



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
***Rosamond A. Tefft Council Chambers***  
**93 Narragansett Avenue**  
**Monday, December 1, 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. 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.

#### 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. 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-25-23) has been received under said Act for a one-day license on December 11, 2025:

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

Out of the Box Study & 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 Study & 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).

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

#### VI. 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) Short-term rental (STR) summary

#### 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.

#### VIII. NEW BUSINESS

No Items at this time.

**IX. ORDINANCES, APPOINTMENTS, VACANCIES, AND EXPIRING TERMS**  
 No Items at this time.

**X. 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) 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
TOTAL ABATEMENTS TO TAX ROLL			-\$ 53.09
TOTAL ADDENDA TO TAX ROLL			\$ 125.00

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       |

**XI. 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:              | 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)

**XIII. 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 25, 2025.*