; Whale Rock-Bonnet View area)- Ads in JTN Press could encourage-help organize neighborhood cleanups. Expand advertising for Earth Day Cleanup beyond the JTN Press, on JTN Yard Sale Facebook, posting flyers, notifying various groups, etc.
- C) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). Discussion included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators. Plans were made to research local businesses on their use of polystyrene products for take out (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to ban polystyrene use in Jamestown.
- D) Harbor Management Commission (G. Souza).
- E) Tree Committee (G. Souza). George reported that the Tree Committee planted a Sugar Maple at the Jamestown School on Arbor Day.
- F) Taylor Point Restoration Association (G. Souza).

VIII. NEW BUSINESS

- A) Next JCC Meeting: Tuesday, June 11, 2019

IX. ADJOURNMENT

Adjourn – 8:20 PM –**Motion to adjourn George Souza, 2nd Jess Wurzbacher, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, June 11, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, A. Kuhn-Hines, B. Lundy, G. Souza, J. Wurzbacher; **Absent:** P. Larson **Also, in attendance:** Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:05 PM

II. Call to Order- 7:05 pm

III. Approval of Minutes: May 14, 2019 Regular Meeting- **Motion to approve Meeting minutes Barbara Lundy; 2nd Joyce Antonello, all in favor - motion passed.**

IV. OPEN FORUM:

- A) Scheduled request to address: None to report
- B) Non-Scheduled request to address: None to report

V. CORRESPONDENCE AND BILLS

- A) Earth Day Shoreline Clean Up receipts submitted: Windmist Farm, Hardware store receipts. Sanctuary Trail maintenance bill: M.P. Dutton. All expenditures had been approved in previous April 2019 meeting.

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; **No new applications.** A. Kuhn-Hines provided a short review and update on the RI DEM proposed statewide freshwater wetlands regulation revisions. Discussions included potential impacts on OWTS permitting and development on Conanicut Island. The proposed "*Freshwater Wetlands Single Standard Bill-2015 An Act to Streamline and Strengthen Freshwater Wetlands Protection Statewide*" streamlines the regulatory process by eliminating duplication of effort at the local level and standardizes the process at the state level, however, it will weaken freshwater wetland regulations for Jamestown, which had a 150' setback from wetlands. Discussion included the exploration of a possible option for a 'Municipal Petition Process' to request an increase in Buffer Zone distances, whereby Jamestown can petition the state to increase buffer zone distances for setbacks from freshwater wetlands for OWTS. RI DEM next steps include public workshops seeking broad public input and reassessing the proposed regulations based on public comment. The JCC will continue to seek information from the state (RIDEM) about the process for how a municipality can apply to RIDEM to amend the buffer standard to increase the width of a designated buffer zone. The JCC will also reach out to other coastal municipalities (Block Island, Barrington, Portsmouth) to inquire how they are reviewing the new regulations for impacts within their towns.

VII. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: J. Antonello provided an update on the conservation protection status and

feedback/results concerning the additional 33 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antonello reported that during its May 6 meeting, the council authorized Town Administrator Andy Nota to draft a deed with Quentin Anthony, president of the land trust. The conservation easement in perpetuity has not been completed as of today's meeting. The JCC discussed and decided that these additional 33 tax lots under the new conservation easement should be added to the updated Jamestown Shores Management Plan, which is due for its 5-year review/update. Discussion also included setting up a schedule for Fall 2019 to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT. The JCC also discussed setting up a field trip with Save the Bay Habitat Restoration expert, Wenley Ferguson, to view the Round Marsh restoration project that completed the first phase of restoration in 2017-and to discuss the next phases of invasive management. Update on progress on the Eagle Scout (Corey Pierce) project creating parking lot area for the Conanicut Island Sanctuary Trail-completed in early June- nice article in the JTN Press about the project. The JCC is very pleased with the whole project (well planned, managed and executed) which improved safety and access to the Sanctuary trail.

- B) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). Barbara Lundy provided an update on her discussions with the town administrator and town recreation department director about installing pet waste containers at locations around town (Fort Getty, Sheffield Cove). The town is interested in this effort and is going to order two pet waste containers and the recreation department will handle the maintenance of them. JCC members provided feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to ban polystyrene use in Jamestown. A spreadsheet will be developed with the data collected and a few other businesses will be contacted to complete the data collection on polystyrene use. Jess Wurzbacher reported that she has been in contact with the Education Specialist at the JAC discussing the STEAM watershed-stormwater drain education-art collaboration with the JCC and JAC. Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators.
- C) Harbor Management Commission (G. Souza). Nothing new to report
- D) Tree Committee (G. Souza). Nothing new to report
- E) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress.

VIII. NEW BUSINESS

- A) Next JCC Meeting: Tuesday, July 9, 2019

IX. ADJOURNMENT

Adjourn – 8:05 PM –Motion to adjourn Joyce Antonello, 2nd George Souza, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, July 9, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room
93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, A. Kuhn-Hines, S. Gorelick, B. Lundy, G. Souza, J. Wurzbacher;
Absent: P. Larson **Also, in attendance:** Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:09 PM

Welcomed new JCC member, Susan Shim Gorelick!

II. Call to Order- 7:09 pm

III. Approval of Minutes: June 11, 2019 Regular Meeting- **Motion to approve Meeting minutes George Souza; 2nd Jess Wurzbacher, all in favor - motion passed.**

IV. OPEN FORUM:

- A) Scheduled request to address: Chris Powell, Conanicut Island Sanctuary Trail (CIST) Steward to discuss reinforcing restriction of pets on wildlife sanctuary trail. This restriction concerning pets on the trail has been detailed in the CIST management plan established in 1989. Chris Powell described to the JCC how disruptive and destructive pets can be to wildlife especially during sensitive young rearing and nesting seasons. Chris Powell suggests signage prohibiting pets on the trail at the CIST trailhead, enforcing the already existing restriction detailed in the CIST management plan. Chris Powell also reported that there may be another upcoming Eagle Scout project that will tackle the various erosion control problems on the CIST.
- B) Non-Scheduled request to address: Sav Rebecchi reported that there was an important and relevant presentation given by members of the Taylor Point Restoration Association (TPRA) to the Town Council on the topic of Non-native and Invasive Species-relative to control and management. The JCC has discussed invasive species control with the TPRA and the JCC fully supports the TPRA's impressive efforts to control invasive species and their outreach efforts to educate Jamestown citizens on how they can identify and manage and control the spread of invasive species on their property.

V. CORRESPONDENCE AND BILLS

- A) None received as of posting agenda (7/5/19).

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; **No new applications.** A. Kuhn-Hines provided a short review and update on the RI DEM proposed statewide freshwater wetlands regulation revisions. Discussions included potential impacts on OWTS permitting and development on Conanicut Island. The proposed "*Freshwater Wetlands Single Standard Bill-2015 An Act to Streamline and Strengthen Freshwater Wetlands Protection Statewide*" streamlines the regulatory process by eliminating duplication of effort at the local level and standardizes the process at the state level, however, it will weaken freshwater wetland regulations for Jamestown, which had a 150' setback from wetlands. Discussion included the exploration of a possible option for a 'Municipal Petition

Process' to request an increase in Buffer Zone distances, whereby Jamestown can petition the state to increase buffer zone distances for setbacks from freshwater wetlands for OWTS. RI DEM next steps include public workshops seeking broad public input and reassessing the proposed regulations based on public comment. The JCC will continue to seek information from the state (RIDEM) about the process for how a municipality can apply to RIDEM to amend the buffer standard to increase the width of a designated buffer zone.

VI. Old Business & Committee Reports:

- B) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: J. Antonello provided an update on the conservation protection status and feedback/results concerning the additional 33 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antonello reported that during its May 6 meeting, the council authorized Town Administrator Andy Nota to draft a deed with Quentin Anthony, president of the land trust. The conservation easement in perpetuity has still not been completed as of today's meeting (7/11/19). The JCC discussed and decided that these additional 33 tax lots under the new conservation easement should be added to the updated Jamestown Shores Management Plan, which is due for its 5-year review/update. Discussion also included setting up a schedule for Fall 2019 to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT.
- C) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). Barbara Lundy provided an update to report that the Jamestown recreation department installed two pet waste containers at locations around town (Fort Getty, Sheffield Cove). The recreation department will handle the maintenance of them and will monitor their use and possible add more in other locations around the island in the future. Barbara asked for JCC members to think of suggestions for pithy pet waste slogans for signs that will be attached to the containers. JCC members continued to collect and provide feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to develop a petition/ordinance to voluntarily ban polystyrene use throughout Jamestown. Jess Wurzbacher has set up a google docs spreadsheet with the data collected so far and JCC members can add their responses from other businesses around town to complete the data collection on polystyrene use. Jess Wurzbacher reported that the town had selected Sunday, October 6th, from 1-5pm for the 'Jamestown Day' event in town. The recreation department is organizing the event and will close off Narragansett Ave in the downtown area-there will be band stage, various vendors, open-house style for businesses, booths for various community groups, bonfire on Town Beach (Conanicus Ave), etc. The JCC discussed organizing an island wide 'photo contest' for scenes around Jamestown as one of the JCC activities/booth for the JCC booth. Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators.
- D) Harbor Management Commission (G. Souza). George Souza reported that the Harbor Management Commission had approved (along with the town) a Pilot Upweller system to be installed at the Fort Getty Pier by Anthony and Joe Pinheiro (Sunset Aquaculture farm). This pilot study will look at the challenges and potential for an upweller system in this location to produce oyster seed or spat (oyster larvae) The

upweller is a system of tanks that flow seawater over the oyster spat so that it receives a good flow of nutrient rich water for it to filter and feed on. The oysters filter out the plankton, digest it and use the nutrients to grow. George also reported that there was ongoing discussion at the HMC regarding guest moorings for riparian waterfront residents.

- E) Tree Committee (G. Souza). George Souza reported that the Tree Committee wants to develop and promote more education on invasive vs. native and non-native species for island residents. George also updated on progress and planning for the placement of the Bob Kinder Memorial Tree to be placed somewhere appropriate at Taylor Point. George is acting as the conduit/motivator for the Tree Committee and the JCC to move this forward (way overdue-Kudos to George for getting this moving forward).
- F) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress. The TPRA gave a great presentation on control and management of invasive and non-native plant species across the island.

VIII. NEW BUSINESS

- G) Next JCC Meeting: Tuesday, September 10, 2019 at 7:00 pm.

IX. ADJOURNMENT

Adjourn – 9:05 PM –Motion to adjourn George Souza, 2nd Barbara Lundy, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, September 10, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antoniello, S. Gorelick, A. Kuhn-Hines, P. Larson, G. Souza, J. Wurzbacher;
Absent: B. Lundy **Also, in attendance:** Mary Marshall, Louise Potter, Paula Shevlin, Thomas Shevlin, Bonnie Hogan, and Dale Jerald.

I. Roll Call-7:03 PM

II. Call to Order- 7:09 pm

III. Approval of Minutes: July 9, 2019 Regular Meeting- Motion to approve Meeting minutes Joyce Antoniello; 2nd Jess Wurzbacher, all in favor - motion passed.

IV. OPEN FORUM:

- A) Scheduled request to address: None
- B) Non-Scheduled request to address: Bonnie Hogan and Dale Jerald described their concerns about a proposal to build six affordable housing units on a 1.3 acre lot at 91 Carr Lane. Their concerns included the density and size of the proposed project and the possible impacts on the water supply in the area.

V. CORRESPONDENCE AND BILLS

- A) Final receipts submitted for Sanctuary Trail materials (approved in May 2019 JCC meeting)
- B) Letter from Mark Baker, RE: Continued Disregard of State Law and Responsible Public Policy in Beavertail State Park. Mark baker provided a copy of letter that he sent to Speaker of the Rhode Island House of Representatives (Nicholas A. Mattiello), Governor Gina M. Raimondo, Grover Fugate (CRMC), A. Kuhn-Hines (JCC), and Michael White (Jamestown Town Council).

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; No new applications. A. Kuhn-Hines provided an updated (August 2019) summary of draft RI DEM proposed revisions to wetland regulations and reported the announcement of a date for public workshop on the revisions: September 11, 2019 from 2-4 pm at RI Department of Environmental Management Cafeteria -Room 390 235 Promenade Street, Providence, RI 02908. A. Kuhn-Hines and S. Gorelick Review, discussion and/or potential action and/or vote.
- B) CRMC/RIDEM application for dredging and expanding dockage submitted by Jamestown Boatyard. The JCC discussed and reviewed the Jamestown Boatyard application package submitted to CRMC (CRMC Application File Number: 2019-06-014). The JCC reviewed and discussed the results from the Submerged Aquatic Vegetation (SAV) Survey & Shellfish report submitted by Natural Resource Services, Inc. The SAV & Shellfish report detailed how the northwest area of the proposed dredging plan is contiguous and immediately adjacent to very large, dense and

productive eelgrass beds (*Zostera marina*). The northwest corner of the proposed dredging area contains SAV and the greatest concentration of shellfish (transects N-Q for SAV, transects D1-D6 for shellfish). The JCC recommends that the Jamestown Boatyard should revise its application and the proposed perimeter dredging area to avoid and exclude the observed SAV and greatest concentration of shellfish located in the northwest corner.

