



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
**Rosamond A. Tefft Council Chambers**  
**93 Narragansett Avenue**  
**Monday, November 17, 2025**  
**6:00 P.M.**

**THIS MEETING WILL BE CONDUCTED IN PERSON ONLY.**

**THIS MEETING WILL BE LIVE STREAMED: To view the meeting with no interaction:**  
Live Stream

*The public is welcome to participate in Town Council meetings in several ways:*

- *Citizens are invited to speak on the topic of a Public Hearing which will be listed on the agenda.*
- *Citizens may speak during Open Forum to clarify or comment on an item on the agenda or address items not on the agenda.*
  - *A Citizen may schedule a Request to Address with the Town Council no less than seven day before the meeting in which they would like to appear. Their topic will be listed on the agenda and Town Councilors may respond to their comments.*
  - *Citizens may also simply request to speak in Open Forum at a Council meeting by raising their hands and being recognized by the Town Council President. (See below)*
- *At other times during a Town Council meeting, citizens may speak at the discretion of the Council President or of a majority of Councilors present.*

*Anyone wishing to speak should use the microphone at the front of the room and state their name and address for the record. Comments must be addressed to the Council, not the audience. The Town Council hopes that citizens and Councilors alike will be respectful of each other, and mindful of everyone's time. For those speaking on an agenda item, please note that this is the time reserved for councilors to discuss these items and your participation in the discussion is at the discretion of the Council.*

*Attachments for items on this meeting agenda are available to the public on the Town website calendar:*  
<https://jamestownri.gov/calendar>

**I. ROLL CALL**

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

**III. OPEN FORUM**

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

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

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

- A) Acknowledgements, Announcements, Presentations, Resolutions, And Proclamations: No items at this time.
  
- B) Open Forum – Water & Sewer Matters  
*Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibit the Town Council from discussing, considering, or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.*
  - 1) Scheduled request to address - None
  - 2) Non-scheduled request to address
  
- C) Report of Town Officials: Review, Discussion, and/or Action and/or Vote:
  - 1) Pumping Report
  - 2) Town Project Reports
    - a) Town Wells
    - b) Water Treatment Plant
    - c) Transfer Pumping/Reservoir
    - d) Distribution System
    - e) Wastewater Treatment Facility
  
- D) Letters and Communication:
  - 1) Review, Discussion, and/or Action and/or Vote: Letter dated November 3, 2025, from Kimberly and Bill McLaughlin of 74 Pemberton Avenue, requesting relief from their 10/2025 Water and Sewer bill.
  - 2) Review, Discussion, and/or Action and/or Vote: Letter dated November 4, 2025, from Jeffrey and Brenna Jordan of 13 Walcott Avenue and 19 Walcott Avenue, requesting relief from their 10/2025 Water and Sewer bills.
  - 3) Review, Discussion, and/or Action and/or Vote: Letter dated November 6, 2025, from Bill Salmons and Caroline Niemczyk of 115 Melrose Avenue, requesting relief from their 10/2025 Water and Sewer bill.
  
- E) Unfinished Business: No items at this time.
  
- F) New Business:
  - 1) Review, Discussion, and/or Action and/or Vote: Approval of the proposed amendments to the Board of Water and Sewer Commissioners Rules and Regulations.
    - a) Memorandum from Public Works Director Michael Gray regarding proposed amendments.
    - b) 17103.04 Jamestown- Rules and Regulations dated November 5, 2025, and original Jamestown – Rules and Regulations comparison.

- 2) Review, Discussion, and/or Action and/or Vote: Board of Water and Sewer Commissioner(s) setting of Annual Meeting Schedule (see attached).

G) Consent Agenda

*An item on the Consent Agenda need not be removed for simple clarification or correction of typographical errors. Approval of the Consent Agenda shall be equivalent to the approval of each item as if it had been acted upon separately for review, discussion, and/or potential action and/or vote. A Consent Agenda item or items may be removed by the Town Council sitting as the Board of Water and Sewer Commissioners for review, discussion, and/or potential action and or vote.*

- 1) Adoption of Minutes:
  - a) September 15, 2025 (regular meeting).
  - b) October 6, 2025 (regular meeting).

**The Town Council Adjourns from sitting as the Board of Water and Sewer Commissioners.**

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

- A) Resolutions and Proclamations: Review, Discussion, and/or Action and/or Vote: 2025-29, A Resolution Relative To Development of 11 Knowles Court For Affordable/Workforce Housing.

