



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, October 6, 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. TOWN COUNCIL SITTING AS THE BOARD OF WATER AND SEWER COMMISSIONERS

- A) **New Business: Review, Discussion, and/or Action and/or Vote:** At the recommendation of Public Works Director Michael Gray Award Bid for Meter Replacement to F.W. Webb for the base bid to furnish new water meters and Advanced Meter Infrastructure (AMI) system installation as provided in their proposal with a 10-year operation and maintenance (O&M) cost for a total amount not to exceed \$585,564.50, utilizing ARPA funding.
 - 1) Memorandum from Public Works Director Michael Gray regarding Meter Replacement Project/Recommendation of Bid Award.

IV. 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.

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

- A) Review, Discussion, and/or Action and/or Vote: Proclamation 2025-27, recognizing September 24, 2025, as the 75th Anniversary of Visiting Nurse Home and Hospice.

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 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-25-21) has been received under said Act for a one-day license on October 3, 2025:

CLASS F (NON-PROFIT)

Jamestown Arts Center
18 Valley Street
Jamestown, RI 02835

- 1) Review, Discussion, and/or Action and/or Vote: Ratification of administratively approved Jamestown Arts Center One-Day CLASS F (NON-PROFIT) LIQUOR LICENSE (Number 12 of 12 licenses per calendar year issued per RIGL§3-7-14).

Town Council Adjourns from sitting as the Alcohol Beverage Licensing Board

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) Community Development Block Grants (CDBG) Funding
 - 2) Assistance to Firefighters Grant (Consent Agenda)
 - 3) North End Fire Station (New Business)
 - 4) 73 Pemberton Avenue (New Business)
 - 5) RIDOT
 - 6) Discover Newport
 - 7) United States Army Corps of Engineers (USACOE)
 - 8) Utility Pole Replacement Project.

VIII. UNFINISHED BUSINESS

No items at this time.

IX. NEW BUSINESS

- A) Review, Discussion, and/or Action and/or Vote: At the request of Town Administrator Mello and Chief Tighe, approval to proceed and fully consider the proposed North End Fire Station to be located on North Main Road, Lot 4, Plat 6:
 - 1) Strengthening Jamestown’s Fire Station Strategy presentation.

- B) Review, Discussion, and/or Action and/or Vote: Approval for the proposed purchase and sales agreement between the Town of Jamestown and Kathryn L. Koken and John P. Preece for the acquisition of 73 Pemberton Avenue, for the purpose of converting it to an affordable housing unit. The proposed project would include (1) the subdivision of the existing lot into two lots; and (2) the purchase of one lot (referred to as Plat 8 Lot 766, Lot A), including the existing house, at a total cost of \$475,000. This purchase will be funded through Community Development Block Grant (CDBG) funds, with \$245,000 awarded from the grant. The remaining \$230,000 will be paid from the Jamestown Affordable Housing Trust Fund. The Town would advance the seller \$118,750 upon execution of the purchase and sales agreement, according to all contingencies, and final review by Solicitor Peter Ruggiero.

X. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS

- A) Appointments, Vacancies, and Expiring Terms; Review, Discussion, and/or Action and/or Vote:
 - 1) Jamestown Tick Task Force Ad Hoc Committee, three (3) member vacancy duly advertised in the Jamestown Press:
 - a) Interested applicant(s):
 - i) Maxine Bornstein, application received September 18, 2025, interview to be scheduled.

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) Town Council Minutes:
 - 1) June 2, 2025 (Financial Town Meeting).
 - 2) September 3, 2025 (Regular Meeting/Executive Session)

- B) Minutes of Boards/Commissions/Committees
 - 1) Jamestown 250th Commission, August 27, 2025.
 - 2) Affordable Housing Committee, August 20, 2025
 - 3) Harbor Management Commission, August 20, 2025

- C) At the request of Town Administrator Mello, approval of the request to accept the Assistance to Firefighters Grant to the Town of Jamestown/Fire Department in the amount of \$285,714 for the purchase of self-contained breathing apparatus equipment.

- D) At the request of Town Planner Lisa Bryer, award of the Jamestown School Grounds and Safe Routes to School Improvements Project to Mill City Construction, Inc., in an amount not to exceed \$699,875.30, contingent on authorization from the Rhode Island Department of Transportation.

