

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

Monday, May 2, 2016

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 6:32 PM by Commission President Kristine S. Trocki.

The following members were present:

Mary E. Meagher, Vice-President
Blake A. Dickinson
Thomas T. Tighe
Michael G. White

Also present were:

Andrew Nota, Town Administrator
Peter D. Ruggiero, Esq., Town Solicitor
Michael Gray PE, Public Works Director
Christina D. Collins, Finance Director
Denise Jennings, Water and Sewer Clerk

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

(None)

OPEN FORUM

- 1) Scheduled requests to address:
(None)
- 2) Non-Scheduled requests to address:
(None)

REPORT OF TOWN OFFICIALS

1) **Pumping Report:**

The Public Works Director reported the following:

- JR-1 was placed back into service for the season.
- Pumping was up slightly for the month of April.
- Rainfall was up for the month of April, compared to March.
- North Reservoir is @ 60MG, usable storage-60MG
- South Pond is @ 6MG, usable storage-6MG

2) **Town project reports: (See Project Update Report dated April 2016)**

Treatment Plant:

The Public Works Director reported that the Water Department is responsible for monitoring water from the distribution system on a quarterly basis for disinfection byproducts. The Public Works Director briefly described the process of monitoring the byproducts.

Transfer Pumping/Reservoir:

The Public Works Director reported that transfer pumping between South Reservoir and North Reservoir has been placed into service, as needed. The Public Works Director stated that the level of North Reservoir is below the spillway and transfer pumping has resumed. The Public Works Director further stated that he would like to see the North Reservoir spilling over on Memorial Day weekend.

Distribution System:

The Public Works Director reported that the Fort Getty water main has been flushed and tested and will be ready for opening day.

Wastewater Treatment Plant:

The Public Works Director reported that Green Mountain Pipeline Services has completed the cleaning and flushing of the piping that is scheduled for slip lining and will return to start Narragansett Avenue the week of 05/09/16 and further reported that Green Mountain is responsible for notifying those who will be impacted.

LETTERS AND COMMUNICATIONS

(None)

UNFINISHED BUSINESS

(None)

NEW BUSINESS

1) Application of **Shahin Barzin (Owner: JTown Main Street LLC/Carolyn Rafaelian) (29 Narragansett Avenue; Plat 9, Lot 631) for utility service expansion/change of use.**

Shahin Barzin of 38 Grinnell stated that he and Jimmy Tsimikas were present represent the owner of Property, JTown Main Street LLC/Carolyn Rafaelian.

Mr. Barzin reported the following:

- The owner is interested in transforming the building into a commissary kitchen.
- The kitchen would prepare food such as sandwiches, wraps and salad for boxed lunches. The lunches would then be transferred to other venues elsewhere in RI, primarily to Sakonnet Vineyard.
- The commissary kitchen would also serve as grab-and-go restaurant and have a counter inside. There will be no indoor seating.

Commission President Trocki asked for clarification regarding the proposed changes to exterior of the building and parking.

Mr. Barzin stated the following:

- The owner will keep the exterior of the building basically the same, although the cinder blocks will

- be covered.
- The parking areas in front of the building will be removed and replaced with a green area.
- Parking on the west side (9 spaces) and in the front on the Narragansett Avenue, will be maintained.

Commissioner Meagher asked for clarification regarding the number of employees at any given time. Mr. Tsimikas stated that there would be 5-7 employees total and that there would be 3 on duty at any given time. Mr. Tsimikas stated that the sandwiches, salads and drinks would all be prepackaged. Commissioner Meagher reported that the applicant has already gone before the Technical Review Committee (TRC) and will go before the Planning Commission this week. If all goes well, the applicant will then be able to get a building permit.

The Public Works Director reported the following:

- The proposed renovation plan includes a kitchen, a service counter and a bathroom.
- The proposed plan does not include indoor seating and that patio seating will be available outside.
- He has discussed the proposed business and water usage with Mr. Barzin. The estimated water usage for the commissary kitchen, should be similar to that of Village Hearth Bakery, at 150 gallons per a day, during the summer season.
- He supports the application for the change of use, subject to the installation of water efficient plumbing fixtures and toilets, as established by the water and sewer regulations.

Following clarification on a few items, motion was made by Commissioner Meagher, seconded by Commissioner White to approve the application of Shahin Barzin (Owner: JTown Main Street LLC/Carolyn Rafaelian) (29 Narragansett Avenue; Plat 9, Lot 631) for utility service expansion/change of use, subject to the installation of water efficient plumbing fixtures and toilets. So unanimously voted.

2) **Application of Noreen Drexel et William O’Farrell (Plat 11, Lot 7; Fort Getty Road-vacant lot) for utility service connection (water only).**

Commission President Trocki stated that the applicants Noreen Drexel et William O’Farrell are before the Commission this evening requesting a utility service connection (water only) for Plat 11, Lot 7; Fort Road, which is a vacant lot. Commission President Trocki noted that the same applicants were before the board a few months ago for a utility service connection (water only) for an existing house.

