

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

Tuesday, January 22, 2008

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 7:01 PM by Commission President Julio DiGiando.

The following members were present:

Vice-President, Michael White
Robert W. Sutton, Jr.

Also present were:

Bruce Keiser, Town Administrator
Steven J. Goslee, Public Works Director
Michael Gray, Town Engineer/Deputy Public Works Director
Wyatt A. Brochu, Esq., Town Solicitor
Denise Jennings, Water and Sewer Clerk

Absent were:

William Kelly, Commissioner
Barbara A. Szepatowski, Commissioner

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

1) 12/17/07 (regular meeting)

Motion was made by Commissioner Sutton, seconded by Commissioner White to accept the 12/17/07 (regular) meeting minutes. So unanimously voted.

OPEN FORUM

1) Scheduled requests to address:

(None)

2) Non-Scheduled requests to address:

Ellen Winsor of 736 East Shore Road announced that the meeting on Sole Source Aquifer will be held on Wednesday, 02/13/08 as follows:

Jamestown Philomenian Library
Conference Room
26 North Road
7:00 PM- 9:00 PM

REPORT OF TOWN OFFICIALS

1) **Pumping Report:**

- Pumping was up slightly for the month of December, compared to last year and may be due to flushing of the new line at Fort Getty. Staff will be checking for leaks.
- Rainfall was above average for the month of December.
- North Reservoir is down 39 inches and is @ 32MG, usable storage-60MG. Currently are exiting draught conditions.
- South Pond is @ 7MG, usable storage-7MG.

2) **Town project reports:** (See Project Update Report dated December 2007)

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

3) Status report from the Public Works Director re: **geese at North Reservoir**

The Public Works Director reported that the best way to resolve the geese issue at the North Reservoir is harassment. Commissioner Sutton asked Mr. Goslee if he had any concerns. Mr. Goslee stated that the reservoir is tested regularly and that he is not concerned.

Wastewater Treatment Plant-

Deputy Public Works Director Michael Gray distributed a copy of a Findings of Violation and Order for Compliance notice from the USEPA. DPWD Gray briefly outlined the document.

CMOM (Capacity, Management, Operations, and Maintenance)

Deputy Public Works Director Gray briefly described the meaning of CMOM as a plan for municipalities to identify and incorporate wastewater practices to provide a high level of service to its customers. DPWD Gray stated that he has been working with Town staff to gather information to answer all of the questions for the CMOM Program Self Assessment Checklist, which is due 02/01/08 and that with this process the Town must supply a plan of action on all how all violations will be addressed. DPWD Gray further stated that each year the Town must supply an annual report on how they have addressed and will address future problems.

Discussion ensued regarding commercial grease traps and the monitoring of said traps. Public Works Director Goslee expressed his concerns regarding interjecting in to someone's business. The Commission asked for clarification regarding an item that was listed in the notice of violation, specifically, an overflow at Dutch Harbor. PWD Goslee reported that this violation occurred in 2003 and that the issue has since been resolved with the installation of new pumps at the pump stations. PWD Goslee further reported that this 2003 weather event also took down trees and there was flooding at East Ferry.

DPWD Gray noted that it is important to note that the Town, specifically Mr. Goslee, has done a good job addressing these problems since 2001; such as (I/I) inflow and infiltration and smoke testing. Commissioner Sutton asked if there were any existing problems that need to be addressed. DPWD Gray stated that I/I need improvement and addressing the sump pump issue will help. The Public Works Director stated that the Town will be sending out another batch of sump pump letters.

The Public Works Director noted that he had enclosed copies of the Hazen Report and the Safe Yield Study in the meeting packets for the Commissions review.

LETTERS AND COMMUNICATIONS

- 1) Letter from Alec and Mary Broers of 32 Mt. Hope Avenue re: waiver of sewer hook-up fee and donation to the **Farmland Preservation Trust**

Motion was made by Commissioner White, seconded by Commissioner Sutton to accept the communication from Alec and Mary Broers. So unanimously voted.