VI. Old Business & Committee Reports:

- C) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Beavertail State Park-soil erosion management issues-overcutting of vegetation in the coastal buffer zone and RIDEM Management Plan for Beavertail Park (A. Kuhn-Hines). The JCC reviewed and discussed the report and photographs sent in Mark Baker's correspondence. J. Antonello noted that the Jamestown state representative, Deb Ruggiero, had not been copied on this correspondence. **Motion to notify state representative of this Beavertail Park Issue-Motion to approve Jess Wurzbacher, 2nd Susan Gorelick, all in favor-motion passed.** J. Antonello provided an update on the conservation protection status and feedback/results concerning the additional 33 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antonello reported that Lisa Bryer (Jamestown Town Planner) informed her that it had recently been discovered that eleven of these 33 town-owned lots did not have clear titles. The remaining 22 town-owned tax lots will be protected under a conservation easement in perpetuity but has still not been completed as of today's meeting (9/10/19). The JCC discussed and decided that 22 tax lots under the new conservation easement will be added to the updated Jamestown Shores Management Plan, which is due for its 5-year review/update. **Motion to approve adding these 22 lots to conservation easement Jess Wurzbacher, 2nd Susan Gorelick, all in favor-motion passed.** Discussion also included setting up a schedule for Fall 2019 (Saturday November 9, 2019) to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT.
- D) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). JCC members will continue to collect and provide feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to develop a petition/ordinance to voluntarily ban polystyrene use throughout Jamestown. Jess Wurzbacher has set up a google docs spreadsheet with the data collected so far and JCC members can add their responses from other businesses around town to complete the data collection on polystyrene use. Jess Wurzbacher reminded the JCC that the town had selected Sunday, October 6th, from 1-5pm for the 'Jamestown Day' event in town. The recreation department is organizing this family-friendly event this year, and it will be focused at the East Ferry waterfront with a small band stage, various vendors, and a bonfire on Town Beach (Canonicus Ave). Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators.
- E) Harbor Management Commission (G. Souza). George Souza reported that there was ongoing discussion at the HMC regarding guest moorings for riparian waterfront residents.

- F) Tree Committee (G. Souza). George Souza updated on progress and planning for the placement of the Bob Kinder Memorial Tree to be placed somewhere appropriate at Taylor Point. George is acting as the conduit/motivator for the Tree Committee and the JCC to move this forward (way overdue-Kudos to George for getting this moving forward). George is working with Andy Wade of the Recreation Department to get this memorial tree planted soon.
- G) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress.

VIII. NEW BUSINESS

- H) Scheduled Next JCC Meeting: Tuesday, October 8, 2019 at 7:00 pm.

IX. ADJOURNMENT

Adjourn – 9:10 PM –Motion to adjourn George Souza, 2nd Phil Larson, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, November 12, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonello, S. Gorelick, A. Kuhn-Hines, P. Larson, B. Lundy G. Souza;
Absent: J. Wurzbacher **Also, in attendance:** CILT Trail steward, Christopher Powell, Eagle Scout candidate, Callum Magarian; Sav Rebecchi (Meeting Record Videographer)

I. Roll Call-7:01 PM

II. Call to Order- 7:03 pm

III. Approval of Minutes: September 10, 2019 Regular Meeting- Motion to approve Meeting minutes Phil Larson; 2nd Susan Shim Gorelick, all in favor: motion passed.

IV. OPEN FORUM:

- A) Scheduled request to address: Eagle Scout candidate, Callum Magarian, presented a proposal for his Eagle Scout erosion control project on the Conanicut Island Sanctuary trail. Callum presented the concept, design, location, timeline for project, materials and estimated costs for materials he plans to use. Callum also described his plans for fund raising for the project.
- B) Non-Scheduled request to address: None to report.

V. CORRESPONDENCE AND BILLS

- A) Correspondence concerning fill being brought into a lot on Frigate street- Building Inspector, Chris Costa, has ordered a cease and desist to the property owner and is monitoring the situation.

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; No new applications. A. Kuhn-Hines and S. Gorelick provided an update on public workshop on the proposed revisions which was held on September 11, 2019 from 2-4 pm at RI DEM Providence, RI. A. Kuhn-Hines and S. Gorelick attended the meeting and heard a summary of draft proposed revisions to wetland regulations presented by RI DEM staff.
- B) A. Kuhn-Hines reported about a meeting held on Thursday 10/10/19 at RIDEM office in Providence. Jamestown Town Planner, Lisa Bryer, Jamestown GIS Coordinator, Jean Lambert, and JCC commissioner, A. Kuhn-Hines attended the meeting with RIDEM Deputy Chief Water Resources, Susan Kiernan and RIDEM Chief of Groundwater and Wetland Protection, Eric Beck. The group discussed the proposed wetland regulations and how the proposed regulations would affect water resource protection in the Jamestown Shores. Jean Lambert presented GIS maps that she developed with various buffer width sizes (50, 100, 150, 200 ft) surrounding the existing wetland parcels in the Jamestown Shores.
- C) Update on CRMC/RIDEM application for dredging and expanding dockage submitted by Jamestown Boatyard (CRMC Application File Number: 2019-06-014). CRMC

indicates that the Jamestown Boatyard application is under revision and the JCC will be notified when the revised application has been completed and resubmitted to CRMC-this will open a new 30-day public notice for comments on the revised application. The JCC will review the revised application and be able to submit comments.

VI. Old Business & Committee Reports:

- B) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Beavertail State Park-soil erosion management issues-overcutting of vegetation in the coastal buffer zone and RIDEM Management Plan for Beavertail Park (A. Kuhn-Hines). A. Kuhn-Hines reported that she met with Jamestown Representative, Deb Ruggiero and Frank Floor, RIDEM Parks & Recreation Chief, at Beavertail Park to discuss and inspect erosion issues at Beavertail State Park. It was a productive meeting as Frank Floor and Deb Ruggiero agreed that the overcutting of vegetation on trails within the coastal buffer zone along the northwestern portion of the Park were inconsistent with the RIDEM/CRMC management plan for Beavertail Park. Frank Floor indicated that he will be notifying the personnel responsible for trail maintenance and cutting to correct this action and prevent future over cutting of vegetation. Frank Floor said he will contact the JCC in early summer to set up a time to inspect the trails and advise for appropriate trail maintenance. J. Antoniello provided an update on the conservation protection status and feedback/results concerning the additional 33 town-owned tax lots in Jamestown Shores (in addition to the existing 86 Jamestown Shores tax lots already protected under a conservation easement deed with the Conanicut Island Land Trust (CILT)). J. Antoniello reported that Lisa Bryer (Jamestown Town Planner) informed her that it had recently been discovered that eleven of these 33 town-owned lots did not have clear titles. J. Antoniello also reported that the CILT was still developing/writing the conservation easements for the remaining lots that have clear titles. Discussion also included setting up a schedule for Fall 2019 (Saturday November 16, 2019) to conduct the bi-annual surveying of JTN Shore tax lots in coordination with the CILT.
- C) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). JCC members will continue to collect and provide feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to develop a petition/ordinance to voluntarily ban polystyrene use throughout Jamestown. Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators, and composting.
- D) Harbor Management Commission (G. Souza). George Souza reported that at the HMC October meeting there was ongoing discussion regarding guest moorings for riparian waterfront residents. George also reported that there was discussion about the Jamestown Boatyard application for dredging and expanding dockage submitted by Jamestown Boatyard (CRMC Application File Number: 2019-06-014). The HMC discussed their concerns about mooring and boat density, boat traffic in a constricted area, and concerns about dredging near eelgrass and shellfish beds. The HMC will be submitting a letter to the Town Council that this item go on the agenda for their next meeting.
- E) Tree Committee (G. Souza). George Souza updated on progress and planning for the placement of the Bob Kinder Memorial Tree to be placed somewhere appropriate at

Taylor Point. George is acting as the conduit/motivator for the Tree Committee and the JCC to move this forward (way overdue-Kudos to George for getting this moving forward). George is working with Andy Wade of the Recreation Department to get this memorial tree planted soon.

- F) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress.

VIII. NEW BUSINESS

- G) Scheduled Next JCC Meeting: Tuesday, December 10, 2019 at 7:00 pm.

IX. ADJOURNMENT

Adjourn – 9:10 PM –Motion to adjourn George Souza, 2nd Phil Larson, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

JAMESTOWN CONSERVATION COMMISSION

Tuesday, December 10, 2019, 7:00 p.m.

Jamestown Town Hall, Small Conference Room

93 Narragansett Avenue, Jamestown, RI

Meeting Minutes

In attendance: J. Antonietto, S. Gorelick, A. Kuhn-Hines, B. Lundy G. Souza, J. Wurzbacher;
Absent: P. Larson.

I. Roll Call-7:08 PM

II. Call to Order- 7:09 pm

III. Approval of Minutes: November 12, 2019 Regular Meeting- **Meeting minutes NOT approved- need Revisions, will review at next meeting.**

IV. OPEN FORUM:

A) Scheduled request to address: None scheduled

B) Non-Scheduled request to address: George Souza provided pictures and noted that there was a large sand pile at the outlet of a culvert on the beach at Potter Cove. Discussion included questions about authority (Bridge Authority; Town of Jamestown?). It was decided that the JCC would inquire with the Town and the Bridge authority about the sand pile.

V. CORRESPONDENCE AND BILLS

A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; No new applications and no updates to report.

B) Update on CRMC/RIDEM application for dredging and expanding dockage submitted by Jamestown Boatyard (CRMC Application File Number: 2019-06-014). CRMC indicates that the Jamestown Boatyard application is under revision and the JCC will be notified when the revised application has been completed and resubmitted to CRMC-this will open a new 30-day public notice for comments on the revised application. The JCC will review the revised application and be able to submit comments. George Souza reported that Mary Marshall (Dumplings Association resident) presented at the Jamestown Harbor Management Commission (HMC) meeting, detailing the Dumpling Association's concerns regarding the Jamestown Boatyard CRMC expansion application. George reported that the HMC was going to request that the JBY expansion application be put on the agenda for the next Town Council meeting.

VI. Old Business & Committee Reports:

Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: Discussion about reported updates to the erosion control habitat project at the Conanicut Island Sanctuary Trail and vote to support Eagle Scout Project with trail maintenance funding-**Motion to approve up to \$300 to support erosion control habitat project, Joyce Antonietto 1st; Barbara Lundy 2nd all in favor - motion passed.** Discussion about the need for meadow habitat maintenance at the Conanicut Island Sanctuary Trail-the meadow needs to be mowed this spring to maintain the diverse open-space to enhance bird habitat for a diversity of bird species. **Motion to approve up to \$650 to support erosion control habitat project, Barbara Lundy 1st;**

Sue Gorelick 2nd all in favor - motion passed. JCC discussion/report and update on the bi-annual surveying of town-owned tax lots in the Jamestown Shores which occurred on Saturday November 16, 2019, in coordination with the Conanicut Island Land Trust and Jamestown Shores Association. Discussion about updating the Jamestown Island Trail Maps-the JCC needs to check the trails for accuracy and to make sure they include any new trails and new conservation areas that are marked on the maps (e.g. Godena Farm not on current maps). JCC will ask Dave Reardon and Mark Baker for original files for the Trail Maps. JCC also discussed looking at the JTN Press and JTN Chamber of Commerce road maps to use as base maps for the updated Trail maps.

- A) Public education: Possible future initiatives (e.g. eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; collaboration with the JAC on school-aged student environmental awareness activities). Jess Wurzbacher reported that she met with the JAC to discuss the Storm Drain Enviro Art project and how there are developing plans to include the Storm Drain Enviro Art project within a summer camp project. Jess will continue to coordinate and liaison with the JAC and update the JCC on this project. JCC members will continue to collect and provide feedback and information from local businesses on their use of polystyrene products for takeout (cups, take out containers, ice coolers, etc.) as part of the research for a possible proposal to develop a petition/ordinance to voluntarily ban polystyrene use throughout Jamestown. Barbara Lundy reported that since the recently installed dog-waste container stations at Sheffield Cove and Fort Getty are so successful the town recreation department (Andy Wade) has plans to add another dog-waste container station to the Eldred Avenue Soccer park. Other outreach discussions included exploring the development of pamphlets and outreach material, communications that encourage: native planting; reducing nutrients-excess lawn fertilizing; planting for pollinators, and community composting.
- B) Harbor Management Commission (G. Souza). George Souza reported that at the HMC there was discussion about the Jamestown Boatyard application for dredging and expanding dockage submitted by Jamestown Boatyard (CRMC Application File Number: 2019-06-014). The HMC discussed their concerns about mooring and boat density, boat traffic in a constricted area, and concerns about dredging near eelgrass and shellfish beds. The HMC will be submitting a letter to the Town Council requesting that this item go on the agenda for their next meeting.
- C) Tree Committee (G. Souza). No new updates.
- D) Taylor Point Restoration Association (G. Souza). The TPRA is progressing with their invasive removal projects at Taylor Point-always an impressive amount of work and progress.

VIII. NEW BUSINESS

- E) Scheduled Next JCC Meeting: Tuesday, January 14, 2020 at 7:00 pm.