E) Tax Assessor’s Abatements and Addenda of Taxes

ABATEMENT/ADDENDA TO THE TAX ROLL			
ACCT	TAX YEAR	ACCOUNT INFORMATION	AMOUNT
08-0370-00	2025	REMOVED EXEMPTION-SOLD	\$ 187.50
16-0259-01	2025	CERT. OF OCCUPANCY	\$ 2,133.72
06-0277-15	2025	CERT. OF OCCUPANCY	\$ 2,484.43
13-1508-62	2025	CERT. OF OCCUPANCY	\$ 1,489.51
20-0534-00	2025	CERT. OF OCCUPANCY	\$ 1,764.54
13-1631-25	2025	CERT. OF OCCUPANCY	\$ 3,385.87
01-0002-20	2025	CERT. OF OCCUPANCY	\$ 598.93
01-002-21	2025	CERT. OF OCCUPANCY	\$ 413.86
07-0100-00	2025	CERT. OF OCCUPANCY	\$ 1,866.61
03-0540-38	2025	CERT. OF OCCUPANCY	\$ 3,587.75
TOTAL ABATEMENTS TO TAX ROLL			-\$ 0.00
TOTAL ADDENDA TO TAX ROLL			\$17,903.72

- F) Approval of Pole Placement/Grant of Easement Request the Narragansett Electric & Verizon New England, Inc. Respectfully asks permission to locate and maintain poles, wires, and fixtures, including the necessary sustain and protecting fixtures to be owned and used in common by you petitioner along and across the following public ways: 245 Conanicus Avenue, Lot 12, Plat 128, for (2) proposed 12’ lead anchors, pole approximately 13’ from edge of road. Anchors will fall approximately 10’ onto the property with directions E and SE off of the existing pole.

- G) Approval of Conduit Placement Request by Verizon New England. Respectfully asks permission to lay and maintain underground conduits and manholes, with the wires and cables to be placed therein, under the surface of the following public way or ways as requested in Petition of said Company dated the 1st day of October, 2025: Bay View Drive (“1A7G3WU_Petition Plan); W. Bay View Drive (1A7G3XM Petition Plan), W. Passage (1A7G3XM Petition Plan), and Steam Boat Street (1A7G3CWPetition Plan).
- H) Ratification of previously approved request of the Town Policy: 120.01 Community AED Grant Program.
- I) Ratification of the Administratively approved One Day Event/Entertainment license application(s):
 - 1) Applicant: Jamestown Arts Center (ENT-25-57)
Event: Manhattan Short Film Festival
Date: October 3, 2025

Location: 18 Valley Street
 - 2) Applicant: Jamestown Arts Center (ENT-25-58)
Event: Manhattan Short Film Festival
Date: October 4, 2025
Location: 18 Valley Street
- J) Ratification of the Administratively approved Short-Term Rental application(s) for the period of January 1, 2025, through December 31, 2025, duly advertised in the September 18th and 25th editions(s) of the Jamestown Press; upon resolution of debts, taxes, State approval(s), and appropriate signature(s):
 - 1) STR-131 McKenzie Montazemi 2 Scull Street

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: Heidi Hild
Date: September 10, 2025
RE: Two-tier Tax Rate
 - 2) Copy of letter to: Town Council
From: Richard Doyle
Date: August 21 and September 30, 2025
RE: Two-tier Tax Rate
 - 3) Copy of letter to: Town Council
From: Lynne and Greg Hunter
Date: September 9, 2025
RE: Two-tier Tax Rate

- 4) Copy of letter to: Town Council
From: Mary Atamian
Date: September 10, 2025
RE: Two-tier Tax Rate
 - 5) Copy of letter to: Town Council
From: Christine Niven
Date: September 15, 2025
RE: Two-tier Tax Rate
 - 6) Copy of letter to: Town Council
From: Marje and Fermo Bianchi
Date: September 14, 2025
RE: Two-tier Tax Rate
 - 7) Copy of letter to: Town Council
From: Edmund Sybertz and Sharon Purdie
Date: September 25, 2025
RE: Two-tier Tax Rate
 - 8) Copy of letter to: Town Council
From: Gordon Rapkin
Date: September 25, 2025
RE: Two-tier Tax Rate
 - 9) Copy of letter to: Town Council
From: Chick and Alexis Pyle
Date: September 30, 2025
RE: Two-tier Tax Rate
 - 10) Copy of letter to: Town Council
From: Flann Lippincott
Date: October 1, 2025
RE: Letter to the Town Council
 - 11) Copy of letter to: Town Council
From: NAACP
Date: September 18, 2025
RE: 103 Annual Awards Dinner/Souvenir Booklet
- B) Proclamations and Resolutions from other Rhode Island Cities and Towns
- 1) Town of Westerly, Resolution Preserving the Name, Significance and Observance of the Victory Day Holiday, 25/26-23.

XIII. OPEN FORUM

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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.

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 not less than three (3) business days prior to the meeting. *Posted on the RI Secretary of State website on October 2, 2025.*