UNFINISHED BUSINESS

- 1) Water and Sewer Hookups for the new **Highway Barn @ Taylor's Point** (cont. from 12/17/07)

DPWD Gray briefly outlined his memorandum dated 01/18/08 regarding the well test results for the Highway Garage as follows:

- The well is on adjacent property owned by Bill Munger.
- The static water level in the well is 78" below the surface.
- A pump was placed in the well to a depth of 110 feet.
- The pump test began at a rate of approximately 7 gpm. The water depth dropped to the level of the pump after 28 minutes of pumping.
- The pump was throttled to a rate of 1 gpm, but the water depth could not be maintained and it continued to drop until the pumping stopped.
- A total of 210 gallons was pumped from the well.
- The well was then allowed to recover and measurements were taken at regular intervals for 3 hours where it reached a depth of 31.6 feet, which is approximately 117 gallons.
- Based on the rate of recovery, the well yielded approximately .65 gpm.

DPWD Gray stated that 1 gpm is what one would be looking for a residential unit; not sure about a commercial unit. DPWD Gray further stated that the existing Highway Barn uses 3000 gallons per a quarter; which is 12,000 gallons per year.

Administrator Keiser stated that this property is located in the Rural Water District and an applicant will need to prove the following:

- The application for service connection is consistent with the Comprehensive Community Guide
- The application for service connection will not impair the available resources of the Urban Water District
- The application for service connection will not reduce the level of fire protection of the community
- The premise shall not be part of a subdivision except and Administrative Subdivision
- The land will not provide a sufficient quantity of potable water by drilling private well
- The applicant will not use more than the 3 year average, which is approximately 39,000 gallons per year

Administrator Keiser further stated that it seems irrational that a public facility would not be able tie into public utilities. The Commission President asked the Administrator if he had any suggestions. Administrator Keiser suggested that the Commission amend the rules and regulations to create some language that would state that public buildings can tie into public utilities.

Commissioner Sutton expressed his concerns regarding amendment of the regulations for this purpose only and stated that if the Town chose, they could have just brought the existing line in from Bayview Drive through the Towns common property by the existing Sewer Plant. Commissioner Sutton further expressed his concern regarding running a public facility on an unreliable water source that may run dry in 28 minutes. DPWD Gray expressed his concerns regarding fire suppression. Brief discussion ensued regarding the well test results. Administrator

Keiser stated that the formal application would be ready for the next Water and Sewer meeting on 02/19/08. Following clarification of a few items, motion was made by Commissioner Sutton, seconded by Commissioner White to authorize the Town Administrator to move forward with an application for utility (water) connection and that it will not be necessary for the applicant to drill a well. Commissioner Sutton noted that this motion is based on the information that was brought to the Board this evening. Motion so unanimously voted.

2) Report from Town Administrator

a) **Water consumption and rates** (cont. from 12/17/07)

Administrator Keiser noted that the Finance Director had enclosed a copy of the recent Rate Study in the meeting packets for the Commissions review. Administrator Keiser stated that the General Rate Study-June 2007 was accepted by the Commission and at that time new rates were adopted consistent with recommendations made by B&E Consulting, LLC. Administrator Keiser further reported that additional rate adjustments are recommended for 2009, 2010 and 2011, which are necessary to keep the budget in balance.

b) **Public community value** of being on water and sewer (cont. from 12/17/07)

Administrator Keiser reported that he has contracted B& E Consulting, LLC. to review this matter and to create an extensive model for water and other utilities. Administrator Keiser stated that he expects this model to be completed in time for the 03/17/08 Water and Sewer meeting. Brief discussion followed.

3) **Parking and public access at the Water Treatment Plant** on North Road (*per Commissioner Sutton*) (cont. from 12/17/07)

a) During construction and after construction

Following brief discussion, it was the consensus of the Commission to ask the Mike Gray, Deputy Public Works Director/ Town Engineer to rough out a sketch for a public parking area, similar to the RIPTA bus stop on Tashtassic Road (near the foot of the Jamestown bridge).