IX. ADJOURNMENT

Adjourn – 9:10 PM –Motion to adjourn Sue Gorelick, 2nd Joyce Antonello, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, January 12, 2021, 7:00 p.m.

Virtual Meeting held on Zoom:

<https://us05web.zoom.us/j/89968725179?pwd=dTJxS1lhbW52eThlYTd4dVdq>
c21mQT09

Meeting ID: 899 6872 5179

Meeting Minutes

In attendance: S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza, J. Wurzbacher
Absent: J. Antoniello. **Public Attendance:** Paula Shevlin

- I. **Roll Call-7:08 PM**
- II. **Call to Order- 7:08 pm**
- III. **Approval of Minutes:** Regular Meeting Minutes: December 8, 2020 **Motion to approve Meeting minutes Ist Susan Shim Gorelick, 2nd George Souza- all in favor - motion passed.**
- IV. **OPEN FORUM:**
 - A) Scheduled request to address: None scheduled
 - B) Non-Scheduled request to address:
- V. **CORRESPONDENCE AND BILLS**
 - A) Updated on purchase of JCC “Pro” Zoom account. The Town is currently in the process of purchasing more Zoom Host Licenses-so the JCC (and other town commissions) will have access to a Town Host Zoom Pro license. Therefore, the JCC will not have to purchase a “Pro” Zoom account and will use the Town account available for JTN commissions.
- VI. **CRMC, RIDEM, & Town of Jamestown Ordinance Review:**
 - A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. Update/report back on Public hearing held on 1/6/21 for the Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. The JCC was updated on and reviewed the working DRAFT copy of comments on the proposed new regulations being developed by Lisa Bryer, Jean Lambert and JCC, that will be submitted to Town Council for review and vote for submission to RIDEM. These comments describe the specific concerns Jamestown has relative to reductions in wetland setback buffer distances and water resource protection, especially in areas that rely on private wells and onsite wastewater treatment systems (OWTS). Public comments are due to RIDEM by 1/22/2021.
 - B) CRMC Calendar for December: Update the JCC on the Declaratory Ruling filed by The Dumplings Association as to the appropriateness of the CRMC Type 3 Water Classification in Jamestown, RI, CRMC File Number **2020-07-083**. This ruling was reviewed at a meeting of the Coastal Resources Management Council held at 6:00 p.m. on Tuesday, December 8, 2020. The ruling was dismissed as the CRMC staff report (9-page

report posted on CRMC's website) provides a detailed summary of the CRMC's rationale and justification of retaining the Type 3 classification in the Dumplings area (in effect since 1983). This classification allows for high-intensity boating activity-the CRMC notes that there are extensive mooring fields and 4 marina facilities along the eastern Jamestown coastline from the Newport Bridge south to Bull Point. A. Kuhn-Hines provided an update on the Pinheiro Upwelling Pilot Project at Fort Getty Pier and Town lease-lease has been approved for another year (until end of 2021). George Souza reported that the request for the Upwelling Pilot project lease extension was reviewed and discussed at the last Harbor Management meeting and was ultimately approved by the Harbor Management Commission.

VII. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: The JCC discussed the RIDEM trail grant joint application (JTN departments of recreation, planning, public works and JCC) proposal for Hull Cove Trail: <http://www.dem.ri.gov/programs/planning/grants/> deadline January 28, 2021 (JCC). The JCC reviewed a draft copy of the application provided by Town Planner, Lisa Bryer. JCC members agreed that the application was complete with an appropriate level of detail. Leo Orsi provided an update on the Town Council's legal action and plans for Wickford Avenue ROW-Paper Street, based on his communications with the Town solicitor, Peter Ruggiero. The plans are moving ahead and once all the legal issues are resolved the JTN public works department will clear brush, improve access, and create a small parking area on the paper street. The JCC was updated on the discussion from the town council meeting held on 1/4/21 regarding the Hull Cove ROW-Paper street lawsuit for driveway access from town-owned Hull Cove ROW. Based on the Town Council discussion and advice from Town Solicitor, the town believes the lawsuit has no basis and will be dismissed in court. JCC discussed possible date (s) for JTN Shores new tax lot surveys with CILT and JTN Shores Association-for Winter 2021 thru Spring 2021. JCC continued discussing the updating of the Jamestown Island Trail Maps with new trails (e.g. Godena Farm trail) and an updated design, for the reprinting of Jamestown Island Trail Maps (JCC). The JCC discussed the options for digital trail map design using Green Map: <https://www.greenmap.org/> The JCC also discussed how we should coordinate and integrate some of the JCC initiatives with Sustainable Jamestown: <https://www.sustainablejamestown.com/> to possibly provide a general 'clearinghouse' web-presence location to provide links to digital maps and to post and coordinate conservation issues and events around the island.
- B) Public education: The JCC continued discussing possible future initiatives: water conservation, eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, collaboration with the JAC on school-aged student environmental awareness activities.
- C) Harbor Management Commission (G. Souza). No updates to report.
- D) Tree Committee (G. Souza). No updates to report.
- E) Taylor Point Restoration Association (G. Souza). No new updates to report.

VIII. NEW BUSINESS

- A) Next JCC Meeting will be held Tuesday, February 9, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 8:15 PM –Motion to adjourn Susan Shim Gorelick, 2nd George Souza, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, February 9, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

<https://us02web.zoom.us/j/85658125157>

Meeting ID: 856 5812 5157

Meeting Minutes

In attendance: J. Antonello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza, J. Wurzbacher

- I. **Roll Call**-6:35 PM; Meeting started recording via Zoom
- II. **Call to Order**- 6:36 pm
- III. **Approval of Minutes:** Regular Meeting Minutes: January 12, 2021 **Motion to approve Meeting minutes 1st Barbara Lundy, 2nd George Souza- all in favor - motion passed.**
- IV. **OPEN FORUM:**
 - A) Scheduled request to address: None scheduled
 - B) Non-Scheduled request to address:
- V. **CORRESPONDENCE AND BILLS**
 - A) Invoice for new "No Pets Allowed" sign for the Conanicut Island Sanctuary Trail from Chris Powell JCC trail steward: \$40. Review, discussion and/or potential action and/or vote. **Motion to approve invoice for reimbursement payment of \$40 to Chris Powell: 1st Joyce Antonello, 2nd Jess Wurzbacher- all in favor - motion passed.**
- VI. **CRMC, RIDEM, & Town of Jamestown Ordinance Review:**
 - A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. JCC reviewed and discussed the letter describing the JCC's and the Town's concerns regarding the proposed new regulations that were submitted to Town Council for review. The Town Council approved and voted to submit the Town endorsed letter to RIDEM. The letter describes the specific concerns Jamestown has relative to reductions in wetland setback buffer distances and water resource protection, especially in areas that rely on private wells and onsite wastewater treatment systems (OWTS).
 - B) CRMC: The JCC discussed the update on Safe harbor JTN Boatyard dredging and dock expansion project. Dredging was completed in one week during the second week of January. CRMC provided oversight during the dredging.
- VII. **Old Business & Committee Reports:**
 - A) Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: The JCC discussed the town of Jamestown's Planning Department application proposal that was submitted to RIDEM for the Hull Cove Trail:
<http://www.dem.ri.gov/programs/planning/grants/> for a \$67,600 grant to build a 450-

foot wooden walkway from Beavertail Road to Hull Cove. JCC discussed maintenance and improvements for Kit Wright trail, with possible improvement for wheelchair accessibility. JCC discussed replacement options of Mackerel Cove's dune protection snow fencing (which the town installed in 2015) which is now destroyed from years of coastal storms. JCC discussed more sustainable replacement options such as split rail fencing similar to dune fencing at Napatree Point Conservation area (JCC reviewed pictures of Napatree fencing). JCC discussed communicating with the town (Public Works department, Town Administrator, Recreation Dept) to design and install replacement fencing before summer beach season. JCC discussed the need for more prohibited activity signs (dogs not allowed on trail), interpretative signs, a trail layout sign with a map noting locations of observation platforms and benches at the Conanicut Island Sanctuary Trail (CIST). A. Kuhn-Hines said that she would check the account balance for the Trail Map account and report back at next meeting, so the JCC could make decisions on CIST trail expenditures. The JCC discussed that there are five areas where the CIST trails are seasonally wet totaling approx. 415 linear feet. Trail Steward, Chris Powell, has priced out pressure treated lumber and materials for a simple two-plank system design (see photo provided). The pressure treated lumber and stainless-steel decking screws required for 100 ft of boardwalk is estimated to cost around \$650-\$700. This would not include any discount the Town might get or a volume discount. The pressure treated lumber prices were from Riverhead and were top quality pressure treated lumber. The JCC discussed getting more estimates and tabled any decisions until the Trail Map account balance is reported at next JCC meeting. Leo Orsi provided an update on the Town Council action and plans for Wickford Avenue ROW-Paper Street. The JCC discussed Paper Streets and ROWs in Jamestown in general (referring to JCC letter submitted to JTN Town Council 11/2018).

- B) JCC decided on date (s) for JTN Shores new tax lot surveys with CILT and JTN Shores Association-deciding on Saturday, February 20th (10am-12), with weather backup date of Saturday, February 27th (10am-12). Barbara Lundy discussed with the JCC some options and plans for a Covid-safe Earth Day Clean-up. Some of the options discussed included organizing small groups with online signup; extending beyond just one day-extending the clean up for the whole week (April 19-24), since that week is Jamestown School break; having volunteers pick up supplies (provided by JCC) at the Recreation department (need to check with Recreation Department), arranging for Island Rubbish dumpster and Johnston Transfer Station (Joyce Antonello); JCC discussed the need for advertising Earth Day (week) Clean-Up plans in JTN Press, social media, schools, Clean Ocean Access website, etc. JCC continued discussing the updating of the Jamestown Island Trail Maps with new trails (e.g. Godena Farm trail) and an updated design, for the reprinting of Jamestown Island Trail Maps (JCC). George Souza suggested we consider adding some of the island's ROWs onto the trail map and he will check with Chief Mello about the idea (to get feedback on issues such as parking, etc.). The JCC also discussed the options for digital trail map design using Green Map: <https://www.greenmap.org/>. Susan Shim Gorelick and the JCC discussed how we could coordinate and integrate some of the JCC initiatives with Sustainable Jamestown: <https://www.sustainablejamestown.com/> and other environmental groups on the island to possibly provide a general 'clearinghouse' web-presence location to provide links to digital maps and to post and coordinate conservation issues and events around the island.
- C) Public education: The JCC continued discussing possible future initiatives: water conservation, eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, collaboration with

the JAC on school-aged student environmental awareness activities. Susan Shim Gorelick suggested we collaborate with other environmental groups on the island to expand our outreach and provide coordination across groups.

D) Harbor Management Commission (G. Souza). No updates to report.

E) Tree Committee (G. Souza). George Souza reported about the Tree-Plenish program and event (held on Saturday, April 24, 2021) being organized by the Conanicut Island Sailing Foundation. The Tree-Plenish event will involve planting 100 trees to offset and replenish the use of paper by the Jamestown Schools (100 trees = 1 million sheets of paper replenished).

F) Taylor Point Restoration Association (G. Souza). No new updates to report.

VIII. NEW BUSINESS

A) Next JCC Meeting will be held Tuesday, March 9, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 7:44 PM –**Motion to adjourn George Souza 1st, Leo Orsi 2nd, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, March 9, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

<https://us02web.zoom.us/j/89359277197>

MEETING ID: 893 5927 7197

Meeting Minutes

In attendance: J. Antoniello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza, J. Wurzbacher

- I. **Roll Call**-6:40 PM; Meeting started recording via Zoom
- II. **Call to Order**- 6:40 pm
- III. **Approval of Minutes:** Regular Meeting Minutes: February 9, 2021 **Motion to approve Meeting minutes 1st Barbara Lundy, 2nd Susan Shim Gorelick- all in favor - motion passed.**
- IV. **OPEN FORUM:**
 - A) Scheduled request to address: None scheduled
 - B) Non-Scheduled request to address:
- V. **CORRESPONDENCE AND BILLS**
 - A) None
- VI. **CRMC, RIDEM, & Town of Jamestown Ordinance Review:**
 - A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>.
 - B) CRMC: No relevant hearings in March for Jamestown
- VII. **Old Business & Committee Reports:**
 - A) Rights of Way/Parks/Greenways & Public Access: JCC discussed replacement options of Mackerel Cove's dune protection snow fencing (which the town installed in 2015) which is now destroyed from years of coastal storms. JCC discussed more sustainable replacement options such as split rail fencing similar to dune fencing at Napatree Point Conservation area (JCC reviewed pictures of Napatree fencing). The town (recreation department) is planning to replace snow fencing this year before summer season-but the JCC should explore options for applying for grants to install split-rail fencing in future-perhaps Spring 2022-JCC has a copy of the grant application the Napatree Conservancy group used to secure funds from CRMC. Also, the JCC will want to do some more diversity planting in the dunes to fill in gaps in vegetation/coastal buffer. JCC discussed the need for more prohibited activity signs (dogs not allowed on Conanicut Island Sanctuary trail), interpretative signs, a trail layout sign with a map noting locations of observation platforms and benches at the Conanicut Island Sanctuary Trail (CIST). **Motion to approve spending up to \$200 on signs for CIST 1st Jess Wurzbacher, 2nd Leo Orsi- all in favor - motion passed.** The JCC discussed

that there are five areas where the CIST trails are seasonally wet totaling approx. 415 linear feet. The JCC discussed doing a phased approach- install planking in phases (100-200 ft) in each phase. The pressure treated lumber and stainless-steel decking screws required for 100 ft of boardwalk is estimated to cost around \$650-\$700. Leo Orsi volunteered to contact Arnold Lumber to see if they would be interested in donating materials. Leo will meet with Chris Powell to discuss design details for the boardwalk. The JCC agreed to reserving two work weekends to install the planking: April 10-11th and/or 17-18th depending on weather. Funding for this can come from our Trail Map account: current balance: \$4,430. JCC general fund balance: \$1968.

