

**TOWN COUNCIL MEETING**  
**September 25, 2006**

A regular meeting of the Jamestown Town Council was called to order at the Jamestown Philomenian Library, 26 North Road at 7:00 PM by Council President David J. Long. The following members were present:

Julio DiGiando, Vice President  
William A. Kelly  
Michael Schnack  
Barbara A. Szepatowski

also present:

Bruce R. Keiser, Town Administrator  
Arlene D. Petit, Town Clerk  
J. William W. Harsch, Town Solicitor

**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 approval of each item as if it had been acted upon separately.*

It was requested that items number 2 and 5 be removed from the Consent Agenda. It was moved by Councilor Schnack, seconded by Councilor DiGiando to accept the Consent Agenda as amended. So unanimously voted. The Consent Agenda consisted of the following:

- 1) Adoption of Council minutes:
  - a) August 30, 2006 (work session)
  - b) September 7, 2006 (special meeting)
  - c) September 7, 2006 (executive session)
- 2)
- 3) Minutes from Boards, Commissions and Committees:
  - a) Library Board of Trustees (08/01/2006)
  - b) Jamestown Housing Authority (08/16/2006)
- 4) CRMC Notices:
  - a) Insignificant Alteration Permit re: Plat 5, Lots 175 and 194; further identified as at the intersection of Beacon Avenue and Spirketing Street
  - b) September 2006 Calendar (corrected 09/11/2006)
- 5)

\*\*\*\*\*

2) Bills and Payroll

Councilor Kelly addressed several items on the list of Bills and Payroll.

70100.102	Donald Haskell – computer tech	\$1,885.68
-----------	--------------------------------	------------

Councilor Kelly noted that this item will increase because of the hours that Mr. Haskell worked on the installation of the telecommunications at the interim Town Hall on Conanicus Avenue.

70920.527 William Kelly – Home Depot reimbursement \$349.73

Councilor Kelly noted that the Town does not have a credit card that can be used to purchase emergency incidentals. Because of that, it was necessary for him to use his personal credit card when picking up the carpeting for the interim Town Hall.

The Council discussed the possibility of acquiring a credit card for purchases by the Town. It was the consensus of the Council that prior to any decision on acquiring a credit card for Town use, it would be necessary to establish security controls and procedures to be used. The Town Administrator was instructed to report back to the Council on the specifics for the Town to acquire a credit card.

U Haul	\$451.95
Champion Movers	\$2,800.00

Councilor Kelly mentioned that with the assistance of Town employees, the cost for moving to the interim Town Hall on Conanicus Avenue was kept to a minimum.

- 5) Proclamations & Resolutions from other Rhode Island cities and towns
  - a) Resolutions in opposition to Ballot Question No. 1 relative to the amending of the State of Rhode Island Constitution to grant a single private company the right to a no-bid license for a casino in the Town of West Warwick
    - i) Town of New Shoreham
    - ii) Town of Portsmouth
    - iii) Town of Middletown
    - iv) Town of South Kingstown
  - b) Resolution from Town of South Kingstown calling for legislative hearings into insurance industry practices relative to cancellation or non-renewal of policies based on geographic location of property

Councilor Kelly asked the Council to consider whether it was appropriate for the Town of Jamestown to support a resolution opposing Ballot Question No. 1 amending the Rhode Island Constitution to grant a single private company the right to a no-bid license for a casino in the Town of West Warwick.

It was the consensus of the Council that this issue would be discussed further when they considered the proposed resolution under new business.

It was moved by Councilor Kelly, seconded by Councilor Schnack to approve items 2 and 5 on the Consent Agenda. So unanimously voted.

## EXECUTIVE SESSION ANNOUNCEMENT

1) Pursuant to RIGL 42-46-5 (a) (5) real estate acquisition  
Council President Long announced that there would be an executive session later in the evening, pursuant to RIGL 42-46-5 (a) (5) to discuss real estate acquisition.

### COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS

- 1) Town Administrator report (attached)  
a) Town Hall relocation

The Town Administrator reported on the successful move of the Town Hall from 93 Narragansett Avenue to 245 Conanicus Avenue.

- b) Town Hall construction schedule

The Town Administrator reported that the start date for the construction will begin on Monday, October 2, 2006. There will be an onsite meeting with the contractor on Tuesday, September 26.

- c) Fort Getty RV storage

The Town Administrator informed the Council that the privately owned site previously used for off-season storage of RV vehicles is no longer available. The Town Administrator presented a recommendation by the Town Planner and the Parks and Recreation Director to allow off-season RV storage, not to exceed 20, on the concrete pads used for in-season boat storage. The long term recommendation would be to allow winter RV storage at the future long term parking area south of the gate house. The Town Administrator suggested that there could be a charge of \$400.00 to the owners of each RV owner for storage.