4) Review **Rules and Regulations** of Board of Water and Sewer Commissioners as amended July 17, 2006 (cont. from 12/17/07)

Administrator Keiser stated that this an ongoing agenda item from the previous Commission and stated that the review would be to clean up and clarify some of the current rules and regulations. Administrator Keiser suggested that the Commission have a workshop during the regular work day to review the rules and regulations. Commission President DiGiando agreed. Administrator Keiser stated that he would check the calendar and schedule the workshop.

5) Former **Town Office-44 Southwest Avenue** (cont. from 01/14/08-Town Council Meeting)

a) Proposed Purchase and Sales Agreement

Commissioner Sutton expressed his concerns regarding some of the wording in the proposed purchase and sales agreement.

Steve Ostiguy of Church Community Housing gave a brief presentation as follows:

- Have had a survey done at this property.
- Wetlands take up much of the property; a small area of the property will be used to build on.
- Have had an appraisal done (\$425,000)
- Showed map with zoning for a multi-family unit and briefly described what they would be limited to for a multi-unit structure.
- Showed map with zoning for a single-family unit and briefly described what they would be limited to for a single-family dwelling.
- Showed map with zoning for commercial property.
- Showed map with zoning for a duplex.

- Church Community Housing is proposing to build multi-family units totaling 9 units at this location.
- Church Community Housing currently has 20 units at their property located at 169 Conanicus Avenue and is proposing to add 6 additional units at this site to assist the Town with their affordable housing needs.
- Propose to use the existing building, raise it up and keep the style of the building with 3 units.
- Propose to build a few other building in the rear of the property.

Brief discussion ensued regarding the wetlands. Following clarification of a few items as presented by Mr. Ostiguy, Commission President DiGiando asked Mr. Ostiguy what he needed from the Town to move forward with the project. Mr. Ostiguy stated that he would need a signed purchase and sales agreement.

Solicitor Brochu reported that the purchase and sales agreement is currently under review by Solicitor Ruggiero. Solicitor Brochu further reported that Solicitor Ruggiero is working with Church Community Housings attorneys and suggested holding off on any action until the review has been completed. Administrator Keiser stated that the review by the Solicitor should be complete for the next Water and Sewer meeting on 02/19/08. Commission President DiGiando thanked Mr. Ostiguy for his presentation.

NEW BUSINESS

(None scheduled)

BILLS AND PAYROLL

Motion was made by Commissioner Sutton, seconded by Commissioner White, to approve the Water Division Bills and Payroll. So unanimously voted.

Motion was made by White, seconded by Commissioner Sutton to approve the Sewer Bills and Payroll. So unanimously voted.

TOWN BUSINESS

1) **West Ferry Lease**

- a) Proposed lease for Dutch Harbor Boat Yard

Administrator Keiser reported that the Lessee Barbara Paterson of DHBV, LLC. is willing to enter into an agreement for a period of 1-year with the option for a 2-year renewal and further reported that the lessee will make a full lease payment in the amount of \$12,500 by 02/15/08. The Council asked for clarification of a few items. Council consensus: To ask the Town Administrator and the Solicitor to review the items discussed and report back to the Council at the next regular meeting on 01/28/08.

Sole Source Aquifer

Councilor Sutton suggested that the Town place descriptive information in the Jamestown Press regarding the meaning of Sole Source Aquifer prior to the 02/13/08 meeting, so that residents can get a better understanding prior to the meeting. Administrator Keiser stated that he would follow up on this. Council consensus: To continue discussion on this matter at the regular Town Council meeting on 02/11/08. Councilor Sutton stated that he would like input from the Public Works Director at the meeting on 02/11/08.

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner White, seconded by Commissioner Sutton to adjourn the meeting at 8:34 PM. So unanimously voted.

Attest:

Denise Jennings
Water and Sewer Clerk

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