

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

Monday, March 21, 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 5:30 PM by Commission President Michael Schnack. The following members were present:

Robert Bowen, Vice-President
William H. Murphy
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
Justin Jobin, Environmental Scientist/GIS Coordinator
Denise Jennings, Water and Sewer Clerk

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

- 1) 02/22/11 (regular meeting)

Motion was made by Commissioner Murphy, seconded by Commissioner White to accept the 02/22/11 (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 a status on the report from David Bebyn of B & E Consulting.

Administrator Keiser stated that he had discussed this matter with the Finance Director and that she would try to set up time for Mr. Bebyn to attend the next Water and Sewer meeting in April. Commission President Schnack stated that Commissioner Winsor could bring items up under "Report of Town Officials" in the future.

REPORT OF TOWN OFFICIALS

1) Pumping Report:

The Public Works Director reported the following:

- Pumping was down slightly for the month of February.
- Water transfer from South Pond to North Reservoir has begun. With rainfall and transfer pumping, North Reservoir is almost at capacity.
- North Reservoir is @ 52 MG, usable storage-60MG
- South Pond is @ capacity, usable storage-7MG

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

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.

Justin Jobin, Environmental Scientist/GIS Coordinator reported that the Town has made great progress over the years with this plan in place.

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

LETTERS AND COMMUNICATIONS

(None)

UNFINISHED BUSINESS

(None)

NEW BUSINESS

- 1) Application of Riven Rock Inc. c/o Bill Salmons (Plat 8, Lot 31; service to 113 & 115 Melrose Avenue) for sewer extension.

Bill Salmons stated the following:

- He owns two dwellings located at 113 & 115 Melrose Avenue.
- Both houses are on municipal water and share a septic system near the shore line.
- The septic system is stressed during the summer months.
- Due to a large amount of ledge at the property, there is only a small area available where a new septic system may be located.

The Public Works Director stated the following:

- The Town sewer system does have the capacity to support this request.
- The owner will be responsible for getting approval from the owner (95 Melrose Avenue) of the existing force main to tie-in the existing homes.
- The owner will be responsible for all costs, including engineering of the system.

Commission President Schnack asked Mr. Salmons if he was aware of the requirements as stated by the Public Works Director. Mr. Salmons said that he was made aware of these requirements.

Following clarification of a few additional items, motion was made by Commissioner Bowen, seconded by Commissioner Murphy to approve the application of Riven Rock Inc. c/o Bill Salmons (Plat 8, Lot 31; service to 113 & 115 Melrose Avenue) for sewer extension, as recommended by the Public Works Director. So unanimously voted.

- 2) Draft of Public Water Supply Cross-Connection Control Plan (if favorable, order advertised for public hearing)

The Public Works Director stated the following:

- He had enclosed a draft of the Cross Connection Control Plan as prepared by the RIDOH for review and approval by the Commission. This draft meets the minimum requirements of the state statute.
- This plan or a similar plan must be approved by the Town no later than June 30, 2011.
- The plan states that all newly constructed service connections prior to the provision of water service must install cross-connection control valves at all commercial and industrial service connections.
- There are no requirements for existing residential connections, however the RIDOH recommends that the water suppliers have a plan to have homes install the devices and that this mandatory language was removed from the final statute when it was approved.
- He had also enclosed a copy of the public information literature prepared by the RIDOH for water suppliers to use for their education component of the program.
- He had spoken the Fred Brown, Building and Zoning Official and he stated that new homes already have check valves in place after the meter according to building code.

Commissioner Murphy asked for clarification regarding where this backflow device would be placed. Public Works Director Gray stated that there are two methods and are as follows:

- 1) Total isolation-A device would need to be installed at every entry point which has a connection/distribution to the home. This would be a very big project, is very costly and is very time consuming. Our staff would have to go to every building to inventory/assess each hazard.
- 2) Containment-A device is installed to contain any issues or back siphons to the house.

Commission President Schnack asked what the cost would be to retrofit each household. The Public Works Director stated the estimated cost per a household would be about \$400 and that the owner must hire a plumber to do this work. Commissioner Bowen asked if this program could be done over a number of years. The Public Works Director stated that this is not something that can be done overnight and that it was suggested that it could be done over a period of 5 years and that the Town needs to inventory every building.

Commissioner Murphy suggested that all new homes be done now and existing homes could be done over a period of 5 years. The Public Works Director recommended that all buildings that transfer hands and all properties with inventoried hazards be retrofitted immediately and all others be done within a period of 5 years. Commission consensus: To ask the Public Works Director to edit the plans language, as recommended and to continue this matter to the next Water and Sewer meeting in April.

- 3) Discussion re: trespassing at reservoirs

The Public Works Director reported that the property around North Reservoir is being used recreationally, which is prohibited by Town Ordinance and that people are also using the property to walks their dog and are not picking up the waste, which is also required by Town Ordinance. Brief discussion ensued regarding the enforcement of the current ordinances. Due to time constraints, it was the consensus of the Commission to continue discussion on this matter to the next Water and Sewer meeting in April.

- 4) Nursery proposal from Tree Committee on North Reservoir Land
- 5) Capital Budget Reserve Reallocation Funds - Wetlands Mitigation funds transferred to facilities improvement

Due to time constraints, it was the consensus of the Commission to continue discussion on item numbers 4 and 5, under "New Business" to the next Water and Sewer meeting in April.

BILLS AND PAYROLL

Motion was made by Commissioner Bowen, seconded by Commissioner Murphy to approve the Water and Sewer Division Bills and Payroll dated 03/21/11.

Commissioner Winsor expressed her concerns regarding the Commission not addressing item #5 under "New Business".

Motion so voted, 4 in favor; Commissioner Winsor opposed.

TOWN BUSINESS

(None scheduled)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Murphy, seconded by Commissioner White to adjourn the meeting at 6:20 PM. So unanimously voted.

Attest:

Denise Jennings

Water and Sewer Clerk

xc: Commission Members (5)

Town Administrator

Town Solicitor

Public Works Director

Town Clerk