

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

Monday, October 18, 2010

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 6:34 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, Town Engineer/Deputy Public Works Director
Denise Jennings, Water and Sewer Clerk

Absent:

Steven J. Goslee, Public Works Director

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

1) 09/20/10 (regular meeting)

Motion was made by Commissioner Bowen, seconded by Commissioner Murphy to accept the 09/20/10 (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 Deputy Public Works Director briefly outlined the Public Works Director's written report dated September 2010.

2) Town project reports: (See Project Update Reports dated September 2010)

The Deputy Public Works Director reported the following:

- o The bids for sludge removal and disposal were returned and opened on Friday, 10/15/10.
- o Two bids were received; one from Wastewater Services and one from Synagro.

The Deputy Public Works Director stated that he will review the bids with the Public Works Director and will make recommendation to the Commission at the next Water and Sewer meeting on 11/15/10.

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

LETTERS AND COMMUNICATIONS

1) Copy of letter from Bill Salmons (113 and 115 Melrose Avenue) to the Public Works Director, Steve Goslee re: upgrade of town water line and abandonment of ancient line going down to 113 and 115 Melrose Avenue

The Deputy Public Works Director stated that there are spaghetti string lines that go across the lots in this area and that the Town would be happy to provide the labor and equipment for excavation to upgrade this line. The Deputy Public Works Director further stated that he would need to go out and take measurements to calculate pricing for this project. Commission consensus: To ask the Deputy Public Works Director to calculate the pricing for this project and report back to Mr. Salmons, as requested.

UNFINISHED BUSINESS

(None)

NEW BUSINESS

1) Discussion re: utility shut-off policy (*per Commission President Schnack*)

Commission President Schnack stated that this item was requested by Commissioner White and not by himself as stated on the agenda. Commissioner White asked for clarification regarding the termination of service during the winter months. The Town Administrator reported that the Water and Sewer Clerk has followed the Public Utilities Commissions rules and regulations regarding the termination of service and that the PUC regulations currently state that no service shall be terminated during the period from November 1st to April 15th. The Town Administrator further reported that this information is not in the Rules and Regulations of the Board of Water and Sewer Commissioners and that the Commission may want to amend the regulations to reflect this information. Solicitor Ruggiero stated that the PUC dates may change from time to time and that the Commission may want to amend the regulations to state that the Rules and Regulations of the Board of Water and Sewer Commissioners run in parity with the PUC. Commission consensus: To ask the Solicitor to review the PUC regulations regarding termination of service and to draft language to amend the Rules and Regulations of the Board of Water and Sewer Commissioners and to report back to the Commission at the next Water and Sewer meeting on 11/15/10.

Administrator Keiser stated that he had met with property owner Linda Brown regarding her claim and that he will keep the Commission posted on the ongoing dialogue with Ms. Brown.

BILLS AND PAYROLL

Following clarification of a few items, motion was made by Commissioner White, seconded by Commissioner Bowen to approve the Water Division Bills and Payroll dated 10/18/10. So unanimously voted.

Motion was made by Commissioner White, seconded by Commissioner Murphy to approve the Sewer Division Bills and Payroll dated 10/18/10. So unanimously voted.

TOWN BUSINESS

(None scheduled)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Bowen, seconded by Commissioner Murphy to adjourn the meeting at 6:49 PM. So unanimously voted.

Attest:

Denise Jennings

Water and Sewer Clerk

xc: Commission Members (5)

Town Administrator

Town Solicitor

Public Works Director

Town Clerk