

**TOWN COUNCIL MEETING MINUTES**  
**Monday, December 1, 2025**  
**6:00 P.M.**

**I. ROLL CALL**

Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Mary G. Glackin, and Erik Brine. E. Edward Ross was absent.

Also, in attendance: Town Administrator Edward A. Mello, Solicitor Peter Ruggiero, Finance Director Christina Collins, Chief Jamie Campbell, Public Works Director Michael Gray, Town Planner Lisa Bryer, and Town Clerk Roberta Fagan.

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

A regular meeting of the Jamestown Town Council was held on December 1, 2025. Town Council President Beye called the meeting of the Jamestown Town Council to order at 6:00 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

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

- A) Acknowledgements: Jamestown Police Department promotion presentation:  
1) Patrol Officer Robert Winsor promoted from Patrol Officer to the rank of Sergeant.

Chief Jamie Campbell conducted the promotion presentation:

*"Good evening members of the Town Council, Town Administrator Mello, and members of the public. Tonight, the Jamestown Police Department is proud to take part in a promotional ceremony for the position of Sergeant. This vacancy arose several weeks ago following the departure of Sgt. Chad Specht, who moved on to pursue new opportunities after dedicating eight years of honorable service to our community. Tonight, it is with great pride that I stand before you as we promote Patrol Officer Robert Winsor to the rank of Sergeant. Officer Winsor will begin working our department's swing shift, which incorporates two nights on 2nd shift and two nights on 3rd shift. Rob Winsor was born and raised in North Kingstown. After graduating from North Kingstown High School, he served in the United States Air Force. During his enlistment, he was stationed at Kadena Air Force Base in Okinawa, Japan, where he served as an Air Traffic Controller. After he left the Air Force in 1990, he immediately began his career in law enforcement as an officer in the Richmond Police Department until 1994, when he joined the Pawtucket Police Department. During his tenure there, he rose through the ranks, serving as a patrol sergeant from 2002 to 2008, and was then promoted to Detective Sergeant until his retirement in 2014. During his tenure in Pawtucket, he was a member of the SWAT team, a sworn special-duty Marshal for the US Marshals Service, and a firearms range instructor. Rob sat on the board for the Pawtucket Police Union and held the position of Treasurer for the RI FOP. After retirement, he entered the higher education sector of Law Enforcement, where he served as the Chief of Police at Lasell/Mt. Ida College and Wheaton College. After realizing he missed hands on Law Enforcement, he joined the Jamestown*

*Police Department in October of 2021. Rob currently serves as the department's ALICE trainer, Certified FAA drone operator, range instructor, and fleet manager. Rob holds a bachelor's degree in administration of justice from Roger Williams University and a master's degree in law enforcement leadership from Salve Regina University. Rob brings a wealth of knowledge and experience to his new position, and we look forward to Sgt. Winsor mentoring those officers under his command. Tonight, Rob is joined by his wife, Andi, who will be pinning his badge.*

Town Council President Nancy Beye administered the oath to Sergeant Robert Winsor.

#### **IV. OPEN FORUM**

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

Bob Plain, Calvert Street, clarified that comments would be accepted later on in the agenda related to 11 Knowles Court.

A motion was made by Councilor Meagher, with a second by Vice President Brine, to convene as the Town Council sitting as the Alcohol Beverage Licensing Board and to open the public hearing. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; and Councilor M. Glackin, Aye.

#### **V. PUBLIC HEARINGS, LICENSES, AND PERMITS**

- A) Public Hearings: Town Council Sitting as the Alcohol Beverage Licensing Board  
NOTICE: Is hereby given by the Town Council of Jamestown, being the Licensing Board in said Town: Pursuant to RIGL §3-7-14, the following license application (F-25-23) has been received under said Act for a one-day license on December 11, 2025:

##### **CLASS F (NON-PROFIT)**

Out of the Box Studio & Gallery/Looking Upwards  
11 Clinton Avenue  
Jamestown, RI 02835

- 1) Review, Discussion, and/or Action and/or Vote for Approval of the Out of the Box Studio & Gallery/Looking Upwards One-Day CLASS F (NON-PROFIT) LIQUOR LICENSE (Number 5 of 12 licenses per calendar year issued per RIGL§3-7-14).