Attorney Christian Infantolino stated that he was present to represent the owners Noreen Drexel et William O’Farrell. Attorney Infantolino distributed a map of area in question to the Commission and stated the following:

- Plat 11, Lot 7 (vacant lot) has frontage on Fort Getty Road. All surrounding houses on Fort Getty Road are connected to municipal water.
- The applicants also own Plat 11, Lot 44 which currently has two water hook ups; one for the barn and one for annex.
- The applicant would like to disconnect the water service from the barn, cap it off and transfer this water connection to the vacant lot, which is known as Plat 11, Lot 7. The owners are not requesting an additional utility service connection.

Noreen Drexel of 90 Blueberry Lane stated that it was originally proposed to place a well near the stone wall on the property in question, but it was not favored by her engineers, due to the wetlands. Ms. Drexel reconfirmed that she would like to disconnect the water service from the barn and transfer the water connection to the vacant lot (Plat 11, Lot 7).

The Public Works Director reported the following:

- This application does not require an extension of a water main and would only be an individual water connection.
- An application made by Drexel/O'Farrell was approved by the board in March for Plat 11, Lot 45; 130 Beavertail Road, due to insufficient water supply from the well to support the dwelling.
- The Towns Water Supply Management Plan is currently being updated and following the completion of said update, the Town may know more about the build-out.

The Public Works Director stated that he supports the application subject to the following conditions:

- That there is no risk in further development of the property and that the applicant cannot come back before the board, with further requests for connections.
- The old service to the barn is to be disconnected from the water main. The old service cannot be extended across the adjacent property, in accordance with the rules and regulations of the board.
- A new service connection will be required at the frontage of said property located at Plat 11, Lot 7; Fort Getty Road.
- The applicant must install water efficient plumbing fixtures and toilets.
- The applicant must pay the required connection fees and any other applicable fees.

Motion was made by Commissioner Meagher, seconded by Commissioner Dickinson to approve the Application of Noreen Drexel et William O'Farrell (Plat 11, Lot 7; Fort Getty Road-vacant lot) for utility service connection (water only), subject to the following conditions as recommend by the Public Works Director:

- That there is no risk in further development of the property and that the applicant cannot come back before the board, with further requests for connections.
- The old service to the barn is to be disconnected from the water main. The old service cannot be extended across the adjacent property, in accordance with the rules and regulations of the Board.
- A new service connection will be required at the frontage of said property, located at Plat 11, Lot 7; Fort Getty Road.
- The applicant must install water efficient plumbing fixtures and toilets.
- The applicant must pay the required connection fees and any other applicable fees.

Motion so unanimously voted.

3) **Proposed Water Budget FY2016/2017**

4) **Proposed Sewer Budget FY2016/2017**

Administrator Nota reported that the proposed Water and Sewer Budgets for FY2016/2017 are pretty straight forward and he stated the following:

- No increase in rates is recommended for the proposed Water Budget for FY2016/2017.
- A 3% increase (\$18,359.) in the sewer use rate is recommended for the proposed Sewer Budget for FY 2016/2017. Administrator Nota briefly outlined a few of the changes for the sewer operating expense items as follows:
 - \$15,869 increase in personnel benefits, which are based on contracts that are yet to be approved.
 - \$16,000 decrease in wastewater treatment facility operating expenses.
 - \$4,300 decrease in pumping stations operating expenses.
 - \$7,790 increase in sanitary sewers, laterals & mains, due to expense reduction in maintenance and cleaning and increase for the Jet Vac Truck lease.
 - 40,000 increase in capital expense.

Administrator Nota stated that the sale and development of the PAC/Holy Ghost Hall located on Narragansett Avenue is still pending and additional revenue from this project should not be anticipated for the budgets at this time. Administrator Nota asked the Public Works Director to give a brief report on his upcoming capital projects.

The Public Works Director briefly outlined a few the upcoming capital projects as follows:

Water-

- Mandatory Asset Management Plan
- New filter membranes
- Dam/dike repair at South Pond
- Distribution system-additional fire flow protection

Sewer-

- Mandatory Asset Management Plan
- Pump upgrades

The Public Works Director recommended that capital funds continue to be set aside for these and other projects, so that the Town can make sure that the plants and stations continue to run properly.

Brief discussion and clarification ensued regarding the proposed budget changes and capital items, as outlined by the Administrator and the Public Works Director.

The Finance Director briefly outlined the impact of the proposed 3% increase on an average water user.

Administrator Nota stated that he is not expecting the Board to adopt the proposed budgets this evening and that if the Board had any questions or concerns, they could contact himself or the Finance Director and that they would report back after the Financial Town Meeting at the next Water and Sewer meeting on 06/21/16.

Commission consensus: To continue discussion on the Proposed Water and Sewer Budgets for FY2016/2017 to the next Water and Sewer Meeting on 06/21/16.

TOWN BUSINESS

(None)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Dickinson, seconded by Commissioner Meagher to adjourn the meeting at 7:18 PM. So unanimously voted.

Attest:

Denise Jennings
Water and Sewer Clerk

xc: Commission Members (5)
Town Administrator
Town Solicitor
Public Works Director
Town Clerk