

**TOWN OF JAMESTOWN  
TOWN COUNCIL MEETING**  
for  
**TOWN, WATER AND SEWER MATTERS**

Monday, April 25, 2011

A regular meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 6:04 PM by Commission President Michael Schnack. The following members were present:

Robert Bowen, Vice-President  
William H. Murphy (arrived at 6:15 PM)  
Michael G. White  
Ellen Winsor

Also present were:

Bruce R. Keiser, Town Administrator  
Peter D. Ruggiero Esq., Town Solicitor  
Michael Gray PE Town Engineer/Public Works Director  
Christina D. Collins, Finance Director  
Denise Jennings, Water and Sewer Clerk

**AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS**

(None)

**READING AND APPROVAL OF MINUTES**

1) 03/21/11 (regular meeting)

Motion was made by Commissioner White, seconded by Commissioner Bowen to accept the 03/21/11 (regular) meeting minutes. So unanimously voted.

**OPEN FORUM**

1) Scheduled requests to address:

(None)

2) Non-Scheduled requests to address:

Report from David Bebyn of B & E Consulting -

Commissioner Winsor asked for the status on the report from David Bebyn of B & E Consulting.

Administrator Keiser stated that Mr. Bebyn is scheduled to attend the next Water and Sewer meeting on 05/16/11.

**REPORT OF TOWN OFFICIALS**

1) **Pumping Report:**

The Public Works Director reported the following:

- Pumping was down slightly for the month of March.
- Water transfer from South Pond to North Reservoir continues. North Reservoir is just about at the spillway.

- Color level is slightly up and is due to transfer pumping.
- North Reservoir is @ 58 MG, usable storage-60MG
- South Pond is @ capacity, usable storage-7MG

2) **Town project reports:** (See Project Update Report dated March 2011)

The Commission asked for clarification on a few items as reported by the Public Works Director.

### LETTERS AND COMMUNICATIONS

(None)

### UNFINISHED BUSINESS

1) Draft of Public Water Supply **Cross-Connection Control Plan** (if favorable, order advertised for public hearing) (cont. from 03/21/11)

The Public Works Director reported that the revised plan submitted this evening, incorporates comments from the Commission as requested at the March 2011 Water and Sewer meeting and that the amended draft of the plan includes the following changes:

- A new section was added as **(5) Scope**. The purpose of this section is to summarize the customers who are affected by the program.
- A new section was added as **(7) Responsibilities, (B) Owner, (13) Existing residential buildings**. This section provides the requirements for existing residential customers as requested by the Commission.

The Public Works Director further reported the following:

- The draft is a template prepared by the staff of the RIDOH for water suppliers to use, edit and approve.
- This document meets the minimum requirements of the state statute and it must be approved by the Town no later than June 30, 2011.

The Public Works Director recommended that the Commission, order the draft of the Cross-Connection Control Plan advertised for a public hearing at the next Water and Sewer meeting in May. Following clarification of a few items, motion was made by Commissioner White, seconded by Commissioner Bowen to ask the Town Solicitor to review the draft of the plan and to also order the plan advertised for a public hearing at the next Water and Sewer meeting on 05/16/11. So unanimously voted.

6:15 PM: Commissioner Murphy arrived.

2) Discussion re: **trespassing at reservoirs** (cont. from 03/21/11)

The Public Works Director stated the following:

- Current recreational use of the reservoir is troubling.
- Recreational use of this property is prohibited by ordinance, with the exception of the fishing derby in the summer.
- People are parking outside the fence, walking their dogs around the reservoir and are not removing the waste as required by ordinance. Current signage appears to be inviting people to use the property.
- People are using ATV's in the area of the reservoir.
- No vehicles or foot traffic should be going over the dam.

The Public Works Director suggested adding new signage and removing or changing current signage.

Discussion ensued regarding additional fencing and signage.

Town Solicitor Ruggiero stated the following:

- The Town Administrator should ask the Police Department to talk to the residents found trespassing, to educate and enforce the ordinance and if the resident does not abide by the ordinance there will be a penalty.
- The current signage is invitation to the public and should be removed and new signage should be added prohibiting any traffic over the dam.

Commissioner Schnack asked the Solicitor what the current fine was for those in violation. Solicitor Ruggiero reported that the fine could be anywhere between 0-\$500 and is discretionary. Discussion ensued regarding the fencing at the Water Treatment Facility. Administrator Keiser stated that the fencing is recommended by Homeland Security (09/11/11), for safety and to avoid vandalism.

Commission consensus: To educate the public, remove old signage and add new signage prohibiting parking and all traffic in the area of the reservoir and over the dam. Commissioner White suggested that the Police Departments telephone number be added to the signage, so the public can report those in violation.

3) **Nursery proposal from Tree Committee** on North Reservoir Land (cont. from 03/21/11)

The Public Works Director referred to the proposal submitted to the Commission.

Commissioner Murphy asked the Public Works Director if this property were accessible to the Tree Committee. The Public Works Director stated that the proposed bike path will serve two purposes; one for the bike path and secondly will provide access to the proposed meadow.