A motion was made by Councilor Meagher with a second by Vice President Brine, to approve the Out of the Box Studio & Gallery/Looking Upwards One-Day Class F Liquor License scheduled for December 11, 2025 taking place at 11 Clinton Avenue. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; and Councilor M. Glackin, Aye.

A motion was made by Councilor Meagher with a second by Vice President Brine, to adjourn from sitting as the Alcohol Beverage Licensing Board. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; and Councilor M. Glackin, Aye.

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

A) Town Administrator's Report: Edward A. Mello

1) Short-term rental (STR) summary

There are 129 approved STRs for the 2026 calendar year. There are 10 pending approval. The deadline to apply for the 2026 calendar closed on October 1, 2025. Most of the 139 properties are subject to an inspection by the Fire Marshal before final approval.

- Private well- 44 properties
- Public water system-95 properties
- OSWTS-46 properties
- Located in Commercial Downtown District-19 properties
- Non-resident owned-51 properties
- Owner occupied-35 properties
- Owned by resident but not occupied by owner-24 properties

Town Administrator Mello noted that the town administration would begin reviewing the STR ordinance, though they are awaiting outcomes from three pending court cases in Rhode Island and recommendations from a joint study commission appointed by the General Assembly, which is expected to report in January.

## **VII. UNFINISHED BUSINESS**

A) Review, Discussion, and/or Action and/or Vote: Review, Discussion, and/or Action and/or Vote: At the request of Councilor Meagher, review and discussion of potential uses of the Town-owned property at 11 Knowles Court.

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

Councilor Meagher presented several potential options for the town-owned property at 11 Knowles Court, providing detailed information about the lot, its existing conditions, and zoning status. She presented four main options:

- Renovating the existing ambulance barn building: Councilor Meagher estimated renovation costs around \$500,000 based on comparable town projects, but noted the building's specific design for emergency services might increase costs. She questioned whether this would be the best use of the property.
- Converting the property to a parking lot: This option could accommodate 33 cars (21 more than currently), but Councilor Meagher questioned whether additional parking was truly needed downtown, suggesting that Jamestown might have "a walking problem, not a parking problem."
- Selling the property: The property is assessed at approximately \$685,000, but Councilor Meagher questioned whether selling a prime town property for development of high-end housing (likely limited to 3 units to avoid affordable housing requirements) was in the town's best interest.

- Developing affordable/workforce housing with harbor offices: Meagher's preferred option would create 10-11 units of affordable housing along with space for harbor offices in a three-story building similar in size to other downtown structures. The project would include parking spaces for residents and some public parking.

Councilor Meagher showed examples of existing buildings in Jamestown for comparison, including 63 Narragansett Avenue, 29 Narragansett Avenue, Baker's Pharmacy, and Hammett Court. She emphasized that federal funding would require that 51% of units serve residents making 80% of the HUD median income (approximately \$73,000 for a couple or \$82,000 for a household of three). The remaining units could be prioritized for groups like fire department volunteers or town employees.

Councilor Meagher stressed that the proposed resolution would not bind the Town Council to any specific plan but would prioritize the site for affordable housing development, enabling the town to pursue grants and demonstrate commitment to affordable housing developers. She emphasized the increasing unaffordability of Jamestown, particularly in the last six years, and the need for action to maintain the town's community character.

Vice President Brine expressed strong support for the proposal, noting that only two police officers currently live in town and that affordable housing would help attract and retain essential town employees. Councilor Glackin also supported moving the project forward.

President Beye clarified that her previous request to delay action was about process and transparency, not opposition to the proposal. She noted she had received no feedback from residents since the last meeting.

Paul Sprague (11 Mass Street) suggested that Knowles Court might not be the ideal location and offered to discuss potentially using his North Road property for affordable housing, which he believed could accommodate up to 16 units.

Bob Plain (18 Calvert Place) expressed strong support for the affordable housing proposal, noting that community diversity was being lost and that affordable housing is a critical need.

Town Administrator Mello requested clarification that the resolution would not commit exclusively to Weston and Sampson as consultants, which Councilor Meagher confirmed.

A motion was made by Councilor Meagher with a second by Vice President Brine, to approve Resolution 2025-29, A Resolution Relative To Development of 11 Knowles Court For Affordable/Workforce Housing. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; and Councilor M. Glackin, Aye.

