

**WORKING FINAL AGENDA
TOWN COUNCIL
TELEPHONIC AND/OR VIDEO REMOTE REGULAR MEETING
May 10, 2021 at 7:00 p.m.**

LOCATION:

<https://charlestownri.webex.com/charlestownri/onstage/g.php?MTID=efd89d1ca17926c85096cae4439fc7dce>
OR

Dial: 1-844-992-4726

Event ID: 132 136 2312

Event Password: ctown4540

NOTICE

This meeting is being held virtually.

In the event that electronic coverage of this meeting is interrupted,
a new meeting will be scheduled with the required notice and advertisement pursuant to State Statute.

ALL DOCUMENTATION AND ATTACHMENTS ARE AVAILABLE FOR REVIEW AT

<http://www.charlestownri.iqm2.com/Citizens/default.aspx>

Deborah A. Carney, Cody W. Clarkin, Susan J. Cooper, Grace F. Klinger, Bonnie VanSlyke

CALL TO ORDER, Moment of Silence, Pledge of Allegiance

ROLL CALL

PROCLAMATIONS

A. Discussion and Potential Action Regarding a Certificate of Appreciation for Janice Falcone in Honor of Her 90Th Birthday on May 26, 2021

PRESENTATIONS

A. Discussion and Potential Action Concerning a Presentation from Caswell Cooke, or a Representative from Rhode Island Commerce, Special Projects Advisor to Governor McKee, Concerning PPP and the Current Small Business Relief Grant Program

REPORTS

A. Update on COVID-19 Continued Plans and Preparations and the State of Emergency in Charlestown from Director of Charlestown Emergency Management Agency, Kevin Gallup and Town Administrator Mark Stankiewicz

CONSENT AGENDA

All items marked with "CA" are to be considered placed on the consent agenda and may be approved as a block. The Consent Agenda may be voted on as a block or individual items may be removed for individual action, discussion and/or potential vote.

In the event that an item is removed from consent, it will not be discussed but carried forward to a future agenda for possible action.

Motion to accept, approve and place on file the following as the consent agenda: "CA" A - "CA" K

"CA" A. Town Council Minutes:

1. April 7, 2021 (Agenda Meeting)
2. April 12, 2021 (Regular Meeting)
3. April 14, 2021 (Joint Public Hearing with the Planning Commission on the Comprehensive Plan)
4. April 19, 2021 (Continued Joint Public Hearing with the Planning Commission on the Comprehensive Plan)
5. April 21, 2021 (Special Meeting – Town Wide Survey Draft)
6. April 26, 2021 (Second Monthly Regular Meeting)

"CA" B. Reports:

1. Town Administrator
2. Building Official - April 2021
3. Police Chief - April 2021
4. Public Works Director – April 2021
5. Town Clerk - April 2021
6. Treasurer's Report - March 2021

"CA" C. Extension of the Declaration of the State of Emergency, Approved at the Regular Meeting of the Charlestown Town Council on April 12, 2021, through June 14, 2021, Unless Revoked Earlier

“CA” D. Acceptance of the Resignation of Jeffrey Scott Burns from the Coastal Ponds Management Commission with Regret.

“CA” E. Appointment of Cathy S. Solomon and Sandra Puchalski to the Affordable Housing Commission, Terms to Expire in September of 2022

“CA” F. Appointment of Neil Wardley to the Wood-Pawcatuck Wild and Scenic Rivers Stewardship Council, Term to Run Concurrent with the Town Council’s Term

“CA” G. Approval of the Solid Waste and Recycling Services Agreement Between the Rhode Island Resource Recovery Corporation and the Town of Charlestown from July 1, 2021 through June 30, 2023, and Authorization of the Town Administrator and Town Treasurer, Each, to Take Any and All Such Actions, and Execute and Deliver Such Certificates, Receipts or Other Documents as May be Necessary to Carry into Effect the Foregoing, or Any Action Relative Thereto