**VI. PUBLIC HEARINGS, LICENSES, AND PERMITS**

*The Town Council will review each license application and vote on it individually. All approvals for licenses and permits are subject to the resolution of debts, taxes, and appropriate signatures as well as, when applicable, proof of insurance.*

- A) Public Hearing: 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. The following Applications for RENEWAL have been received by the Town Council for licenses under said Act, for the year December 1, 2025, to November 30, 2026 (duly advertised in the Jamestown Press on October 16<sup>th</sup> and 23<sup>rd</sup>), upon resolution of debts, taxes, State approval and appropriate signatures. **Review, Discussion, and/or Action and/or Vote:**

- 1) Approval of Applications for Renewal of Class A (Package Store) Retail Liquor License:
  - a) Tunstall, LLC, dba: Grapes & Gourmet, 9 Ferry Wharf, (BL-16).
  - b) Varsha, Inc. dba: Jamestown Wine & Spirits, 30 Southwest Ave, (BL-11).
- 2) Set the Class A (Package Store) Retail Liquor License Cap at Two.

- 3) Approval of Application for Renewal of Class B Victualer Liquor Licenses:
  - a) Conanicut Restaurant Group II, LLC, dba: Beech, 13 Narragansett Avenue, (BL-35).
  - b) Crudo Jamestown, LLC, dba: Crudo Oyster Bar & Coastal Italian Kitchen, 14 Narragansett Avenue, (BL-32).
  - c) Jamestown Locos, LLC, dba: Narragansett Café, 25 Narragansett Avenue, (BL-4).
  - d) Jamestown Marina Beverage Operations, LLC, dba: One Ferry Wharf, 3 East Ferry Wharf, (BL-10).
  - e) New England Golf Course Management, Inc., dba: Jamestown Golf and Country Club, aka The Caddy Shack, 245 Conanicus Avenue, (BL-20).
  - f) Our Table, LLC, dba: Our Table, 53 Narragansett Avenue, (BL-25).
  - g) Slice of Heaven, Inc., dba: Slice of Heaven, 32 Narragansett Avenue, (BL-21).
  - h) The White Bread Company LLC, dba Standards, 40 Narragansett Avenue, (BL-15).
  - i) VHBC, LLC, dba: Village Hearth Bakery & Café, 2 Watson Avenue, (BL-34).
  
- 4) Set the Class B Victualer Liquor License Cap at Nine.
  
- 5) Approval of Application for Renewal of Class BT Tavern Liquor License:
  - a) JB's On the Water, LLC, dba: JB's On the Water, 150 Conanicus Avenue, (BL-14).
  
- 6) Set the Class BT Tavern Liquor License Cap at One.
  
- 7) Approval of Application for Renewal of Class D Full Club Liquor License:
  - a) Conanicut Yacht Club, 40 Bay View Drive, (BL-22).
  
- 8) Set the Class D Full Club Liquor License Cap at One.

**The Town Council Adjourns from Sitting as the Alcoholic Beverage Licensing Board**

- B) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Victualing and Entertainment License for the year December 1, 2025- November 30, 2026, upon resolution of debts, taxes, State approval, and appropriate signatures:
  - 1) Conanicut Restaurant Group II, LLC, dba: Beech (BL-18).
  - 2) Conanicut Yacht Club, (BL-22).
  - 3) Jamestown Locos LLC, dba: Narragansett Café, (BL-4).
  - 4) Jamestown Marina Beverage Operations, LLC, dba: One Ferry Wharf, (BL-10).
  - 5) JB's On the Water LLC, dba: JB's On the Water, (BL-14).