## **VIII. NEW BUSINESS**

No Items at this time.

## **IX. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS**

No Items at this time.

**X. CONSENT AGENDA**

- A) Minutes of Boards/Commissions/Committees
  - 1) Affordable Housing Committee, October 15, 2025.
  - 2) Harbor Management Commission, October 8, 2025.
  - 3) Jamestown Housing Authority, October 8, 2025.
  - 4) Jamestown Housing Authority, 2026 Annual Meeting Calendar.
  - 5) Planning Commission, October 15, 2025.
  - 6) Planning Commission, November 5, 2025.
  - 7) Zoning Board of Review, October 28, 2025.

B) Tax Assessor’s Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
11-0041-76M	2020	SOLDIER & SAILOR EXEMPT	-\$ 53.09
22-0293-03	2025	REMOVED EXEMPTION-	\$ 125.00
<b>TOTAL ABATEMENTS TO TAX ROLL</b>			<b>-\$ 53.09</b>
<b>TOTAL ADDENDA TO TAX ROLL</b>			<b>\$ 125.00</b>

C) 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: Rhode Races & Events, Inc. (ENT-25-63)  
 Event: Jamestown Half Marathon  
 Date: September 26, 2026  
 Location: Fort Getty/various Jamestown roads.
- 2) Applicant: Out of the Box Gallery & Studio (ENT-25-68)  
 Event: Christmas Fair  
 Date: December 6, 2025  
 Location: 99 Narragansett Avenue
- 3) Applicant: Jamestown Parks & Recreation (ENT-25-70)  
 Event: Jamestown Tree Lighting  
 Date: December 6, 2025  
 Location: East Ferry
- 4) Applicant: Conanicut Island Art Association (ENT-25-71)  
 Event: Conanicut Island Holiday Art & Craft Fair  
 Date: December 6, 2025  
 Location: Jamestown Schools/Lawn Avenue Gymnasium

D) 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-43 Jonathan Hough 143 Longfellow Road
- 2) STR-110 Michael Allen 37 Newport Street
- 3) STR-169 Stephen Puerini, Jr 98 Clinton Avenue
- 4) STR-194 Alexander Blake 10 Rub Street

Councilor Meagher read aloud each Short-Term Rental host application name and address, asking those in attendance for any objections or comments to be known.

A motion was made by Councilor Meagher with a second by Vice President Brine, to approve the Short-Term Rental applications for licensing as listed on the Consent Agenda. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; and Councilor M. Glackin, Aye.

A motion was made by Councilor Meagher with a second by Vice President Brine, to accept the Consent Agenda. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor M. Glackin, Aye; and Councilor Meagher, Aye.

Communications were acknowledged.

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

### **A) Communications Received:**

- 1) Copy of letter to: Town Council  
From: Protect Conanicut Coastline- Board of Trustees  
Dated: November 11, 2025  
Re: Great Creek Road Project: Community Forum
- 2) Copy of letter to: Town Council  
From: Marilyn Munger  
Dated: November 24, 2025  
Re: 11 Knowles Court
- 3) Copy of email to: Town Council  
From: James Burgess  
Dated: November 25, 2025  
Re: 11 Knowles Court

## **XII. OPEN FORUM**

### **A) Continued (If necessary)**

Stewart Ross, 1026 East Shore Road, representing Protect Conanicut Coastline and members of the Jamestown Conservation Commission, requested Council support for a community forum on the proposed Great Creek project. He expressed concern that RIDOT might be moving forward with plans without proper community input. The forum would include stakeholders, bridge experts, climate experts, and environmental experts to discuss priorities like marsh restoration, bike/pedestrian access, and emergency evacuation plans. Mr. Ross requested that the Council place this item on the next meeting agenda and ultimately provide concrete direction to RIDOT based on community input.

### **XIII. ADJOURNMENT**

A motion was made by Vice President Brine with a second by Councilor Meagher to adjourn at 6:40 p.m. Vote: President Beye, Aye; Vice President Brine, Aye; Councilor Meagher, Aye; Councilor E. Ross, Aye; and Councilor M. Glackin, Aye.

Attest:

*/s/ Roberta J. Fagan*

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