Commissioner Winsor expressed her concerns regarding the type of fertilizers to be used and drainage into North Reservoir. Commission President Schnack suggested that no fertilizers be allowed. Motion was made by Commissioner White, seconded by Commissioner Bowen to ask the Public Works Director to inform the Tree Committee of the Commission's concerns and to ask them to report/make presentation at the next Water and Sewer meeting on 05/16/11. The Town Administrator agreed and stated that the Commission needs to know the environmental impact prior to making a decision. Motion so unanimously voted.

4) **Capital Budget Reserve Reallocation Funds - Wetlands Mitigation funds transferred to facilities improvement** (cont. from 03/21/11)

The Public Works Director reported the following:

- The Wetland Mitigation project is complete and approximately \$40,000 remains in the capital improvements budget.
- He requests that the remaining funds be reallocated to another capital project.
- He has spoken to the Town Administrator and he suggested that this matter go before the Commission to get approval for the reallocation of these funds.
- He has three projects that he would like allocate these funds to.

Administrator Keiser stated the following:

- Originally, the Public Works Director wanted to use the remaining funds for the renovation of the old Water Treatment Facility.
- The Public Works Director has received many complaints from the residents of Green Lane regarding the conditions of their road.
- The Town has hesitated to make improvements to the road; for the reason that new water piping needs to be installed prior to completing the road work.

The Town Administrator suggested that the pipe work be completed this year and that the pavement be done next year.

The Commission asked the Public Works Director what the cost would be to complete the pipe work. The

Public Works Director stated the following:

- Ductile iron is primarily used in the downtown area and approximately 2500 linear feet is required.
- If ordered today, the cost would be about \$40,000 for the pipe and if ordered later at a later date, there would be about a 25% increase (about \$10,000). Commissioner Murphy noted that this is a petroleum based product.
- PVC pipe would be half this cost.
- When the Town did the downtown improvement project for piping, the project included piping from Southwest Avenue, down Narragansett Avenue to Conanicus Avenue and also from Narragansett Avenue, continuing up Howland Avenue to the Water Tank, they did not complete the fire flow loop.
- In order to complete fire flow protection and increase water pressure as recommended in the fire flow study, the town needs to complete the loop down High Street, continuing down Green Lane to Narragansett Avenue. This portion was not done at the time, due to limited funds.

Commissioner Bowen asked if there would be additional expenses for hardware, such as valves and controls. The Public Works Director stated that there would be additional expenses and that he would like to purchase the pipe now and that a request for additional funding for the project, could be discussed at budget time for the upcoming fiscal year. Commissioner Winsor expressed her concerns about rushing into a decision on this matter and not receiving written information prior to the meeting. Discussion ensued regarding completing renovations to the old Water Treatment Facility vs. upgrading piping and improving service to customers.

Following clarifications on a few items, motion was Commissioner Murphy, seconded by Commissioner White to reallocate the surplus from the Capital Improvement reserve from the Wetlands Mitigation fund to facilities improvements for the purpose of Green Lane pipe replacement. Motion so voted, 4 in favor; Commissioner Winsor opposed.

Commissioner Winsor stated that in the future she would prefer written information in the packet, prior to making a decision on how to spend \$40,000. Commission President Schnack disagreed and stated that he preferred a presentation from the Public Works Director.

### **NEW BUSINESS**

1) **Application of Paul Sprague** dba 79 North Road Property (79 North Road; Plat 8, Lot 97) for utility service **expansion/ change of use**

Commission President Schnack asked the Public Works Director if he had any comments regarding this application. The Public Works Director stated that the applicant was present and that the applicant is requesting an expansion/change of use from miscellaneous retail use to an ice cream parlor/candy store and recommended that if the application is approved by the Commission that it is approved under the condition that each unit be re-plumbed and metered separately.

Commissioner Murphy asked for clarification as to the number of units and stated that historically he thought that it was one apartment and one business.

Paul Sprague stated that the only thing that is in the building currently is his fuel business office and an apartment; the retail space is vacant and in the past there has only been one meter for the whole building.

Mr. Sprague further stated that when he went before Zoning Board of Review last year, he received approval from the Board for two apartments, one miscellaneous retail unit and one office unit and currently there is no plumbing in the rear of the building.

Commissioner Murphy stated that applicant will need to come back to the Commission for approval of the expansion (3<sup>rd</sup> unit) for water and sewer service to the second apartment. Mr. Sprague agreed.

Motion was made by Commissioner Bowen, seconded by Commissioner Winsor to approve application of Paul Sprague dba 79 North Road Property (79 North Road; Plat 8, Lot 97) for utility service expansion/ change of use, from miscellaneous retail use to an ice cream parlor/candy store and that the owner be required to meter each unit separately as recommended by the Public Works Director. So unanimously voted.

**BILLS AND PAYROLL**

Following clarification of a few items, motion was made by Commissioner White, seconded by Commissioner Bowen to approve the Water and Sewer Division Bills and Payroll dated 04/25/11. So unanimously voted.

**TOWN BUSINESS**

(None scheduled)

**ADJOURNMENT**

There being no further business before the Commission, motion was made by Commissioner Murphy, seconded by Commissioner Bowen to adjourn the meeting at 6:50 PM. So unanimously voted.

Attest:

Denise Jennings  
Water and Sewer Clerk  
xc: Commission Members (5)  
Town Administrator  
Town Solicitor  
Public Works Director  
Town Clerk