- C) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Victualing and Holiday License with Extended Hours for the year December 1, 2025- November 30, 2026, upon resolution of debts, taxes, State approval, and appropriate signatures:
- 1) Cumberland Farms #1108, (BL-7).
- D) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Victualing License for the year December 1, 2025- November 30, 2026, upon resolution of debts, taxes, State approval, and appropriate signatures:
- 1) A and J LLC, dba: East Ferry Deli, (BL-9).
  - 2) Ace's Pizza, Inc., (BL-26).
  - 3) Angel's Catering, (BL-19).
  - 4) McQuade's Market, (BL-23).
  - 5) New England Golf Course Management Inc., dba: Jamestown Golf and Country Club aka The Caddy Shack, (BL-20).
  - 6) Our Table LLC dba: Our Table, (BL-25).
  - 7) Slice of Heaven, Inc., dba: Slice of Heaven, (BL-21).
  - 8) Tunstall LLC, dba: Grapes & Gourmet, (BL-16).
  - 9) Varsha, Inc., dba: Jamestown Wine & Spirits, (BL-11).
  - 10) VHBC LLC, dba: Village Hearth Bakery & Café, (BL-34).
  - 11) The Whitebread Company LLC, dba: Standards (BL-15).
  - 12) Wicked Wisk, (BL-27).
- E) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Holiday License for the year December 1, 2025- November 30, 2026, upon resolution of debts, taxes, State approval, and appropriate signatures:
- 1) 5 Narragansett LLC, dba: Jamestown Hardware, (BL-13).
  - 2) Aihua, Inc. dba: Nails, (BL-8).
  - 3) TPG Marinas Yacht Brokerage LLC, dba: TPG Yacht Sales (BL-30).
  - 4) Urban Flowers LLC, dba: The Secret Garden, (BL-33).
- F) Review, Discussion, and/or Action and/or Vote: Approval of Renewal Applications that have been received by the Town Council for Arcade License/Multi-License and Holiday License for the year December 1, 2025- November 30, 2026, upon resolution of debts, taxes, State approval, and appropriate signatures:
- 1) Conanicut Marine Services, Inc., dba: Conanicut Gift Shop, (BL-2).

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

*Please Note the Following Items are Status Reports and Matters of Interest to the Council and are for Informational Purposes unless Indicated Otherwise:*

- A) Town Administrator's Report: Edward A. Mello
  - 1) RI Infrastructure Grant award to develop a Wastewater Treatment Climate Resilience Plan.
  - 2) Fort Getty Rates (New Business).
  - 3) NAGE 69 Contract (consent agenda).
  - 4) Harbor Budget and Rates 2026 (consent agenda)

**VIII. UNFINISHED BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: No items at this time.

**IX. NEW BUSINESS**

- A) Review, Discussion, and/or Action and/or Vote: Upcoming meetings, work sessions, budget work sessions, workshops, and other sessions; review and discussion, and/or potential action and/or vote
  - 1) Town Council Meeting setting of Annual Meeting Schedule (see attached).
  - 2) Jamestown Town Council Budget meeting date(s) preview (see attached).
  - 3) Annual Budget Work Session with Jamestown School Committee and School Department, pursuant to RIGL §16-2-21, to be scheduled on January 5, 2026.
- B) Review, Discussion, and/or Action and/or Vote: Presentation to the Town Council by Jamestown Sustainability Coordinator Carissa Mills, Town of Jamestown proposed Residential Composting Program and Residential Composting survey.
- C) Review, Discussion, and/or Action and/or Vote: At the request of Parks and Recreation Director DeFalco approval of the proposed 2026 Season Dates and Rates: (1) Fort Getty Season dates; and (2) Fort Getty Pavilion rate(s)
  - 1) Memorandum from Parks and Recreation Director DeFalco to the Town Council re: Parks and Recreation 2025 Season Rates and Dates.
- D) Review, Discussion, and/or Action and/or Vote: At the request of Councilor Meagher, review and discussion of possible amendments to the Short-Term Rental ordinance.

**X. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS**

A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote, duly advertised in the October 3<sup>rd</sup> and 10<sup>th</sup> editions of the Jamestown Press:

- 1) Beavertail State Park Advisory Committee, Two (2) member vacancy(s); with a three-year term ending 12/31/2028:
  - a) Letter of resignation received from Gordon Rapkin.
  - b) Interested Applicant(s):
    - i) Lisa Primiano, 2 term(s) and seeking reappointment
  
- 2) Conservation Commission, Three (3) member vacancy(s); with a three-year term ending 12/31/2028:
  - a) Letter of resignation/not seeking reappointment received from Joyce Antonello.
  - b) Interested Applicant(s):
    - i) Anne Kuhn Hines, 4 term(s) and seeking reappointment.
    - ii) Robert Laman, completed unexpired term, seeking reappointment.
  