“CA” H. Extension Award of the Senior/Community Center Cleaning Bid to Mark Russo for \$32 Per Day Regular Rate and \$45 Per Diem Emergency Rate for the 2022 Fiscal Year, as Budgeted in Line Item 01.800.6065 (Charlestown Senior/Community Center Purchased Services), and Authorization of the Town Administrator and Town Treasurer, Each, to Take Any and All Such Actions, and Execute and Deliver Such Certificates, Receipts or Other Documents as May be Necessary to Carry into Effect the Foregoing, or Any Action Relative Thereto

“CA” I. Award of the Materials and Services Bid as Recommended by the Director of Public Works, as Budgeted in the General Fund Budget, and Authorization of the Town Administrator and Town Treasurer, Each, to Take Any and All Such Actions, and Execute and Deliver Such Certificates, Receipts or Other Documents as May be Necessary to Carry into Effect the Foregoing, Or Any Action Relative Thereto

“CA” J. Approval of the Extension of the Following One (1) Year Contracts for Professional Trade Services to the Town of Charlestown, for an Additional Two (2) Years by Mutual Agreement, Pursuant to the Bid Option as Provided in 2020, through the Competitive Bidding Process, and Authorization for the Town Administrator to Sign the Contracts, with Funding from Line Item 01.630.6065 (Buildings & Grounds – Purchased Services) as Budgeted:

1. Shoreline Sanitation (Septic Pumping)
2. LaFramboise Water Service (Water Systems Management)

“CA” K. Approval of an Application for a Mobile Food Establishment License from Butter Head to Operate at 4820 Old Post Road, Subject to Receipt of All Required Paperwork and Approvals

PUBLIC COMMENT for items not on the Agenda

FISCAL MATTERS

A. Discussion, Review and Potential Action Regarding the Adoption of the FY 2021-22 Budget, Submitted to Budget Public Hearing in the Amount \$16,734,690, for Submission to the Voters at the Financial Town Referendum on June 7, 2021. The Town Council May Discuss, Review, Revise, Amend, Reallocate, Modify or Otherwise Revise the Budget Prior to Their Action to Adopt the Budget for Submission to the Voters at the Financial Town Referendum, Pursuant to the Relevant Provisions of the Town’s Charter

B. Discussion and Potential Action Regarding the Placement of Bike Racks on Charlestown Beach Road on Town Owned Lots - Map 9, Lot 42; Map 2, Lot 1 (Blue Shutters Beach); Map 9, Lot 8 And/Or 129 (Charlestown Town Beach), as Recommended by the Parks and Recreation Commission in the Amount of \$32,000.00, with Funds to be Taken from Town Council Contingency Account 01.960.9625.0000

COUNCIL SITTING AS BEVERAGE LICENSING BOARD

Motion to sit as the Beverage Licensing Board

A. Public Hearing and Potential Action Regarding the Following Application for Beverage License:

Wilcox Operations LLC d/b/a Wilcox Tavern, to apply to premises located at 5153 Old Post Road - Class BV Full. Designated premises: restaurant and outdoor patio space only; daily from 11:00 am to 11:00 pm.

B. Discussion and Potential Action to Set the Following Cap on Beverage Licenses Within the Town of Charlestown:

- Class A: 2
- Class BV Full: Increase from 6 to 7
- Class BV Limited: 2
- Class BV Tavern: 1
- Class C: 1
- Class D: 1
- Class D Ancillary: 1

Motion to adjourn as the Beverage Licensing Board

LICENSES AND PERMITS

A. Public Hearing and Potential Action Regarding the Following Application Received for General Entertainment Licenses for the Following Beverage License Applicant:

1. **Wilcox Operations LLC d/b/a Wilcox Tavern** - Hours of General (Indoor/Outdoor) Entertainment: Daily, Noon - 10:00pm