Council members expressed concerns relating to the Town's liability if there was any theft or vandalism at the RV storage site.

It was the consensus of the Council to instruct the Town Administrator to seek advice from the InterLocal Trust and the Town Solicitor and to the recommendation back to the Council at the October 10 Town Council meeting.

- d) Sunset Farm Homeowners Association

The Town Administrator reported that the abandoned structure at 101 Gondola Avenue has been boarded up and fenced; however, following a site visit, the property was found to have easy access to it. The Town Solicitor will notify the owners to demolish the building.

- e) Jamestown Shores

The Town Administrator informed the Council that the Town Engineer and the Town Environmental Scientist will begin using the continuous monitoring device to determine the groundwater conditions in the Jamestown Shores. The information will be shared with the RIDEM ISDS personnel to assist the State in its efforts to strengthen regulations

to protect groundwater and mitigate run-off and to address the issue of cumulative impact.

Rhode Island Resource Recovery Grant

The Town Administrator reported that the Town has received a grant in the amount of \$9,000.00 for reaching a recycling goal of 21%.

School Committee / Town Council Work Session

The Town Administrator reported that the agenda has been set for the joint work session with the School Committee on October 5, 2006 at 6:30 PM. The Work session will be held in the multi purpose room at the Melrose Avenue School.

Director of Parks and Recreation

The Town Administrator informed the Council that Matthew Bolles, Director of Parks and Recreation has announced that he will be retiring from his position with the Town. Mr. Bolles has agreed to stay in his position through November 10, 2006.

**PUBLIC HEARING**

None

**ORDINANCES AND RESOLUTIONS**

None

**COMMUNICATIONS AND PETITIONS**

- 1) Invitation from Rhode Island State Grange Agriculture Department re: Robert Sutton (Jamestown resident and former Jamestown Town Administrator) being honored as the Rhode Island State Grange Agriculturist of 2006 on October 6, 2006

It was the consensus of the Council to adopt a formal resolution at the October 10 Council meeting honoring Mr. Sutton for his accomplishments and being named Rhode Island State Grange Agriculturist of 2006.

It was moved by Councilor Szepatowski, seconded by Councilor Schnack to accept the communication from the Rhode Island State Grange Agriculture Department. So unanimously voted.

- 2) Letter from Joan McCauley, Board Member of the Jamestown Community Theatre re: Jamestown Community Theatre and Matthew Bolles

It was moved by Councilor DiGiando, seconded by Councilor Kelly to accept the letter from Joan McCauley. So unanimously voted.

- 3) Letter from Robert and Sonya Morton-Ranney re Matthew Bolles

It was moved by Councilor DiGiando, seconded by Councilor Kelly to accept the letter from Robert and Sonya Morton-Ranney. So unanimously voted.

- 4) Letter from Gloria C. Dahl and Craig Amerigian requesting the Council to adopt a resolution opposing the proposed amendment to the Rhode Island State Constitution granting exclusive rights to the Narragansett Indian Tribe to build a privately owned resort casino in West Warwick

The Council discussed whether or not it would be necessary to adopt a resolution for an item that will appear on the November ballot. With no decision being made at this time, it was the consensus of the Council to put the resolution on the October 10 Council agenda for additional discussion and consideration.

- 5) Invitation from CHisPA re: Latino Workforce Development Conference on October 27 and 28, 2006

It was moved by Councilor DiGiando, seconded by Councilor Kelly to accept the invitation from CHisPA. So unanimously voted.

### **LICENSES & PERMITS**

*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.*

None

### **OPEN FORUM**

- 1) Scheduled request to address
- 2) Non-scheduled request to address

Norma Willis, North Road, asked that any discussion regarding the Community Theatre be discussed in open session as it is a community matter and not appropriate for executive session.

### **APPOINTMENTS AND RESIGNATIONS**

None

### **UNFINISHED BUSINESS**

- 1) Teen Center (23 Narragansett Avenue) review of plans and continued discussion (continued from 8/28/2006)

The Town Administrator reviewed the rationale in considering 23 Narragansett Avenue as a possible location for an interim Teen Center. However, Mr. Keiser stated that there are still questions that need to be answered prior to the Council making a decision on the location.

- Is the Narragansett Avenue location appropriate for a Teen Center?
- Is the type of use desirable for the community at large?
- Are there any building code issues to be worked out?
- How will it be financed?
- What is the input from Wednesday's planning session with the Conanicut Community Coalition?

- Is it possible to move the Harbor Clerk to the interim Town Hall in order to make space for the Teen Center to be held at the Community Center?

