

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

Tuesday, February 21, 2012

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 6:37 PM by Vice-President, Robert Bowen. The following members were present:

Michael G.White
Ellen Winsor

Also present were:

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

Absent were:

Michael Schnack , Commission President
William H. Murphy, Commissioner
Peter D. Ruggiero Esq., Town Solicitor

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

1) **01/17/12 minutes** (regular meeting)

Motion was made by Commissioner White, seconded by Commissioner Winsor to accept the 01/17/12 (regular) meeting minutes. So unanimously voted.

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:

- Wells have been shut down for the winter.
- Transfer pumping has been shut down for the winter.
- Color level is down.
- North Reservoir is @ capacity, usable storage-60MG.

- South Pond is @ capacity, usable storage-7MG

2) **Town project reports:** (See Project Update Report dated January 2012)

Treatment Plant

The Public Works Director reported the following:

- The Town did not meet the 90 percentile for lead and copper in December, with four samples exceeding the threshold for lead.
- The Town has successfully switched their primary coagulant to aluminum sulfate as recommended in the corrosion study.
- The Town will be collecting additional samples from a number of homes to determine if the change with aluminum sulfate reduces lead concentrations.

Proposed tree nursery location change

The Public Works Director reported the following:

- He has attached a diagram to his report showing an alternate area for the proposed tree nursery, which was previously approved by the Commission.
- The site originally proposed has a shallow water table; therefore he is presenting an alternate site for consideration.
- The alternate site is located adjacent to the community farm.

Commission consensus: To place the proposed tree nursery location change on the 03/19/12 water and sewer meeting agenda.

Wastewater Treatment Facility

The Public Works Director stated that he had enclosed a copy of the Town's annual CMOM (Capacity, Management, Operation and Maintenance) report in the Commission's meeting packet. The Public Works Director reported that every 3 years the Town is required to complete a self audit of the sewer collection system and wastewater treatment facility and at this time they identify potential deficiencies.

Motion was made by Commissioner Winsor, seconded by Commissioner White to accept the reports as submitted by the Public Works Director. So unanimously voted.

LETTERS AND COMMUNICATIONS

1) Copy of letter (via email) from Kristin Sheehan to the Town Administrator re: Water and Sewer bill for the property located at 197 Narragansett Avenue, owned by the Estate of Andrew Weicker
Commissioner Bowen reported that the Commission has reviewed this Communication and stated the following:

- The Commission can not take action on this item tonight, due to the fact that the item is not listed as an action item and that the Commission can only accept the communication this evening.
- Ms. Sheehan can speak on the matter.

Kristin Sheehan of 36 Cole Street stated the following:

- The property in question is located 197 Narragansett Avenue and is owned by her deceased father and that she is the Executrix of his estate.
- When her father passed away she paid someone to come in to turn off the water and the house was vacant for at least 3 or 4 months.
- She then received a water bill in excess of 126,000 gallons in the amount of about \$4,000 and that she does not have any resources at this time.
- There was a water main break out in the street, not sure if this had anything to do with her bill.

Commissioner Bowen stated that if there is a water main break outside the meter it does not register on the meter. Commissioner Bowen asked the Public Works Director if he had any input on this matter. The Public Works Director did not comment on the matter.

The Finance Director reported the following regarding the history of the account:

- There was a one year period from 04/10 to 04/11, where no payments were made. There were 4 bills sent out during this time period and no payments were made.
- On 03/25/11 we read the water meter for the 04/11 billing and noticed an unusually high amount of excess usage and contacted Ms. Sheehan via voicemail to set up a time to meet with her to investigate the high usage.
- On 04/07/11 we met up with Ms. Sheehan at the site and there were no visible leaks at that time. We went out to the site on 4 separate occasions to do testing to make sure that there were no issues on our end.
- There was a payment made on 04/09/10 and the next payment was not received until 5/31/11. We received a small payment on 9/8/11.
- If a customers outstanding balance is over a certain amount of money, we will either turn off the customers water service or file a lien against the property depending upon what time of the year it is and on 09/16/11 the balance was such that we turned off the water service to this property for non-payment.
- On 09/16/11 Ms. Sheehan came in to request that we turn the water back on, stating that she had a tenant coming in and that she then would be able to make regular payments. Ms. Sheehan made an additional payment and we turned her water service back on.
- We have not received any regular payments since 09/16/11.

Following clarification on a few items, it was the consensus of the Commission to place this item on the 03/19/11 water and sewer meeting agenda for action.

UNFINISHED BUSINESS

(None)

NEW BUSINESS

(None)

BILLS AND PAYROLL

Motion was made by Commissioner White, seconded by Commissioner Winsor to approve the Water and Sewer Division Bills and Payroll dated 02/21/12. So unanimously voted.

TOWN BUSINESS

(None)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner White, seconded by Commissioner Winsor to adjourn the meeting at 6:56 PM. So unanimously voted.

Attest:

Denise Jennings
Water and Sewer Clerk

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