- 3) Harbor Management Commission, Two (2) member vacancy(s); with a three-year term ending 12/31/2028:
  - a) Letter of resignation/not seeking reappointment received from Sue Romano.
  - b) Interested Applicant(s):
    - i) Dan Lilly, completed unexpired term, seeking reappointment.
    - ii) Wayne Banks, application received October 14, 2025.
  
- 4) Housing Authority, One (1) full-member vacancy, with a five-year term ending 12/31/2030:
  - a) Interested Applicant(s):
    - i) Amy Walsh, completed unexpired term, seeking reappointment.
    - ii) Wendy Mackie, application received October 27, 2025.
  
- 5) Juvenile Hearing Board, One (1) full-member vacancy; with a three-year term ending 12/31/2028;
  - a) Letter of resignation/not seeking reappointment received from Agnes Filkins.
  - b) Interested Applicant(s):
    - i) Daphne Meredith, application received October 27, 2025.
    - ii) Sally Schott, application received October 28, 2025.

- 6) Library Board of Trustees, Two (2) member vacancy, with a three-year term ending 12/31/2028:
  - a) Interested Applicant(s):
    - i) Ted Baldwin, 1 term, seeking reappointment.
    - ii) Mackenzie Richards, completed unexpired term, seeking reappointment.
    - iii) Ann Obrien, application received October 20, 2025.
  
- 7) Planning Commission, Two (2) member vacancy(s), a four-year term ending December 31, 2029:
  - a) Letter of Interest
    - i) Mick Cochran, 3 term(s), seeking reappointment.
    - ii) Bernd Pfeiffer, 3 term(s), seeking reappointment
    - iii) Christine Gentry, application received October 20, 2025.
  
- 8) Quonset Development Board, One (1) member vacancy; with a three-year term ending 12/31/2028:
  - a) Letter of resignation/not seeking reappointment received from Lisa Primiano.
  - b) Letter of Interest
    - i) Barrett Cavanagh, letter of interest received November 13, 2025.
    - ii) Lisa Lepore, letter of interest received November 13, 2025.
  
- 9) Senior Services Committee, One (1) member vacancy; with a three-year term ending 12/31/2028:
  - a) Letter of Interest
    - i) Wendy Mackie, application received October 27, 2025.
  
- 10) Tax Assessment Board of Review: One (1) alternate member vacancy; with a three-year-term ending 12/31/2028: No letters of Interest
  
- 11) Tick Task Force Ad Hoc, unspecified term: No letters of Interest
  
- 12) Tree Committee, One (1) unexpired member vacancy with a term ending 12/31/2026, and Two (2) member vacancy(s); with one a three-year term ending 12/31/2028:
  - a) Letter of resignation received from Darcy Magratten
  - b) Letter of Interest
    - i) Beth Herman, 2 term(s) and seeking reappointment
    - ii) Richard Kinsley, 1 term and seeking reappointment
    - iii) Sean Fitzgerald, application received September 8, 2025.
    - iv) Wendy Mackie, application received October 27, 2025.

- 13) Zoning Board of Review, One (1) full member vacancy, with a five-year term ending 12/31/2030; and three (3) alternate member vacancy\*, with a one year-term ending 12/31/2026:
  - a) Letter of Interest
    - i) James King, 1 term, full member, seeking reappointment
    - ii) John Shekarchi, alternate seeking reappointment
    - iii) Robert Maccini, alternate, seeking reappointment
    - iv) Lisa Lepore, seeing reappointment as a full member
    - v) Christine Gentry, application received October 20, 2025.
    - vi) Wendy Mackie, application received October 27, 2025

**\*Must designate applicants as 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> alternate.**

**XI. CONSENT AGENDA**

*An item on the Consent Agenda need not be removed for simple clarification or correction of typographical errors. Approval of the Consent Agenda shall be equivalent to the approval of each item as if it had been acted upon separately for review, discussion, and/or potential action and/or vote. A Consent Agenda item or items may be removed by the Town Council for review, discussion, and/or potential action and or vote.*

- A) At the recommendation of Town Administrator Mello, authorization to sign the NAGE 69 Collective Bargaining Agreement (CBA), effective July 1, 2025 – June 30, 2028.
- B) At the recommendation of the Jamestown Harbor Commission, approval of the proposed 2026 Harbor Permit Rates and the Harbor Fund Operating Budget 2026/2027.
- C) At the recommendation of the Conservation Commission, approval of the Town of Jamestown Right of Way (ROW) application submitted by Marianne Candito, for ROW G7: Hull Street.