In addition to requesting answers to the questions put forth, the Council emphasized the importance of providing a safe and permanent environment for the Teens. There was some concern expressed regarding the safety of the location under consideration.

It was the consensus of the Council to instruct the Town Administrator to provide the additional information to the Council.

- 2) Recreation facility (32 Pemberton Avenue) review of plans and continued discussion (continued from 8/28/2006)

The Council discussed the need for a facility to hold recreation classes that were previously held at the room above the Jamestown Golf Course. The Town Administrator stated in addition to the space needed for classes, there is a need for an area to store the mats and equipment used for the classes.

The Town Administrator explained that although the school would provide the space needed for the classes, they did not have any storage area for the equipment. At present, the Community Center has neither the room for the classes nor the storage space. Mr. Keiser stated that the facility at 32 Pemberton Avenue, with 850 square feet and a one year lease at \$1,000.00 per month, would be a solution on a temporary basis. It was also noted that the revenue brought in from the classes would more than cover the rental cost of 32 Pemberton Avenue. Mr. Keiser noted that there is presently a balance in the recreation account of over \$29,000.00.

It was the consensus of the Council to instruct the Town Administrator to manage the immediate space needs for the recreational program by moving and shifting available spaces and report those operational decisions to the Council at the October 10 Council meeting.

Councilor Schnack stated that there is a need to do a better job in maintaining recreation facilities and asked why the funds in the recreation account are not being used for that purpose.

Relating to the future needs of the recreational programs and the Community Center, it was the consensus of the Council to instruct the Town Administrator to compile a comprehensive space and needs study for Council review.

## **NEW BUSINESS**

- 1) Set date for workshop to establish Council goals and priorities for the coming year (per Councilor Kelly)

It was the consensus of the council to instruct The Town Administrator schedule an off-site workshop to be conducted by an outside facilitator for Council and Department Heads to discuss and set future goals.

- 2) Recreation Advisory Board
  - a) Creation of Recreation Board to provide an ongoing forum for the community to address recreation services and facility needs
  - b) Proposed Charge for the Recreation Advisory Board

The Town Administrator presented his recommendation for the establishment of a Recreation Commission to provide an ongoing forum for the community to address recreation services and facility needs.

The Council discussed the charge of the commission as presented by the Town Administrator. After several suggestions on amendments to the charge, and with instructions to the Town Administrator to recommend groups that should be represented on the Commission, it was moved by Councilor Szepatowski, seconded by Councilor DiGiando to instruct the Town Administrator to go forward with the creation of a Jamestown Recreation Commission with the following charge:

Jamestown Recreation Commission

The Recreation Commission shall consist of seven (7) members selected from a list of qualified residents to ensure a broad-based representation. All members are appointed by the Town Council and will serve three (3) year terms beginning June 1 of the respective year. Appointments will be staggered to ensure that no more than three of the Commissioners are (re)appointed on any given year. Unexpired term appointments will be made by the Town Council.

The duties of the Commission shall be:

- Review the Recreation Director's proposed annual department operating budget and adopt a recommended recreation budget for submission to the Town Administrator;
- Research administrative, personnel, and financial issues and provide input to the Recreation Director;
- Review programming schedules prepared by the Recreation Director;
- Review all programs and propose revisions or additions that are responsive to community needs;
- Assist the Department in program evaluations and development of programming statistics and performance measures;
- Act as a resource to staff on all programming related issues;
- Oversee the development and review of the capital improvement plan;
- Act as a resource to staff on facility conditions and needs;
- Approve all Parks and Recreation Department policies including, but not limited to: general policies, fee policies, and facility-use.

The motion was unanimously voted.

**EXECUTIVE SESSION**

1) Pursuant to RIGL 42-46-5 (a) (5) real estate acquisition

It was moved by Councilor DiGiando, seconded by Councilor Szepatowski to enter into executive session at 8:45 PM, pursuant to RIGL 42-46-5 (a) (5) real estate acquisition.

It was voted, Councilor DiGiando, aye; Councilor Kelly, aye; Councilor Schnack, aye; Councilor Szepatowski, aye; Council President Long, aye.

Upon the return of the Council to regular session at 9:05 PM, it was moved by Councilor Schnack, seconded by Councilor DiGiando to seal the executive session minutes from the public. It was voted, Councilor DiGiando, aye; Councilor Kelly, aye; Councilor Schnack, aye; Councilor Szepatowski, aye; Council President Long, aye.

It was moved by Councilor Schnack, seconded by Council President Long to adjourn the meeting at 9:06 PM. So unanimously voted.

Attest:

Arlene D. Petit  
Town Clerk

c: Town Council Members (5)  
Town Administrator  
Town Solicitor  
Administrative Circulation