Motion to approve spending up to \$1400 on lumber and materials if needed for the boardwalk planking at CIST 1st Barbara Lundy, 2nd Susan Shim Gorelick- all in favor - motion passed. Leo Orsi provided an update on the Town Council action and plans for Wickford Avenue ROW-Paper Street-the town has applied for a CRMC permit for clearing in the coastal buffer and relocating public path access to the ROW. The JCC discussed Paper Streets and ROWs in Jamestown in general (referring to JCC letter submitted to JTN Town Council 11/2018). A. Kuhn-Hines will redraft and update the JCC letter and have JCC review before sending to Town Council.

B) The JCC discussed the recent JTN Shores new tax lot surveys with CILT and JTN Shores Association-that took place on Saturday, March 6, 2021 (10am-12). The JCC will send the joint report along with pictures to the Town Administrator, Town Planner and Town Building official for their review and action. The JCC continued discussing and planning for Earth Day weekend details for a Covid-safe Shoreline Clean-up: small self-organized groups, pick up free leaf bag supplies at the recreation center on Friday 23rd (from 9 am- 4:30 pm), conducting shoreline cleanups from April 23rd thru 25th, depositing trash bags into the dumpster (donated by Island Rubbish) located at East Ferry. Joyce Antoniello arranged the placement of the dumpster with Island Rubbish Service and contacted the Johnston Transfer Station. JCC discussed the need for advertising Earth Day (weekend) Shoreline Clean-Up plans in JTN Press, social media, schools, Clean Ocean Access website, etc. JCC continued discussing the updating of the Jamestown Island Trail Maps with new trails (e.g. Godena Farm trail) and an updated design, for the reprinting of Jamestown Island Trail Maps (JCC). George Souza reported back that he had contacted Chief Mello about listing some of the island's ROW's on the new Island Trail maps and said that this needs more careful review and approval on issues such as parking, etc. The JCC continued discussing the options for digital trail map design using Green Map: <https://www.greenmap.org/>. Currently there are about 500 maps (possibly more) left from first printing- enough to get through the high demand summer season. The current trail map account balance=\$4,430. The JCC needs to start replenishing maps at locations: Slice of Heaven, East Ferry Deli, Grapes & Gourmet, Town Hall, Beavertail Museum; And discussed adding other locations: Jamestown Outdoors, Island Animal, Jamestown Wine & Spirits, Village Hearth.

C) Public education: Susan Shim Gorelick and the JCC discussed how we could coordinate and integrate some of the JCC initiatives with Sustainable Jamestown: <https://www.sustainablejamestown.com/> and other environmental groups on the island to possibly provide a general 'clearinghouse' web-presence location to provide links to digital maps and to post and coordinate conservation issues and events around the island. Collaborating with other environmental groups on the island (e.g. Conanicut Island Sailing Foundation, Taylor Point, CILT, JAC, Recreation Center, etc.) will expand our outreach and provide coordination across groups. Susan is communicating with Town Planner, Lisa Bryer, about these options. The JCC continued discussing possible future educational outreach initiatives: water conservation, eco-friendly yard

care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, collaboration with the JAC on school-aged student environmental awareness activities.

- D) Harbor Management Commission (G. Souza). George reported that the new Harbormaster, Glenn Skalubinski, has been hired and has begun working. Just an FYI- the Harbor Management Commission is discussing overnight anchorage and marking these areas, which will not be near any conservation areas.
- E) Tree Committee (G. Souza). George Souza reported about the Tree-Plenish program and event (held on Saturday, April 24, 2021) being organized by the Conanicut Island Sailing Foundation. The Tree-Plenish event will involve planting 100 trees to offset and replenish the use of paper by the Jamestown Schools (100 trees = 1 million sheets of paper replenished). George also described that the town tree nursery has been updated with replenished fencing and irrigation, and that they are planting trees around town.
- F) Taylor Point Restoration Association (G. Souza). George reported that the Taylor Point Restoration Association was continuing to clear invasive plants near the black cherry woodlands.

VIII. NEW BUSINESS

- A) Next JCC Meeting will be held Tuesday, April 13, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 8:10 PM –Motion to adjourn George Souza 1st, Leo Orsi 2nd, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, April 13, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

<https://us02web.zoom.us/j/89897692000>

MEETING ID: 898 9769 2000

Meeting Minutes

In attendance: J. Antoniello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza, J. Wurzbacher

- I. **Roll Call**-6:33 PM; Meeting started recording via Zoom
- II. **Call to Order**- 6:35 pm
- III. **Approval of Minutes:** Regular Meeting Minutes: March 9, 2021 **Motion to approve Meeting minutes 1st Joyce Antoniello, 2nd George Souza- all in favor - motion passed.**
- IV. **OPEN FORUM:**
 - A) Scheduled request to address: None scheduled
 - B) Non-Scheduled request to address:
- V. **CORRESPONDENCE AND BILLS**
 - A) None
- VI. **CRMC, RIDEM, & Town of Jamestown Ordinance Review:**
 - A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. No updates on proposed RIDEM Wetland rules.
 - B) CRMC: No relevant hearings in April for Jamestown
- VII. **Old Business & Committee Reports:**
 - A) Rights of Way/Parks/Greenways & Public Access: The JCC discussed and debriefed on the boardwalk planking project at the Conanicut Island Sanctuary Trail that took place on Saturday, 4/10/21. The two sections of trail planking (200 ft) were completed in one day. The JCC will write Thank-You to Arnold Lumber for generous donation of materials. The JCC will also send letter of Thanks and recognition to Paul Robertson, recognize Paul Robertson's critical assistance in constructing the boardwalk. Paul arrived at the Sanctuary Trail early Saturday morning with his ATV vehicle with trailer-perfectly sized equipment for transporting the more than 200 ft of heavy pressure-treated lumber down the 4-foot-wide trails to the two construction sites. Paul also stayed the entire day helping to construct the boardwalk and ferrying materials back and forth between the two sites, until the job was finished. The JCC will also send letter of Thanks and recognition to the JTN Press.
The JCC discussed Paper Streets and ROWs in Jamestown in general and discussed the relevancy of water access-fire districts issue in South County:
<https://thepublicsradio.org/article/fire-districts>. The JCC believes that this restriction of

public access to the water would not be possible in Jamestown, due to local ordinances and the Jamestown Comprehensive plan.

- B) The JCC discussed the recent JTN Shores new tax lot surveys with CILT and JTN Shores Association-that took place on Saturday, March 6, 2021, and March 13, 2021. The JCC sent the joint report along with pictures to the Town Administrator, Town Planner and Town Building official for their review and action. The JCC will follow up on any actions taken by the town to address the encroachments described in the report. The JCC continued discussing and planning for Earth Day weekend details for a Covid-safe Shoreline Clean-up: small self-organized groups, pick up free leaf bag supplies at the recreation center on Friday 23rd (from 9 am- 4:30 pm), conducting shoreline cleanups from April 23rd thru 25th, depositing trash bags into the dumpster (donated by Island Rubbish) located at East Ferry. Joyce Antonello has arranged for the placement of the dumpster with Island Rubbish Service and contacted the Johnston Transfer Station. The JCC plans to meet on Saturday, April 24, 2021 to clean North Road and other areas around the island. JCC discussed the need for advertising the Earth Day (weekend) Shoreline Clean-Up plans in JTN Press, social media, schools, Clean Ocean Access website, etc. The JCC voted to run an ad in the JTN Press on 4/15/21 and 4/22/21 issues- **Motion to approve spending up to \$250 for JTN Press ads 1st Barbara Lundy, 2nd Joyce Antonello- all in favor - motion passed.**
- C) Public education: Susan Shim Gorelick and the JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education with other JTN groups and to possibly provide a general ‘clearinghouse’ web-presence location to provide links to digital maps and to post and coordinate conservation issues and events around the island, e.g., Sustainable Jamestown, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration, CILT, Recreation Center, <https://www.cc4es.org/>; and to integrate some of the JCC initiatives with Sustainable Jamestown: <https://www.sustainablejamestown.com/>. Susan has started an interim transitional website for this initiative and is communicating with Town Planner, Lisa Bryer, and Town Administrator, Jamie Hainsworth about these options.
- The JCC continued discussing environmental education outreach initiatives which could include water conservation, eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting, collaboration with the JAC on school-aged student environmental awareness activities.
- D) Harbor Management Commission (G. Souza). No updates.
- E) Tree Committee (G. Souza). George Souza reported that the town tree nursery has been updated with replenished fencing and irrigation, and that they are planting trees around town.
- F) Taylor Point Restoration Association (G. Souza). George reported that the Taylor Point Restoration Association was continuing to clear invasive plants near the black cherry woodlands.

VIII. NEW BUSINESS

- A) Next JCC Meeting will be held Tuesday, May 11, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 7:30 PM –**Motion to adjourn Joyce Antonello 1st, Susan Shim Gorelick 2nd, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, May 11, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

Meeting ID: 835 7164 3880

Join Zoom Meeting: <https://us02web.zoom.us/j/83571643880>

Meeting Minutes

In attendance: J. Antonello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, J. Wurzbacher. **Absent:** G. Souza

- I. **Roll Call and Call to Order:** 6:39 PM; Meeting started recording via Zoom
- II. **Motion to move ahead in Agenda to Open Forum (B) Non-scheduled request to address 1st Susan Shim Gorelick, 2nd Leo Orsi- all in favor - motion passed.**

Lisa Bryer, Town Planner, presented the project proposal for the 91 Carr Lane Mixed-Income Development plan. Lisa provided the history timeline, context and evolution of the project beginning with the RIDEM Open Space grant the town received in February 2018, to purchase 5.5 acres of land (Lot 47) for conservation of the total 6.9 acres, leaving the remaining 1.35 acres (Lot 52) for affordable housing development. In June 2018, the Town purchased 91 Carr Lane for "Conservation and Affordable Housing Development". Lisa described the project proposal in detail providing a narrative and the project site plans that have been developed for the Church Community Housing Corporation (CCHC), which has a purchase and sales agreement with the Town of Jamestown, to develop affordable housing units on the 1.35 acres. Lisa described the difficulty for the town in meeting its state-mandated Affordable Housing targets as the price of land and housing units in Jamestown is so expensive (the town currently has about 4.4% affordable housing units-and the target is 10% for the island). Lisa describe the various variances to Zoning Ordinances, waivers and approvals by the Planning Commission that would be required for the project to move forward (e.g. single-family cluster land development maximum number of dwelling units; relief from the requirement to have no more than 50% of the open space be unsuitable for development,, etc.). The project proposes the development of 2 "affordable" single family units and 2 market-rate single family units. Lisa described that the applicant (CCHC and the Town) reserves the right to create 3 "affordable" single family units and 1 market-rate single family unit. Lisa answered many questions from the JCC members concerning the proposed density of units on the 1.35 acres, RR-200 zoning, advanced treatment on-site wastewater treatment systems (OWTS), stormwater management, wetland protection, bioswales (rain gardens) and the sole source aquifer drinking supply watershed. Lisa presented, compared and discussed the neighboring properties and neighborhood building density on Carr Lane. Also discussed in detail was the placement of the OWTS systems that include denitrification for each unit and the placement of these OWTS systems in the front yards along Carr Lane which is as far away as possible from the wetlands protecting the drinking water supply on the adjacent Lot 47. The JCC members noted and discussed that the project proposed is in the Watershed Conservation District, a hydrologically sensitive area within Jamestown's sole source aquifer drinking water supply watershed. The JCC members voiced their concerns for the proposal and agreed to provide

comments that will be compiled into a JCC review report, that will be submitted to the Town Planner, Town Administrator and Planning Commission.

