

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

Monday, September 15, 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 7:00 PM by Commission President Julio DiGiando.

The following members were present:

Michael White, Vice-President
William Kelly
Barbara A. Szepatowski (arrived at 7:04 PM)
Robert W. Sutton, Jr.

Also present were:

Bruce Keiser, Town Administrator
Christina Collins, Finance Director
Michael Gray, Town Engineer/Deputy Public Works Director
Denise Jennings, Water and Sewer Clerk

Absent:

Steven J. Goslee, Public Works Director
Wyatt A. Brochu, Esq., Town Solicitor

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

1) 08/18/08 (regular meeting)

Motion was made by Commissioner White, seconded by Commissioner Kelly to accept the **08/18/08 (regular) meeting minutes**. So unanimously voted.

OPEN FORUM

1) Scheduled requests to address:

(None)

2) Non-Scheduled requests to address:

Arthur Christman of 42 Windsor Street expressed his concerns regarding possible pollution caused by RIDOT at south pond and asked if the town would be taking any action against the state.

REPORT OF TOWN OFFICIALS

1) **Pumping Report:**

The Deputy Public Works Director reported the following:

- Pumping was up slightly for the month of August compared to last year.
- Rainfall was slightly below average for the month of August.

- Color level at north reservoir has dropped significantly.
- North Reservoir was @ 39 MG, usable storage-60MG
- South Pond is @ capacity, usable storage-7MG.

2) **Town project reports:** (See Project Update Report dated August 2008)

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

Commission President DiGiando stated that he would like to discuss the proposed Water and Sewer Budgets for fy 2008/2009 under New Business, as the next items of business.

Motion was made by Commissioner White, seconded by Commissioner Szepatowski to discuss **New Business**, item #'s 2 and 3—Proposed Water and Sewer Budgets fy 2008/2009, as the next items of business. So unanimously voted.

NEW BUSINESS

2) Proposed **Water Budget fy 2008/2009** for adoption

Administrator Keiser briefly outlined the changes in the proposed Water Budget for fy 2008/2009 and noted that no rate increases are recommended at this time. Administrator Keiser further noted that the Town is continuing to work with David Bebyn of B&E Consulting on the rate study and that rate increases are expected fy 2009/2010 and in the years to follow.

Commissioner Sutton asked for clarification regarding anticipated amount for debt service and also asked when the first payment would be due. Christina Collins, Finance Director reported that it was approximately \$460,000 and that it all depends upon the outcome of 44 Southwest Avenue. Ms. Collins further reported that the first principle payment would be due next year during fy 2009/2010.

Commissioner Kelly asked for clarification regarding employee's salaries. Administrator Keiser briefly identified the positions included in the budget. Brief discussion ensued regarding employees and in kind services.

The Deputy Public Works reported that both the new and old treatment plants will be running concurrently for a period of time during this upcoming winter and that this is required by the State until all testing has been completed. Discussion followed.

Motion was made by Commissioner Szepatowski, seconded by Commissioner White to approve the Water Budget fy 2008/2009, as presented. So unanimously voted.

3) Proposed **Sewer Budget fy 2008/2009** for adoption

Administrator Keiser briefly outlined the changes in the proposed Sewer Budget for fy 2008/2009 and noted that no rate increases are recommended at this time.

Following clarification of a few items, motion was made by Commissioner Szepatowski, seconded by Commissioner Kelly to approve the Sewer Budget fy 2008/2009, as presented. So unanimously voted.

LETTERS AND COMMUNICATIONS

(None)

UNFINISHED BUSINESS

Motion was made by Commission President DiGiando, seconded by Commissioner White to discuss item #2 (44 Southwest Avenue) as the next item of business. So unanimously voted.

2) **44 Southwest Avenue**

a) Archeological Assessment by PAL

Administrator Keiser reported the following:

- o The archeological assessment identifies an area between the driveway and Jamestown Fitness with 40 different Native American features/findings.
- o 44 Southwest Avenue is a likely candidate for the historical registry.
- o The site requires a phase 2 archeological study. This determination is what caused Church Community Housing to relinquish its agreement with the Town.

Commission President DiGiando expressed his concerns regarding a new appraisal. Administrator Keiser stated that these findings will reduce the appraised value substantially, since a developer can only use the existing footprint of the property. Council President DiGiando asked the Administrator what the next step should be. Administrator Keiser stated that the Town needs to test the market given their current limitations and put the property out to bid with the stipulation that the Town reserves the right to refuse any bid. Brief discussion ensued regarding the footprints of the existing site and the future use of the property.

Motion was made by Commissioner Kelly, seconded by Commissioner White to allow the Town Administrator to proceed with the sale of 44 Southwest Avenue using his best judgment to protect the ratepayers. Commissioner Sutton noted that all of the real estate dealers in the Town of Jamestown will have the opportunity to be involved. Motion so unanimously voted.

1) **Meeting structure** (cont. from 08/18/08)

Commission President DiGiando reported that he has reviewed the water and sewer meeting agendas for the past twelve months and it appears as though some months there's very little business.

Commission President DiGiando suggested rolling water and sewer business into regular Town Council meetings or possibly having the water and sewer meeting from 6:00 PM to 7:00 PM prior to a regular Town Council meeting. Commissioner Kelly suggested having the water and sewer meeting from 6:00 PM to 7:00 PM prior the second regular Town Council meeting.

Motion was made by Commissioner White, seconded by Commissioner Kelly to move the next water and sewer meeting to October 27th from 6:00 PM to 7:00 PM, prior to the regular Town Council meeting on a trial basis. So unanimously voted.

NEW BUSINESS cont.

1) Application of Victor Bell, EPI R.E. Holdings, LLC (5 Clinton Avenue; Plat 9, Lot 211) for **utility service expansion/change of use**

Following clarification of a few items, motion was made by Commissioner Kelly, seconded by Commissioner White to approve the application of Victor Bell, EPI R.E. Holdings, LLC (5 Clinton Avenue; Plat 9, Lot 211) for utility service expansion/change of use.

2) Proposed **Water Budget fy 2008/2009** for adoption Previously discussed.

3) Proposed **Sewer Budget fy 2008-2009** for adoption. Previously discussed.

BILLS AND PAYROLL

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

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

TOWN BUSINESS

- 1) **Bike Path Design Committee** (Two (2) vacancies); duly advertised and interviews complete; if favorable appoint
 - a) Letters of interest
 - i. Arthur Spivack
 - ii. David Burnell
 - iii. Randy Keck
 - iv. Nancy Logan
 - v. Susan Plowden
 - vi. Karen Bell

Following brief discussion, motion was made by Commissioner Szepatowski, seconded by Commissioner White to change the way that the committee is set up, by making the Town Administrator and the representative of RIDOT non-voting members and that the number of residents be changed to four and the fourth member will be selected by Rolling Agenda. So unanimously voted.

Commission President noted that the make up of the committee is now as follows:

Town Planner

Town Council member

Conservation Commission member

4 residents (3 chosen by the Town Council) and 1 chosen by Rolling Agenda

Town Administrator, as non-voting member

Representative from RIDOT, as non-voting member

Motion was made by Commissioner Szepatowski, seconded by Commissioner White to appoint Nancy Logan, David Burnell and Susan Plowden to the Bike Path Design Committee, with the understanding that the fourth member will be selected by Rolling Agenda. So unanimously voted.

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner White, seconded by Commissioner Szepatowski to adjourn the meeting at 8:40 PM. So unanimously voted.

Attest:

Denise Jennings

Water and Sewer Clerk

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