D) Tax Assessor’s Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
19-0763-57	2025	REMOVED EXEMPTION- SOLD	\$ 3,687.64
01-0004-12	2025	UPDATED PROP. INFORMATION	-\$ 147.77
22-0186-01	2025	UPDATED PROP. INFORMATION	-\$ 786.78
12-0863-50	2025	CERT. OF OCCUPANCY	\$ 4,907.39
TOTAL ABATEMENTS TO TAX ROLL			-\$ 934.39
TOTAL ADDENDA TO TAX ROLL			\$ 5,032.39

- E) Abutter Notifications: Notice is hereby given that the Jamestown Zoning Board of Review will hold a public hearing on November 18, 2023, at the Jamestown Town Hall 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following:
  - 1) Application of Raphael S. Conte and Kelly L. Pizoli whose property is located at 0 Stanchion Avenue, Jamestown, RI 02835, and further identified as Tax Assessor’s Plat 15, Lot 278 for a Special Use Permit granted under Article 3 Section 82-301, 302, and 303 pursuant to Article 8 Section 82-800,

High Groundwater Table and Impervious Overlay District Sub-District A. Relief is requested in order to construct a four bedroom house with garage. Said property is located in a RR40 zone and contains +/- 14,400 square feet.

- F) Ratification of the Administratively approved One Day Event/Entertainment/ Vendor/Peddler/MFE license application(s):
- 1) Applicant: Jamestown Arts Center (ENT-25-65)  
Event: KINSELLAND Radio DJ Dance Party  
Date: November 8, 2025  
Location: 18 Valley Street
- G) All One-Day Event/ Entertainment license application approvals are subject to any COVID-19 protocols in effect at the time of the event:
- 1) Applicant: Conanicut Marine Services, Inc. (ENT-25-67)  
Event: Santa & Mrs. Claus Visit Jamestown Children  
Date: December 6, 2025 (rain dates: 12/7, 12/13, 12/14, 12/20, 12/21)  
Location: 1 E. Ferry to 20 Narragansett Avenue
  - 2) Applicant: Margaret Burse/Central Baptist Church(ENT-25-68)  
Event: Christmas Fair  
Date: December 6, 2025  
Location: 99 Narragansett Avenue
- H) Ratification of the Administratively approved Short-Term Rental application(s) for the period of January 1, 2026, through December 31, 2026, duly advertised in the October 30<sup>th</sup> and November 6<sup>th</sup> editions of the Jamestown Press; upon resolution of debts, taxes, State approval(s), and appropriate signatures:
- 1) STR-12 Janet Gargaro-Larson 15 Melrose Avenue
  - 2) STR-91 Jeffrey Gravdahl 28 Newport Street
  - 3) STR-107 Cheryl Levesque 6 Coronado Street
  - 4) STR-132 Kenneth Newman 23 Avenue B
  - 5) STR-172 Ian Prichett 19 Bridge View Drive
  - 6) STR-192 Paula Shevlin 24 Hamilton Avenue
  - 7) STR-198 Peter Miller 517 Seaside Drive

## **XII. 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: William W. Smith III  
Dated: November 3, 2025  
Re: Just Peace RI

- 2) Copy of letter to: Town Council  
From: James West  
Dated: November 4, 2025  
Re: Heads Beach playground
- 3) Copy of letter to: Town Council  
From: Karl Seelig  
Dated: November 5, 2025  
Re: Short-term rental located at 87 Bow St.
- 4) Copy of letter to: Peter Alviti/Pamela Cotter, RIDOT  
From: Jamestown Conservation Commission  
Dated: November 7, 2025  
Re: Great Creek Bridge Jamestown – STIP ID 9992

**XIII. OPEN FORUM**

- A) Continued (If necessary)

**XIV. ADJOURNMENT**

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

ALL NOTE: If communications assistance is needed or other accommodations to ensure equal participation, please call 1-800-745-5555, or contact the Town Clerk at 401-423-9800, via facsimile to 401-423-7230, or email to [rfagan@jamestownri.net](mailto:rfagan@jamestownri.net) not less than three (3) business days prior to the meeting. *Posted on the RI Secretary of State website on November 13, 2025.*