III. Approval of Minutes: Regular Meeting Minutes: April 13, 2021 **Motion to approve Meeting minutes 1st Susan Shim Gorelick, 2nd Jess Wurzbacher- all in favor - motion passed.**

IV. OPEN FORUM:

- A) Scheduled request to address: None scheduled
- B) Non-Scheduled request to address: Lisa Bryer, Jamestown Town Planner

V. CORRESPONDENCE AND BILLS

- A) None

VI. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

- A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:
<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. No updates on proposed RIDEM Wetland rules.
- B) CRMC: No relevant hearings in May for Jamestown
http://www.crmc.ri.gov/calendars/2021_05.html

VII. Old Business & Committee Reports:

- A) Rights of Way/Parks/Greenways & Public Access: Rights of Way/Parks/Greenways & Public Access: Land Protection and Stewardship: The JCC discussed the pros and cons of the 91 Carr Lane: Mixed -Income Development project proposal. As noted above the JCC agreed to provide comments that will be compiled into a JCC review report, that will be submitted to the Town Planner, Town Administrator and Planning Commission. Barbara Lundy and the JCC discussed the possibility of using drone aerial imagery for portions of the Trail map (e.g. Godena Farm and Parker Farm). The JCC agreed that high quality aerial photos might be useful for future JCC and Town collaborative webpages, display boards at events, Earth day, festivals, or Chamber events in Town in the future. Barbara Lundy will pursue this initiative further and report back to the JCC with new information or updates.
- B) Public education: Susan Shim Gorelick provided the JCC with updates and the JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education and events with other JTN groups: e.g. <https://www.cc4es.org/>, Sustainable Jamestown <https://www.sustainablejamestown.com/>, JAC, Conanicut Island Sailing Foundation. Susan and the JCC will continue to research and advocate for this initiative to coordinate, collaborate and communicate across Jamestown Environmental-Sustainability groups. Susan will continue exploring the idea of an interim transitional website for this initiative and is communicating with Jamie Matthews, Town Planner, Lisa Bryer, and Town Administrator, Jamie Hainsworth about these options. Environmental education outreach initiatives could include water conservation, eco-friendly yard care, feeding wildlife, dog waste/watershed protection; stormwater protection; coastal resiliency; community composting Review, discussion and/or potential action and/or vote.
- C) Harbor Management Commission (G. Souza). George was not able to attend this meeting but provided a written update from the April HMC
- D) Tree Committee (G. Souza). Susan Shim Gorelick reported that the town tree nursery has been updated with replenished fencing and irrigation, and that they are planting trees around town.

- E) Taylor Point Restoration Association (G. Souza). The TPRA have started their Saturday clean up events again and are busy removing and reducing invasive species near the black cherry woodlands at Taylor Point

VIII. NEW BUSINESS

- A) Next JCC Meeting will be held Tuesday, June 8, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – **8:25 PM –Motion to adjourn Susan Shim Gorelick 1st, Joyce Antonello 2nd, all in favor - motion passed**

Respectfully submitted by Anne Kuhn-Hines



JAMESTOWN CONSERVATION COMMISSION

Tuesday, June 8, 2021, 6:30 p.m.

Virtual Meeting held on Zoom:

Meeting ID: 837 7279 8834

Join Zoom Meeting: <https://us02web.zoom.us/j/83772798834>

Meeting Minutes

In attendance: J. Antonello, S. Shim Gorelick, B. Lundy, A. Kuhn-Hines, L. Orsi, G. Souza.
Absent: J. Wurzbacher

- I. **Roll Call and Call to Order:** 6:40 PM; Meeting started recording via Zoom
- II. **Approval of Minutes:** Regular Meeting Minutes: May 11, 2021 **Motion to approve Meeting minutes 1st Joyce Antonello, 2nd Susan Shim Gorelick - all in favor - motion passed.**

III. OPEN FORUM:

- A) Scheduled request to address: Quentin Anthony, Conanicut Island Land Trust
Quentin Anthony discussed the Conanicut Island Land Trust's (CILT) opinion and perspective concerning the project proposal for the 91 Carr Lane Mixed-Income Development plan. Quentin first remarked to the JCC how important this review of the 91 Carr Lane project proposal is to the JCC's mission and oversight responsibilities. Quentin quoted from the JCC stated mission and charter from the Town's website, specifically noting that the JCC's charge is to protect the drinking water supply watershed, and water resources across Conanicut Island. Quentin enumerated the various variances to zoning ordinances, waivers and approvals by the Planning Commission that are being requested and are necessary for the project to move forward: for example the proposal asks for cluster zoning for 4 house lots, but that requires 18 acres under the RR-200 zoning ordinance (200,000 or roughly 5 acres per house lot). The project proposal is for a 1.35-acre lot, and therefore the variance they seek is 17 acres. Quentin also described how the project proposal was advertised and described incorrectly in legal documents and public notices (in the JTN Press) as 6.9 acres in total when it should have been focused on the 1.35-acre lot (5.5 acres of the total 6.9 acres were preserved for watershed protection using a RIDEM grant). Quentin stated that because much of our town is served by the North Reservoir and it is an extremely small watershed, the Town Council long ago zoned the drinking water supply watershed RR200. The stated purpose of this zoning was the protection of the watershed feeding the drinking water reservoir, via the 200,000 square feet (S.F.) per house lot zoning. Quentin referenced and cited from the JTN Comprehensive Plan and its many instances where it specifies the protection of the drinking water supply watershed. Quentin further stated that 4 houses on 1.35 acres in the drinking water supply watershed is a shocking deviation from what the Town Council originally envisioned. Quentin also stated that in the last 40 years, not one landowner in the RR200 zone has been allowed to create a lot less than 200,000 S.F.

The JCC members noted and discussed that the project proposed is in the Watershed Conservation District, a hydrologically sensitive area within

Jamestown's sole source aquifer drinking water supply watershed. The JCC supports the Town's efforts at creating affordable housing options, however, not at the expense of drinking water resources and would prefer to see affordable housing projects proposed in less environmentally sensitive areas of the island. The JCC's concerns center around the critical and fragile drinking water supply for the island, and the dependence on engineered controls to protect the functional elements of these natural resources providing the island with inestimable ecosystem services and benefits.

B) Non-Scheduled request to address: None

IV. CORRESPONDENCE AND BILLS

A) None: Have not yet received an invoice for the tree removal of fallen tree blocking the trail at the Conanicut Island Sanctuary Trail.

V. CRMC, RIDEM, & Town of Jamestown Ordinance Review:

A) Section 308; review, discussion and/or potential action and/or vote concerning state RIDEM wetland setbacks. Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act:

<https://rules.sos.ri.gov/promulgations/part/250-150-15-2>. No updates on proposed RIDEM Wetland rules.

B) CRMC: No relevant hearings in June for Jamestown
http://www.crmc.ri.gov/calendars/2021_06.html

VII. Old Business & Committee Reports:

A) Rights of Way/Parks/Greenways & Public Access: Rights of Way/Parks/Greenways & Public Access: The JCC reviewed and discussed the JCC's comments regarding 91 Carr Lane: Mixed -Income Development project proposal, that were submitted to JTN Town Planner, Planning Commission and Town Administrator. A. Kuhn-Hines provided an update from the June 2, 2021 Planning Commission Meeting: The Church Community Housing Corporation's legal representative requested more time to make amendments to the original application. Leo Orsi updated the JCC on the Wickford Ave ROW describing how the abutting neighbor to the south was supporting the town (financially) and cooperating in its efforts to clear the brush creating a trail to the shoreline. Leo reported that the ROW is shaping up nicely-the Town Public Works department is doing a great job clearing the brush and shaping the trail. Leo reported that the Hull Cove trail ROW issue with the new abutting owner is still in court proceedings.

B) Public education: Susan Shim Gorelick provided the JCC with updates and the JCC continued discussing the coordination of future initiatives and community-wide collaborative coordination for environmental education and events with other JTN groups: e.g. <https://www.cc4es.org/>, Sustainable Jamestown <https://www.sustainablejamestown.com/>, JAC, Conanicut Island Sailing Foundation, Taylor Point Restoration Association, etc. Susan and the JCC will continue to research and advocate for this initiative to coordinate, collaborate and communicate across Jamestown Environmental-Sustainability groups. Susan discussed how Johnson & Wales has an "Experiential Experience" program and she may be able to have some students help with the web development. Susan will continue exploring the idea of an interim transitional website for this initiative and is communicating with JTN island resident, Jamie Matthews, Town Planner, Lisa Bryer, and Town Administrator, Jamie Hainsworth about these options.

C) Harbor Management Commission (G. Souza). George reported that the request/petition by Walrus & Carpenter to use the Dutch Harbor harbormaster's dock as an upwelling platform was going to be discussed at the next HMC meeting (6/9/21). George discussed how the HMC want to invite the CRMC Aquaculture director, Ben Goetsch, to discuss the proposal and give his the CRMC's

perspective, as the CRMC would have to grant approval for the activity. George will report back on that discussion at the next JCC meeting.

D) Tree Committee (G. Souza). George Souza and Susan Shim Gorelick reported that the town tree nursery has been updated with replenished fencing and irrigation, and that they are planting trees around town. They also reported that the Tree Committee received a grant to do an island-wide tree inventory, and a grant to do capacity building, and identifying unique trees on the island.

E) Taylor Point Restoration Association (G. Souza). The TPRA have restarted their Saturday clean up events again and are busy removing and reducing invasive species near the black cherry woodlands at Taylor Point. They are also planting native tree species at Taylor Point.

VIII. NEW BUSINESS

A) Next JCC Meeting will be held Tuesday, July 13, 2021 at 6:30 pm.

IX. ADJOURNMENT

Adjourn – 8:14 PM –Motion to adjourn George Souza 1st, Barbara Lundy 2nd, all in favor - motion passed

Respectfully submitted by Anne Kuhn-Hines

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, February 20, 2018

Minutes

Call to Order: The meeting was called to order @ 6:50 pm.

Roll Call:

Present: Elaine Peterson, Mark Girard, Lois Migneault, Andrew Hunter, Dick Lynn, George Souza (Conservation Committee Liaison), and (Tree Warden) Steve Saracino

Absent: Peter Kallman, Roger Birn

Reading of Minutes:

Minutes for December: Mark Girard moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

Correspondence: No new correspondence

Tree Warden Report: (report included below)

Old Business

Tree Pruning/Removals:

Requests from Jim Rugh for tree pruning/removal on Rainbow Pond Road, Nanette Blish for tree pruning/removal at 50 Cole Street, and John Plowden for tree pruning/removal on 28 Calvert Place have all been approved and sent on to the DPW.

Tree City USA: Application has been made.

Fort Getty:

See Tree Warden Report

Transfer Station Tree Planting:

See Tree Warden Report

Taylor Point: Town has been reimbursed for the RIDEM 2016 ATB.

Memorial Trees:

Elaine will contact Ken Duva, the school superintendent, concerning the William Kitts memorial Tree. Andrew Hunter made a motion to plant a Sugar Maple, Dick Lynn seconded the motion, all approved. Discussed a location on the south side of the school where there are misshapen trees. Also discussed having Jr High science students attend the educational pruning and planting of this tree.

Educational Lecture:

Lecture on Planting at the Tree Nursery. Steve Saracino suggested the April-May time frame.

ATB grant for 2018: Again discussed possible tree locations for 2018 grant. North Road, Fort Getty Road, Transfer Station

New Business:

- Arbor Day celebration, April 27, 2018 - The following will be researched for planting on Arbor day: Windmist Farm road side, Narragansett Avenue, Transfer Station
- Secretary for committee – no volunteers, Roger will be asked.
- Educational tour regarding planned pruning of trees (Andrew Hunter's yard) – will consider September or December
- Discussed English Oak decline: there is no significant treatment that works.

Liaison and Other Reports: None

Open Forum- No attendees for the Public Forum

Adjourn: The meeting was adjourned at 7:44 PM. Lois Migneault moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, March 20, 2018

Minutes

Call to Order: The meeting was called to order @ 6:52 PM.

Roll Call:

Present: Lois Migneault, Andrew Hunter, Peter Kallman, Roger Birn, and (Tree Warden) Steve Saracino

Absent: Mark Girard, Elaine Peterson, Dick Lynn & George Souza (Conservation Committee Liaison)

Reading of Minutes:

Minutes for December: Roger Birn moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

Correspondence: No new correspondence

Tree Warden Report: (report included below)

Old Business

Memorial tree planting and ceremony for William Kitts:

A spot for a Red or Sugar Maple has been found near the Melrose School. The DPW should be asked to prepare the hole in advance of planting the tree. A time that works for the family should be chosen either after school or on a Saturday in late April or early May. School children will be asked to attend. Andrew Hunter will provide instruction on the correct way to plant a tree.

Arbor Day celebration, Friday, April 27:

Mike Gray will be speaking with Martha Neal or Harry Chase about the possibility of planting a tree along the edge of their field for Arbor Day and then more trees later if we get the ATB grant for tree planning from DEM. The ATB grant would mean 12-15 trees of 2.5-3 inch caliper. NOTE: Details need to be provided to Town Clerk Cheryl Fernstrom to put on Town Council calendar

Educational session:

An educational session will be held this spring at Andrew Hunter's yard on appropriate planting techniques, mulching, and tools to be used. There will also be a discussion of the appearance of a well pruned tree.

The tour of Tree Nursery will be scheduled for the fall. Irrigation system and fencing needs to be worked on this spring and summer.

Fort Getty:

See Tree Warden Report

Memorial Trees:

Andrew Hunter suggested that a Memorial tree might be planted the daughter of Wiggy and Penelope Potter

New Business:

Request by Mike Gray for report of Tree Committee activities:

Roger and Steve consulted on this report and Steve will put together a preliminary list for review.

Liaison and Other Reports: None

Open Forum- No attendees for the Public Forum

Adjourn: The meeting was adjourned at 7:55 PM. Lois Migneault moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, April 17, 2018

Minutes

Call to Order: The meeting was called to order @ 6:52 PM.