B. Discussion and Potential Action Regarding the Approval of the Following Events at Ninigret Park and Waiver of §108-4 and §108-5 of the Charlestown Code of Ordinances, as Recommended by the Parks and Recreation Commission Subject to Review of Contracts by the Town Solicitor, Receipt of All Applicable Paperwork and Insurance and that All Event Details

Are Satisfactorily Met by the Parks and Recreation Director, subject to compliance with all State regulations regarding COVID-19 that are in effect on the dates of the event:

1. Event: Sunshine Criterium - Swansea Velo Club

Event Dates: July 24, 2021

Camping: NA

Insurance: \$1 Million General Liability

Fee: Waived

2. Event: Maddie Potts Fitness Challenge - Maddie Potts Foundation

Event Dates: August 14, 2021

Camping: NA

Insurance: \$1 Million General Liability

Fee: Waived

UNFINISHED BUSINESS

A. Discussion and Potential Action Regarding Possible Fencing And/Or Signage at Town Owned Property on Charlestown Beach Road, Assessor's Map 9, Lot 42, for Boundary Marking and Possible Dune Restoration

B. Update, Discussion and Potential Action Concerning Signage on Map 9, Lot 19, Located on Charlestown Beach Road

C. Discussion and Potential Action Concerning Approval of the Charlestown 20-Mile Be-Fit Road Bike Tour, as Requested by the Parks and Recreation Commission

ORDINANCES AND RESOLUTIONS

A. Discussion and Potential Action Regarding Approving a Resolution Relating to the Use of the Results of the Town Wide Survey and Their Incorporation, as Appropriate, in the Comprehensive Plan

ANNOUNCEMENTS

A. Board, Commission and Committee Vacancies and Term Expirations:

Affordable Housing Commission - 1 Vacancies; 2 Term Expirations (September 2017; September 2020)

Building Commission - 4 Vacancies; 1 Term Expiration (November 2017)

Coastal Ponds Management Commission - 1 Vacancy

Employee Appeal Board - 3 Vacancies

Friends of Ninigret Park Subcommittee - 3 Term Expirations (members at large - March 2017; March 2020; March 2021); 2 Vacancies (Parks and Rec members); 1 Vacancy (EIC member)

Juvenile Hearing Board - 1 Term Expiration (1 - February 2018); 1 Vacancy

Mosquito Abatement - 4 Vacancies

Ninigret Park Dog Park Facility Subcommittee - 1 Term Expiration

Senior Citizens Commission - 3 Term Expirations (January 2021); 2 Vacancies

Tax Assessment Board of Review - 1 Vacancy (full member, up to 2 Alternates)

Tree Committee - 5 Vacancies

Tree Warden - 1 Vacancy

Wastewater Management Commission - 2 Vacancies; 1 Term Expiration (January 2021)

Wood Pawcatuck Wild and Scenic Rivers Stewardship Council - 1 Vacancy

B. Financial Town Referendum Voting Dates and Deadlines:

VOTING OPTIONS

1. Mail Ballot Applications: through June 7, 2021

• Mail Ballots will be mailed to all active voters by Friday, May 21, 2021

• Mail Ballots must be returned by 8:00pm on Monday, June 7, 2021 either to the Charlestown Board of Canvassers by mail, in person or in the drop box at the entrance of the Town Hall.

• The Charlestown Board of Canvassers will begin certifying Mail Ballot returns at a date and time to be determined and publicly noticed.

• The Charlestown Board of Canvassers will tally Mail Ballot returns on June 7, 2021 from 8:00am to 8:00pm

2. In Person Voting - June 7, 2021 - 8:00am - 8:00pm

All Voting Districts: Charlestown Town Hall, 4540 South County Trail, Charlestown RI.

ADJOURNMENT

The Public is welcome to any meeting of the Town Council. If communication assistance (readers/interpreters/captions) is needed or any other accommodation to ensure equal participation, please contact (711-364-1210) at least three (3) business days prior to the meeting.

To be Advertised in the Westerly Sun: May 8, 2021

To be Posted at SOS, IQM2 and at Town Hall: May 6, 2021