Roll Call:

Present: Lois Migneault, Andrew Hunter, Mark Girard, Elaine Peterson, Peter Kallman, Roger Birm, George Souza (Conservation Committee Liaison), and (Tree Warden) Steve Saracino

Absent: Dick Lynn

Reading of Minutes:

Minutes for March: Roger Birm moved to approve the minutes; Mark Girard seconded the motion, all approved.

Correspondence: No new correspondence

Tree Warden Report: (report included below)

Old Business

Memorial tree planting and ceremony for William Kitts:

Will be held on Friday, May 11 at 9AM at the Melrose School.

Andrew Hunter will speak on behalf of the Tree Committee.

Roger, Elaine, and Andrew have been consulting with the family, Ken Duva, and Pete Andersen concerning the details. Ken will send invitations. Someone needs to contact the fire department. School children will be in attendance.

Memorial tree for Maggie Potter, the daughter of Wiggy and Penelope Potter:

A location for this tree near the bench at Fort Getty in her honor has to be found. The tree committee will provide the tree.

Arbor Day celebration, Friday, April 27 at 10AM, location TBD:

North road tree locations have not been identified. Replacement trees for removed trees on town property where identified near the homes of Anna Templeton-Cotill and Linda Brown. Steve will contact Anna. Lois will contact Linda.

Educational session:

An educational session will be held at 10AM on Saturday, June 16 at Andrew Hunter's yard on the results of good pruning, appropriate planting techniques, mulching, and tools to be used.

The tour of Tree Nursery will be scheduled for the fall. Irrigation system and fencing needs to be worked on this spring and summer.

Fort Getty:

Planting at Fort Getty Road will begin in May according to the plan. The DPW, the Tree Committee, and the Boals will perform maintenance.

Transfer Station:

Plants will be tagged shortly for phase 2 planting later this year.

Report to the Town Council:

Elaine and Steve presented a report of Tree Committee activities at the Town Council meeting April 16. They reported that the Town Council was very pleased with the ongoing work of the Tree Committee. The Fort Getty road plan was also presented and the Town Council approved the plan.

Liaison and Other Reports: None

Open Forum- No attendees for the Public Forum

Adjourn: The meeting was adjourned at 7:52 PM. Andrew Hunter moved to adjourn the meeting. Lois Migneault seconded the motion, all approved.

Next Meeting is Tuesday, May 15, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, August 21, 2018

Minutes

Call to Order: The meeting was called to order @ 6:52 PM.

Roll Call:

Present: Elaine Peterson, Lois Migneault, Mark Girard, Andrew Hunter, Roger Birn, Steve Saracino (Tree Warden), and George Souza (Conservation Committee Liaison)

Absent: Dick Lynn, and Peter Kallman

Reading of Minutes:

Minutes for June: Mark Girard moved to approve the minutes; Roger Birn seconded the motion, all approved.

Correspondence: 3 Tree Requests.

Tree Warden Report: (see insert below)

Steve will meet with Bernie and Donna Pfeiffer (423-3509) to discuss replanting of trees at their residence on Seaside Ave. Nine white pine and a cedar trees were removed at this location.

Old Business

Memorial tree for Maggie (Magnolia) Potter, the daughter of Wiggy and Penelope Potter: Andrew Hunter dug a test hole for the memorial tree for the requested Sugar Maple.

Planting Demo at the Tree Nursery:

A motion was made by Roger to hold an instructional session at the Tree Nursery in October. Mark seconded the motion. All approved the motion.

Norway Maples:

Elaine will draft a document on Invasive Norway Maples for the Jamestown Tree Preservation and Protection Committee web page for the committee's consideration.

Fort Getty:

Transfer Station:

New Business:

Dick Lynn has said he will resign from the committee. Peter Kallman will be asked about his interest in continuing on the committee due to his attendance record.

Emerald Ash Borer:

Steve reviewed the DEM Press release on the Emerald Ash Borer. The committee decided to hold an informational session at the library with Heather Faubert to address

this issue. A Wednesday in late September was suggested as a preferred date. Elaine will set the date with Heather and the library.

Liaison and Other Reports: none

Open Forum- Attendees for the Public Forum were Bernie and Donna Pfeiffer

Adjourn: The meeting was adjourned at 7:45 PM. Andrew Hunter moved to adjourn the meeting. Mark Girard seconded the motion, all approved.

Next Meeting is Tuesday, September 18, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, September 18, 2018

Minutes

Call to Order: The meeting was called to order @ 6:50 PM.

Roll Call:

Present: Elaine Peterson, Lois Migneault, Mark Girard, Andrew Hunter, Roger Birn, and Steve Saracino (Tree Warden)

Absent: Andrew Hunter, Peter Kallman, and George Souza (Conservation Committee Liaison)

Reading of Minutes:

Minutes for June: Mark Girard moved to approve the minutes; Roger Birn seconded the motion, all approved.

Correspondence: Steven Hines states that a Magnolia needs pruning on the corner of Narragansett Ave and Ocean Ave. Steve states that this has been taken care of.

Tree Warden Report: *(see insert below)*

Steve has spoken with Bernie and Donna Pfeiffer a number of times. The town will provide 3 or 4 trees for planting. Homeowners will supplement.

Old Business

Memorial tree for Maggie (Magnolia) Potter: Steve will coordinate with the DPW and Andrew to have the tree planted in the next 2 weeks.

Planting Demo at the Tree Nursery:

Demo is postponed until next spring due to the on-going work at the nursery.

Invasive Trees on Jamestown

Elaine drafted a document on Invasive trees and shrubs for the Jamestown Tree Preservation and Protection Committee web page.

Fort Getty:

Transfer Station:

New Business:

Membership on the committee: Dick Lynn has resigned from the committee. Names of possible new members were provided to Elaine.

Emerald Ash Borer Education session:

Heather Faubert will present an Emerald Ash Borer information session on Thursday September 27 at 6:45 at the library. Elaine will write a press release for the Jamestown Press on the subject. Other members signed up for posting flyers around town and emailing friends.

Liaison and Other Reports: none

Open Forum- none

Adjourn: The meeting was adjourned at 7:20 PM. Lois Migneault moved to adjourn the meeting. Mark Girard seconded the motion, all approved.

Next Meeting is Tuesday, October 16, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, December 04, 2018

Minutes

Call to Order: The meeting was called to order @ 6:48 PM.

Roll Call: Present: Elaine Peterson, Lois Migneault, Mark Girard, and George Souza (Conservation Committee Liaison)

Absent: Peter Kallman, Andrew Hunter, Roger Birn, Steve Saracino (Tree Warden)

Reading of Minutes: Minutes for October: Mark Girard moved to approve the minutes; Elaine Peterson seconded the motion, all approved.

Correspondence: none

Tree Warden Report: none

Old Business

Memorial tree for Maggie (Magnolia) Potter: This tree planting is waiting for a planting location to be approved by Mike Gray.

Invasive Trees on Jamestown: Roger Birn still working on this

New Business:

Membership on the committee: Elaine will consider continuing as head of the committee. Mark is leaving the committee because it is not more active in protecting trees from aggressive plants. Elaine and Lois will write a description of the duties of members of the committee. It will be used to inform potential applicants.

DEM-America the Beautiful (ATB) 2019 Grant Application: Two possibilities were discussed. Planting along North Road just north of Round Marsh and planning native trees at Taylor Point in support of the Restoration

Liaison and Other Reports: none

Open Forum- none

Adjourn: The meeting was adjourned at 7:30 PM. Lois Migneault moved to adjourn the meeting. Mark Girard seconded the motion, all approved.

Next Meeting is Tuesday, Jan 15, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Philomenian Library
26 North Road, Jamestown, RI
Tuesday, January 22, 2019
Minutes

Call to Order: The meeting was called to order @ 6:52 PM.

Roll Call: Present: Elaine Peterson, Lois Migneault, Andrew Hunter, Roger Birn, & Steve Saracino (Tree Warden) Absent: George Souza (Conservation Committee Liaison)

Reading of Minutes: Minutes for December 4, 2018: Elaine Peterson moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

Tree Warden Report: Steve reported on activities in the report. (See insert below.)

Old Business:

1. DEM-America the Beautiful (ATB) 2019 Grant Application:
 - a. The following activities were reviewed for the AB grant: (1) Replace ailing trees on Windmist farm bordering North Road with hardy large maples, eg, sugar maples. (2) Plant large native shade tree at Taylor Point (3) Replace black locust trees with native trees on Quaker meeting house property
 - b. Steve Saracino told the committee that funding for the grant this year had been reduced and that the awards would favor educational outreach activities. Based on this information the committee voted to request funds to support a Public Awareness Campaign Project associated with local invasive plant species in Jamestown.
2. Invasive tree information for Tree Committee section of town website: English Oak, Autumn Olive, Norway Maple, Black Locust (not discussed)
3. Memorial Tree planting for Maggie Potter: A new location at Fort Getty is being considered for the bench.
4. Membership: The following names were suggested as people who may want to serve on the Tree Committee: William Hutchinson, Sheila Nixon, & David Frank

New Business:

1. Committee's executive positions: Elaine Peterson moved to nominate Roger Birn as chairman of the committee; Andrew Hunter seconded the motion, all approved.
2. Review document describing the Tree Committee membership activities: Membership reviewed and approved of the document.

Correspondence: none

Liaison and Other Reports: none

Open Forum- none

Adjourn: The meeting was adjourned at 7:45 PM. Lois Migneault moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Next Meeting is Tuesday, Feb 19, 2018

**Approved Document:
About the Jamestown Tree Preservation and Protection Committee**

Trees are vital to the character and beauty of our town. The Jamestown Tree Preservation and Protection Committee is a dynamic group that acts to ensure the health and care of these important natural resources. Committee members actively plan and participate in the group's undertakings and events throughout the year.

The mission of the Tree Committee has several components:

- To increase awareness of the environmental, community, economic and social value of trees.
- To promote the well-being of trees throughout our town. We do this through development of educational programs, tours and information on native trees, optimal tree selection, planting and upkeep, and disease management.
- To ensure the safety and maintenance of trees on town property and public rights-of-way. This is accomplished by working with the town's tree warden and the Department of Public Works to review and approve, as appropriate, requests for tree planting, pruning, and removal.
- To undertake tree-oriented projects which enhance the aesthetics and overall quality of life in our town by collaborating with civic leaders and tree warden on celebrations, observances and proposal submissions for funding to appropriate funding sources.
- To provide citizens of the town with affordable access to trees and planting assistance.

We welcome and encourage any and all Jamestown residents who share an interest in the Tree Committee's mission to apply for membership on the committee. Member terms are three years.

Jamestown Tree Preservation and Protection Committee
Jamestown Police Station
250 Conanicus Ave, Jamestown, RI 02835
Tuesday, February 19, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:59 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Andrew Hunter, Roger Bim, & Steve Saracino
(Tree Warden) Absent: George Souza (Conservation Committee Liaison)

READING AND APPROVAL OF MINUTES

Minutes for January 22, 2018: Elaine Peterson moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

TREE WARDEN REPORT

1. Steven Saracino reported on activities in the report. (See insert below.)

UNFINISHED BUSINESS

1. Memorial Tree Planting, Fort Getty : Andrew will speak to MagiPotter's parents about another location for the tree. Steve will speak with Mike gray about acceptable locations.
2. Forty Getty Road, Jeff Boal updates : Steve will speak with Jeff about his planting plans for 2019 that involve town property.
3. DEM-America the Beautiful (ATB) 2019 Grant Application: Proposed collaboration with Taylor Point group on invasive species brochure. Lois updated members on the status of the conversations with Lisa Bryer and the updates to the Town Council White paper
4. New member updates: There have been applications filed at town hall.

NEW BUSINESS

1. Additional Goals for 2017; review, discussion and/or potential action and/or vote (not discussed)

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

none

OPEN FORUM

none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Arbor Day – April 26, 2019

ADJOURN: The meeting was adjourned at 8:05 PM. Elaine Petersen moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Next Meeting is Tuesday, March 19, 2018

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road , Jamestown, RI 02835
Minutes for Tuesday, March 19, 2019

CALL TO ORDER: The meeting was called to order @ 6:59 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Andrew Hunter, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison) and new members Walter Bopp, Beth Herman, Susan Shin Gorelick.

Absent: Roger Birm

READING AND APPROVAL OF MINUTES

Minutes for February 19, 2019: Elaine Peterson moved to approve the minutes; Andrew Hunter seconded the motion, all approved.

TREE WARDEN REPORT

Steven Saracino reported on activities in the report. (See insert below.)

1. ATB Grant: Steve spoke with Caroline Scanlon of RIDEM who is administering the grant. She is a member of the RI Environmental Education Association and suggested them as a source of grant funds if the RI DEM award was not made to Jamestown.
2. Review of Trees removed or pruned by National Grid

UNFINISHED BUSINESS

1. Memorial Tree Planting: location of Tree is still to be determined. Steve will meet with Mike Gray
2. Invasive Plant Awareness: Lois updated the committee on the status of this effort.
3. Arbor Day Thursday, April 26 Discussion: Christine Bernardo's 5th grade class hopes to attend this event. Andy Nota and town council members will also be invited. The following locations were suggested.
 - a. Windmist Farm
 - b. The Battery
 - c. Transfer Station
 - d. Pump Station on North Road
 - e. Ball Field

Lois made a motion that a Sugar Maple be planted at Windmist Farm, Walter seconded this motion, and all agreed.

NEW BUSINESS

1. Additional Goals for 2019; review, discussion and/or potential action and/or vote (not discussed)

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

George Souza reported on discussion at the Conservation Commission concerning the Tax lots in the Shores and the consideration of removing trees for water

conservation. Committee members all agreed that removing trees would have a negative impact.

OPEN FORUM

none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Arbor Day – Friday, April 26, 2019

ADJOURN: The meeting was adjourned at 7:56 PM. Andrew Hunter moved to adjourn the meeting. Susan Gorelick seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, April 15, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:49 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Andrew Hunter, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison) and new members Walter Bopp, Beth Herman, Susan Shin Gorelick.

Absent: Roger Birn

READING AND APPROVAL OF MINUTES

Minutes for March 19, 2019: Susan Gorelick moved to approve the minutes; Walter Bopp seconded the motion, all approved.

TREE WARDEN REPORT

Steven Saracino reported on activities in the report. (See insert below.)

1. Susan Gorelick suggested that the RI Environmental Education (RIEE) association or other environmental groups might have funded speakers who could speak on Invasive Plants.
2. Review of Tree removal or pruning applications.

UNFINISHED BUSINESS

1. Memorial Tree Planting: location of Tree is still to be determined. Andrew Hunter will speak with Maggie's parents and propose a few locations.
2. Invasive Plant Awareness: Lois updated the committee on the status of this effort.
3. Arbor Day 1:00PM Thursday, April 26 with Civics teacher Christine Bernardo's 5th grade class. Andy Nota and Town Council chairperson Mike White will attend. A Sugar Maple will be planted on the Lawn Avenue side of the elementary school. Elaine will prepare an informational document on facts about the tree for the students, will make a digital invitation for us to share, and will speak to the Jamestown Press about coverage.

NEW BUSINESS

1. Educational Sessions
2. Review of the Jamestown Tree Document proposed for the next meeting
3. Susan Gorelick introduced her web site Coalition Center for Environmental Sustainability CC4ES - <https://cc4es.godaddysites.com> CC4ES is a community of businesses, policy makers and academia who all have the common goal of environmental sustainability.

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

George Souza had nothing to report from the Conservation.

OPEN FORUM

none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Review of the Tree Committee's document: Approved Jamestown Street Trees
ADJOURN: The meeting was adjourned at 7:56 PM. Andrew Hunter moved to adjourn the meeting. Lois Migneault seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, May 21, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:48 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Roger Birn, Walter Bopp, Beth Herman, & Susan Shin Gorelick.

Absent: Andrew Hunter, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison)

READING AND APPROVAL OF MINUTES

Minutes for April 16, 2019: Walter Bopp moved to approve the minutes; Susan Gorelick seconded the motion, all approved.

TREE WARDEN REPORT

Roger Birn read the Tree Warden's report. (See insert below.)

1. Susan Gorelick suggested that the RI Environmental Education association or other environmental groups might have funded speakers who could speak on Invasive Plants.
2. Review of Tree removal or pruning applications.

UNFINISHED BUSINESS

1. Memorial Tree Planting: Andrew Hunter spoke with Maggie's parents about locations other than Fort Getty. Walter suggested that the Memorial Tree Planting program should be reconsidered given that available locations are so difficult to find.
2. Invasive Plant Awareness Campaign: Lois will present the white paper to the Jamestown Town Council on June 17th.

NEW BUSINESS

1. Cherry Trees at 22 Union Street: A letter was received from Donna Cameron who lives at 22 Union Street, on the corner of Union and Green Streets, about two cherry trees the town has deemed a safety hazard. The resident, Donna Cameron, has requested help in saving the two mature trees on town property between the sidewalk and Union Street. Steve Saracino provided an Assessment of the situation.
 - a. The town plans to remove the trees for two reasons:
 - i. Their roots are large and have buckled the sidewalk, causing it to be difficult/dangerous to walk. A year ago, a woman fell while trying to negotiate the uneven sidewalk. The town could have been held liable but she did not sue.
 - ii. Their branches overhang into the street, forcing tall vehicles (emergency vehicles, delivery trucks) to leave the east-to-west driving lane and move into the lane of oncoming vehicles. As I understand it, the minimum height for branches overhanging a street is 13 feet.

- b. After a discussion Roger Birn made a motion that the Union Street Trees be kept and pruned to allow for movement of people and vehicles. Beth Herman seconded the motion, all agreed.
2. Review of the Jamestown Tree Documents proposed for the next meeting
3. Discussion of the definition of Native Plant
 - a. Lois stated that Go Botany is now the authority on plant names.
<https://gobotany.nativeplanttrust.org>
4. Susan talked about the Ecosia.org search engine that supports the planting of trees in the 3rd world.
5. Discussion of "Why Invasive Trees are Bad" and the need for biodiversity to create a resilient healthy ecosystem.

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

none.

OPEN FORUM

Donna Cameron and Paul Gregous attended to discuss the trees on Union

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Review of the Tree Committee's document: Approved Jamestown Street Trees

ADJOURN: The meeting was adjourned at 7:57 PM. Elaine Peterson moved to adjourn the meeting. Susan Shin Gorelick seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, June 18, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:48 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Roger Birn, Walter Bopp, Beth Herman, & Susan Shin Gorelick. Andrew Hunter, Steve Saracino (Tree Warden),

Absent: George Souza (Conservation Committee Liaison)

READING AND APPROVAL OF MINUTES

Minutes for April 16, 2019: Walter Bopp moved to approve the minutes; Susan Gorelick seconded the motion, all approved.

TREE WARDEN REPORT

Roger Birn read the Tree Warden's report. (See insert below.)

1. Susan Gorelick suggested that the RI Environmental Education association or other environmental groups might have funded speakers who could speak on Invasive Plants.
2. Review of Tree removal or pruning applications.

UNFINISHED BUSINESS

1. Memorial Tree Planting: Andrew Hunter spoke with Maggie's parents about locations other than Fort Getty. Walter suggested that the Memorial Tree Planting program should be reconsidered given that available locations are so difficult to find.
2. Invasive Plant Awareness Campaign: Lois will present the white paper to the Jamestown Town Council on June 17th.

NEW BUSINESS

1. Cherry Trees at 22 Union Street: A letter was received from Donna Cameron who lives at 22 Union Street, on the corner of Union and Green Streets, about two cherry trees the town has deemed a safety hazard. The resident, Donna Cameron, has requested help in saving the two mature trees on town property between the sidewalk and Union Street. Steve Saracino provided an Assessment of the situation.
 - a. The town plans to remove the trees for two reasons:
 - i. Their roots are large and have buckled the sidewalk, causing it to be difficult/dangerous to walk. A year ago, a woman fell while trying to negotiate the uneven sidewalk. The town could have been held liable but she did not sue.
 - ii. Their branches overhang into the street, forcing tall vehicles (emergency vehicles, delivery trucks) to leave the east-to-west driving lane and move into the lane of oncoming vehicles. As I understand it, the minimum height for branches overhanging a street is 13 feet.

- b. After a discussion Roger Birn made a motion that the Union Street Trees be kept and pruned to allow for movement of people and vehicles. Beth Herman seconded the motion, all agreed.
2. Review of the Jamestown Tree Documents proposed for the next meeting
3. Discussion of the definition of Native Plant
 - a. Lois stated that Go Botany is now the authority on plant names.
<https://gobotany.nativeplanttrust.org>
4. Susan talked about the Ecosia.org search engine that supports the planting of trees in the 3rd world.
5. Discussion of "Why Invasive Trees are Bad" and the need for biodiversity to create a resilient healthy ecosystem.

COMMUNICATIONS

none

LIAISON AND OTHER REPORTS

none.

OPEN FORUM

Donna Cameron and Paul Gregous attended to discuss the trees on Union

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Review of the Tree Committee's document: Approved Jamestown Street Trees

ADJOURN: The meeting was adjourned at 7:57 PM. Elaine Peterson moved to adjourn the meeting. Susan Shin Gorelick seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, July 16, 2019 (& June 18, 2019)
Minutes

CALL TO ORDER: The meeting was called to order @ 6:51 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Walter Bopp, & Andrew Hunter, George Souza (Conservation Committee Liaison)

Absent: Susan Shim Gorelick, Roger Birn, Beth Herman, Steve Saracino (Tree Warden)

READING AND APPROVAL OF MINUTES

Minutes for June 2019 were not approved.

TREE WARDEN REPORT

Tree Warden's report. (See insert below.)

1. Discussed having Andy Wade identify a location on the north side of the field at Fort Getty for a September planting of the Maggie Potter Memorial Tree
2. Transfer Station – Conifers should be planted in the fall and watered throughout the following July and August. Appropriate deer deterrents should be used.
3. Motion was made by Walter to create a plan for plantings at the Transfer Station, Andrew seconded the motion; all approved the motion.

UNFINISHED BUSINESS

1. Education Proposal discussion: All agreed that sections one and two should be combined in the proposal below. The requests would be sent to URI and the RI Tree Council. Heather Frobort, Brian Maynard, and people from Morningstar Nursery or the Newport Conservancy were also mentioned as possible speakers.

NEW BUSINESS

1. Steve Saracino will not be attending all Tree Committee meetings due to other Tree warden responsibilities that use his 10-11 hours per month. Tree committee members felt his priorities should focus on quality control of planting and sourcing and selection of trees.

COMMUNICATIONS none

LIAISON AND OTHER REPORTS

George Souza presented a JT Press article from 2014 on the JT Conservation Commission's request to plant a Memorial Tree for Bob Kinder. Lois will bring this topic to the Taylor Point Restoration Association.

OPEN FORUM - none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Review of the Tree Committee's document: Approved Jamestown Street Trees

ADJOURN: The meeting was adjourned at 7:57 PM. Elaine Peterson moved to adjourn the meeting. Andrew Hunter seconded the motion, all approved.

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, September 17, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ XX PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Walter Bopp, & Andrew Hunter, Susan Shim Gorelick, Roger Birn, Beth Herman, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison)

Absent: none

READING AND APPROVAL OF MINUTES

Minutes for June 18, 2019 were approved: Andrew moved to approve the minutes; Roger seconded the motion, all approved.

Minutes for July 16, 2019 were approved: Walter moved to approve the minutes; Roger seconded the motion, all approved.

Minutes for August 20, 2019 were approved: Elaine moved to approve the minutes; Susan seconded the motion, all approved.

TREE WARDEN REPORT

UNFINISHED BUSINESS

NEW BUSINESS

COMMUNICATIONS

LIAISON AND OTHER REPORTS

OPEN FORUM

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

ADJOURN: The meeting was adjourned at 7:45 PM. Lois moved to adjourn the meeting. Beth seconded the motion, all approved.

Next meeting will be October 15, 2019

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, November 19, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:50 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Walter Bopp, Susan Shim Gorelick, Roger Birn, Beth Herman, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison)

Absent: none

READING AND APPROVAL OF MINUTES

Minutes for Oct 15, 2019 were approved: Walter Bopp moved to approve the minutes; Beth Herman seconded the motion, all approved.

TREE WARDEN REPORT

Tree Warden Report was reviewed.

State related tree request on 7 Beavertail Road. Steve will be the liaison on this.

ATB Grant: 2 suggestions for grant requests from DEM: (1) tree inventory to cover a small area similar to what was done a number of years ago on Narragansett Avenue. (2) Something to do with Emerald Ash Borer.

UNFINISHED BUSINESS

Successful Lecture Series: 33 people attended the John Campanini lecture and 23 people attended the Alana Russell lecture.

The memorial tree program was removed from the Jamestown tree website.

Committee membership: there are two openings on the committee currently one of them to replace Andrew Hunter. Elaine will look into when elections take place for the committee.

NEW BUSINESS

Lois made a motion to move the monthly December meeting to the third Tuesday of the month. Susan seconded the motion, all approved.

Election of new officers: Walter made a motion to but election on hold until after Elaine determines what the rules of order require. Susan seconded this motion, all approved.

Tree Warden attendance at meetings: Lois made a motion to move this discussion until January, Susan seconded the motion, all approved.

COMMUNICATIONS - none

LIAISON AND OTHER REPORTS

George Souza mentioned the 22 tax lots in the shores areas that are under the control of the Land Trust. On one lot the adjacent landowners have cut down trees.

OPEN FORUM - none**FUTURE AGENDA TOPICS; ITEMS OF INTEREST**

ADJOURN: The meeting was adjourned at 7:52 PM. Lois moved to adjourn the meeting. Beth seconded the motion, all approved.

Next meeting will be Tuesday, December 17, 2020

Jamestown Tree Preservation and Protection Committee
Jamestown Library
26 North Road, Jamestown, RI 02835
Tuesday, December 17, 2019
Minutes

CALL TO ORDER: The meeting was called to order @ 6:47 PM.

ROLL CALL

Present: Elaine Peterson, Lois Migneault, Walter Bopp, Susan Shim Gorelick, Roger Birn, Beth Herman, Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison)

Absent: none

READING AND APPROVAL OF MINUTES

Minutes for Nov 19, 2019 were approved: Roger moved to approve the minutes; Walter seconded the motion, all approved.

Minutes for September 17, 2019 were approved: Roger moved to approve the minutes; Walter seconded the motion, all approved.

TREE WARDEN REPORT

Arbor Day in April at Lawn Avenue School
Tree Nursery

Tree list will be updated in the spring on the website.

Volunteer form will be provided to the web site

Water collection system needs to be updated at the nursery prior to new plantings.

Cost of trees will be updated to \$150. Mike Gray approved this price change.

America the Beautiful Grant(ATB)

Beth offered to explain how the Newport Tree Arboretum uses the Open Tree Map application to inventory trees in Newport County.

Susan made a motion to propose an inventory of Narragansett Avenue for the ATB grant. Roger seconded the motion. All agreed. (Last inventory was in 2015)

Beth will work with Steve on the grant application.

UNFINISHED BUSINESS

Elaine made a motion that the Tree Committee ask the Town Council President how the Tree committee is expected to participate in the Tree Warden's annual review. Susan seconded the motion, all approved.

NEW BUSINESS

Elaine made a motion to postpone the election of officers until Jan or Feb of 2020. Susan seconded the motion, all approved.

The following slate was proposed: Chairperson - Lois Migneault; Vice Chairperson - Beth Herman, Secretary - Beth Herman (Walter may replace Beth in the Vice Chairperson position at a later date.)

Elaine reminded the committee that the agenda needed to be posted to the SOS 48 hours before the meeting. Hard copy of the agenda needs to be posted at the Police Station and at the library.

COMMUNICATIONS

LIAISON AND OTHER REPORTS - none

OPEN FORUM - none

FUTURE AGENDA TOPICS; ITEMS OF INTEREST

Discuss and decide on the meeting day and schedule for 2020.

ADJOURN: The meeting was adjourned at 7:55 PM. Elaine moved to adjourn the meeting. Walter seconded the motion, all approved.

Next meeting will be Tuesday, January 21, 2020

**Jamestown Tree Preservation and Protection Committee
Zoom Meeting
Wednesday, January 13, 2021
Minutes**

1. Call to Order: The meeting was called to order at 6:45 PM.
2. Roll Call:
 - Present: Walter Bopp, Beth Herman, Susan Shin Gorelick, Carol Coleman, Steve Heath, Tom Farrell (members), Steve Saracino (Tree Warden), George Souza (Conservation Committee Liaison).
 - Absent: none
 - Observer: Darcy Magratten
3. Reading of Minutes. The minutes from the most recent meeting on December 17, 2019 were distributed electronically. Due to the passage of time and the turnover of members, the minutes were presented for information purposes only.
4. Introduction of Members. The carryover and new members each gave a brief presentation on their backgrounds and interests in the Committee.
5. Vote for Officers.
 - Tom Farrell made a motion to accept a slate of officers to include Walter Bopp as Chairman, Steve Heath as Vice Chairman and Beth Herman as Secretary. Susan seconded the motion. The motion passed unanimously.
6. New Business.
 - Haley Barber and Fiona Christie presented information about the Conanicut Island Sailing Foundation (CISF) tree-planting project being run by their Eco-Club. The goal of the project is to replace the amount of paper used annually by Jamestown schools through the planting of new trees. The club has partnered with an organization called Tree-Plenish to offer trees to both private residents and the Town of Jamestown. The available trees, which are 2' saplings, include Red Maple and Eastern Redbud, both of which are native to New England. Volunteers would plant them on Earth Day, April 24th. To date, 151 trees have been reserved by Jamestown residents, with an additional 50 available to the town at no cost.
 - A discussion followed as to potential town locations as well as the mechanics of planting, watering and protecting the trees from hungry

animals. Two locations discussed were the new bike path and the Tree Committee nursery, where the young trees could be sheltered until large enough to require less protection.

The Tree Committee suggested that CISF refer to the link on the Jamestown government website for the USDA Tree Owner's Manual to assist the volunteers in proper planting and care. The link will also be forwarded to CISF. The trees must be ordered by March 24th at latest, with preference for late February.

The committee agreed to follow up at the next meeting with a proposal to include the number of trees desired and their location.

7. Tree Warden Report (previously distributed electronically).
 - a. As noted above, Steve provided input on the CISF proposal.
 - b. Tree Nursery. Upkeep work will commence in March/April. An inventory is also required. Due to its location adjacent to the new bike path, the nursery will have higher visibility. A number of committee members expressed interest in taking a tour of the nursery. A suggestion was also made to enlist volunteers from the CISF club or the local schools to assist in maintaining the nursery.
 - c. America the Beautiful Grant 2021. Last year's grant was not submitted due to Covid. The proposal was to complete an inventory of trees on Narragansett Avenue. Steve is following up with RIDEM about grant availability and requirements, at which point he will report back to the committee. Applications are due on March 31, 2021. Susan suggested a potential inventory tool available at greenmap.org. The group also discussed the creation of an inventory of Trees of Significance / Champion Trees on the Island.
 - d. Arbor Day 2021. A location will be selected for this year's planting, which will occur on April 30, 2021. The Lawn School, site of the 2019 planting of a Sugar Maple, was quite successful and will be considered for an additional tree. The Committee will follow up with Dr. Duva, school superintendent.
8. Unfinished Business. Included in previous discussion.
9. Liaison and other reports. N/a.
10. Open Forum.

Walter recommended the Manual of Woody Landscape Plants by Michael Dirr as an excellent tree reference. It was noted that the

Oakland Forest and Meadow Preserve in Portsmouth contains old growth forest.

11. Next meeting. Due to scheduling conflicts, it was suggested that the meeting date be changed from the second Wednesday of the month to the third Wednesday. The time would remain at 6:45. Walter made a motion, Susan seconded. The motion was unanimously approved. The upcoming meeting schedule will therefore be

February 17, 2021

March 17, 2021

April 21, 2021

May 19, 2021

June 16, 2021

July 21, 2021

Meetings will continue via Zoom until such time as in-person meetings are advisable and permitted.

12. The meeting was adjourned at 8:15 PM.

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the June 22, 2021 Meeting

**A regular meeting of the Jamestown Zoning Board of Review was held June 22, 2021.
THIS MEETING Was TELECONFERENCED VIA ZOOM AND VIA TELEPHONE:**

The Chairman called the meeting to order at 7:00 p.m. The Chair called the roll and noted the following members present:

Richard Boren, Chair
Dean Wagner, Vice-chair
Edward Gromada, Member
James King, Member
Judith Bell, 1st Alt.
Alex Finkelman, 3rd Alt.

Also present: Host Cinthia Reppe, Planning Assistant
Brenda Hanna, Stenographer
William L. Moore, Zoning Officer
Wyatt Brochu, Counsel
Pat Westall, Zoning Clerk

MINUTES

Minutes of May 25, 2021

A motion was made by Edward Gromada and seconded by Judith Bell to accept the minutes of the May 25, 2021 meeting as presented.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Edward Gromada, James King and Judith Bell voted in favor of the motion.

Alex Finkelman was not seated and Terence Livingston and John Shekarchi were absent

CORRESPONDENCE

E-mail from William Moore, Zoning Officer, dated 6/11/2021 re: a request for continuance of CMS, a request for continuance of James King, and a request to withdraw without prejudice of Peter Gaynor.

CMS

A motion was made by Edward Gromada and seconded by Dean Wagner to continue the application of CMS to the July 27, 2021 meeting.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Edward Gromada, James King and Judith Bell voted in favor of the motion.

Alex Finkelman was not seated and Terence Livingston and John Shekarchi were absent

King

A motion was made by Judith Bell and seconded by Edward Gromada to continue the application of James King to the July 27, 2021 meeting.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Edward Gromada, Judith Bell, and Alex Finkelman voted in favor of the motion.

Terence Livingston and John Shekarchi were absent and James King was recused.

Gaynor

The application of Peter Gaynor was withdrawn by the applicant.

OLD BUSINESS

Clancy

A motion was made by Richard Boren and seconded by Edward Gromada to grant the request of David A. & Jennifer R. Clancy, whose property is located at 392 North Road, and further identified as Assessor's Plat 7, Lot 22 for a variance from Article 3, Section 82-302, district Dimensional Regulations, Table 3-2 and Article 6, Section 82-605, Variances Authorized by the Ordinance, to construct an addition to an existing dwelling which adds storage space, a bedroom and bath 5 feet from the Westerly property line along North Road (50 ft. required) and 38 feet from the southerly property line (40 ft. required).

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 600, SECTION 606, and SECTION 607, PARAGRAPH 2.

Section 82-606 provides – Conditions for Granting a Variance.

In granting a variance, the Zoning Board of Review shall require that evidence to the satisfaction of the following standards be entered into the record of the proceedings:

1. That the hardship from which the applicant seeks relief is due to the unique characteristics of the subject land or structure and not to the general characteristics of the surrounding area; and is not due to a physical or economic disability of the applicant;
2. That the hardship is not the result of any prior action of the applicant and does not result primarily from the desire of the applicant to realize greater financial gain;
3. That the granting of the requested variance will not alter the general character of the surrounding area or impair the intent or purpose of the ordinance [this chapter] or the comprehensive plan upon which the ordinance [this chapter] is based; and
4. That the relief to be granted is the least relief necessary.

Section 82-607 – Variance -Additional Restrictions.

The Zoning Board of Review shall, in addition to the above standards require that evidence be entered into the record of the proceedings showing that: (2) in granting a dimensional variance, the hardship that will suffered by the owner of the subject property if the dimensional variance is not granted shall amount to more than a mere inconvenience. That fact that a use may be more profitable or that a structure may be more valuable after the relief is granted shall not be grounds for relief.

This Variance is granted with the following restriction/conditions:

1. The project must be constructed in strict accordance with the site and building plans duly approved by this Board.
2. The existing garage and shed will be razed and removed.
3. No structure will in the future be erected along the southerly property line except for a possible wood shed no more than 7 feet high.
4. The Existing Appeal of the Clancys pending in Newport Superior Court, C.A. No.: NC 2018-0188 will be dismissed with prejudice after the appeal period from the granting of this application expires.

This Motion is based upon the following findings of fact:

1. The Clancy property is located in an R200 zone and contains 65,340 square feet.
2. The subject property is in the Windmill Hill Historic District, which consists of six historic farmsteads, an 18th century burying ground, the meeting house, the windmill, and the miller's cottage.
3. The subject property is the miller's cottage, which dates from 1787.
4. The miller's cottage has a footprint of 878 square feet and is approximately 31 feet x 22 feet, and with a smaller attachment 11 feet x 14 feet.
5. The first floor consists of two different spaces. There is a staircase, a flue, wood burning stove, and a small storage area less than 24 inches deep, constituting one space. The 11 feet x 14 feet attachment is the kitchen/living space.
6. On the second floor, which is 22 feet x 31 feet, there is a single bedroom used by three people and a washer and dryer. Because of the eaves, not all of the 22 feet x 31 feet is usable.
7. The Clancy's daughter has a bed on the second floor that is separated from her parent's bedroom by a screen. The daughter's space is 4 feet x 8 feet.
8. The miller's cottage does not contain a basement or an attic.
9. The Clancy's have owned the miller's cottage for 25 years.
10. In April 2003, a Variance for the Clancy property was granted with the restriction that no addition may be made to the existing house which are wider (north to south) or higher than the present house.
11. In 2019, a decision of the Zoning Board of Review denied the Clancy's a dimensional variance to build an addition east of the miller's cottage partially based upon the objection of the Jamestown Historical Society which owns the adjacent property to the windmill.
12. Subject to the aforescribed restrictions in this decision, the Jamestown Historical Society does not object to the current application.
13. The current application seeks to build an addition to the miller's cottage north of the existing house. The ground floor will be used for utilities, storing tractor, lawn and

garden equipment and general storage. The second floor will be a bedroom and bathroom. There will be some additional storage under the eaves. The ground floor footprint of the new structure will be 737 square feet with a roof height of approximately 23 feet 6 inches.

14. Shahin Barzin, a practicing and licensed architect for over 40 years, testified on behalf of the Clancys. Mr. Barzin described the neighborhood, the farmland, the windmill property, the existing home, and the significant distance to any other homes or farms.
15. Mr. Barzin testified that the miller's cottage is quite limited in living space and storage.
16. Mr. Barzin testified that the plan he designed is to create a barn-like addition to the north of the miller's cottage connected by a breezeway.
17. The addition will be completely within the set-back requirements.
18. Mr. Barzin presented photographic evidence and testimony that there was a barn in the past where the addition would be constructed.
19. When the vertical siding on the barn-like addition is weathered, it will be compatible with the miller's cottage.
20. Mr. Barzin testified that he was the Clancy architect for the prior application before the Zoning Board of Review and with this application he was attempting to address all of the prior concerns of the Zoning Board of Review.
21. In response to questioning, Mr. Barzin testified that the new application satisfied all of the conditions of 82-606 and 82-607, which the Board finds credible.
22. There were no objectors.

The motion carried by a vote of 5 -0.

Richard Boren, Dean Wagner, Edward Gromada, James King and Judith Bell voted in favor of the motion.

Alex Finkelman was not seated and Terence Livingston and John Shekarchi were absent

ADJOURNMENT

A motion was made and seconded to adjourn at 7:12 p.m.
The motion carried unanimously.