

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

Monday, June 18, 2007

A regular meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners was called to order at the Jamestown Philomenian Library, Conference Room, 26 North Road at 7:01 PM by President David J. Long.

The following members were present:

Vice-President, Julio DiGiando
William Kelly
Michael F. Schnack
Barbara A. Szepatowski

Also present were:

Bruce Keiser, Town Administrator
Steven J. Goslee, Public Works Director
Peter D. Ruggiero, Town Solicitor
Denise Jennings, Water and Sewer Clerk

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None scheduled)

READING AND APPROVAL OF MINUTES

1) 05/24/07 (regular meeting)

Motion was made by Commissioner Szepatowski, seconded by Commissioner Schnack to accept the 05/24/07 regular meeting minutes. So unanimously voted.

OPEN FORUM

1) Scheduled requests to address:

(None scheduled)

2) Non-Scheduled requests to address:

(None)

REPORT OF TOWN OFFICIALS

The Public Works Director reported the following:

1) **Pumping Report:**

- Pumping was down slightly for the month of May. No flushing took place.
- North Reservoir is down a few inches and is @ 59MG, usable storage-60MG
- South Pond is @ capacity, usable storage-7MG.

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

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

The Commission briefly discussed backflow prevention requirements and the cost associated with this unfunded state mandate. Commission President Long asked the Public Works Director and the Town Administrator to get together to discuss this matter and report back to the Commission at the next Water and Sewer meeting on 07/16/07.

The Commission briefly discussed the use of effluent at the Lawn Avenue ball fields. Commissioner Szepatowski stated that many parents have expressed their concerns regarding this matter.

3) Report from the Public Works re: **illicit connections**

The Public Works Director briefly outlined his memorandum dated 06/15/07 to the Town Administrator and reported that during the installation of new water meters and radio read devices, his staff has observed sewer drain connections and that he has begun to compile a list of customers whom will have to be re-inspected to check for removal of these drains from the system. The Public Works Director noted that he had included in the Commission's meeting packets, copies of letters that had previously been sent to customers. The Town Administrator suggested that an advisory letter be sent out to all customers with their next water and sewer bills and a notice in the newspaper at a later date. Following brief discussion and clarification, it was the consensus of the Commission to include an advisory letter with the next water and sewer bill, followed by a notice in the newspaper, as recommended by the Town Administrator.

4) Report from the Town Administrator re: **Water Resources Board report**

The Town Administrator updated the Commission on his recent meeting with the Water Resources Board and their issuance of the Town's notice of non-compliance. Discussion ensued regarding the discrepancies in the report, the issuance of the notice of non-compliance and the appeal process. The Town Administrator reported that he has asked the Town Solicitor to assist with the appeal process. Commissioner Szepatowski suggested that a formal meeting be set up with Juan Mariscal from the WRB. Commission President Long asked the Town Solicitor if any formal action can be taken against the resident who gave the WRB inaccurate information. The Solicitor stated that the Town could not. Discussion followed regarding the discrepancies in the report and the WRB's lack of communication with the Town for verification of the information in the report. Commission consensus: To ask Mr. Mariscal for a formal meeting and to continue discussion on this matter at the next Town Council meeting on 06/25/07.

5) Annual Drinking **Water Quality Report for 2006**

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

LETTERS AND COMMUNICATIONS

1) Letter from Alec Broers (32 Mount Hope Avenue-second unit) re: **sewer hook-up fee**

Commission President Long stated that it appears as though Mr. Broers feels as though the sewer hook-up fee was imposed inappropriately. The Public Works Director stated that it clearly is a separate unit; therefore, a fee is imposed. Motion was made by Commissioner Schnack, seconded by Commissioner Szepatowski to accept the communication from Alec Broers (32 Mount Hope Avenue-second unit) re: sewer hook-up fee. So unanimously voted. Solicitor Ruggiero stated that there should be some right of appeal. Commission consensus: To ask the Solicitor to review the appeal process and to continue this matter to the next water and sewer meeting on 07/16/07.

Commission President Long noted that if Mr. Broers would like his water meter installed and the

water turned on prior to the 07/16/07 meeting, he will have to pay the sewer hook-up fee.

2) Letter dated 05/25/07 from Arlene and Raymond LaBua (3 Fowler Street) re: 04/07 **water bill adjustment**

The Public Works Director briefly outlined his memorandum to the Town Administrator as follows:

- o The water meter was replaced on 07/13/06
- o The water meter is located in the yard of the property.
- o The leak was discovered in December of 2006
- o The billings from 06/22/06 through 11/27/06 showed no leak and a total consumption of 8,770 gallons
- o The property owner is responsible for the service connection to the house from the curb stop

Motion as made by Commissioner Schnack, seconded by Commissioner Szepatowski to accept the communication from Arlene and Raymond LaBua (3 Fowler Street) re: 04/07 water bill adjustment. So unanimously voted.

UNFINISHED BUSINESS

1) Application of Frank Henderson (Plat 8, Lot 322; 27 Luther Street) for utility (water and sewer) service **expansion/change of use** (cont. from 05/24/07)

- a) Letter of concern dated 06/02/07 from Roger and Maryjane Lavallee (20 Luther Street)

Motion was made by Commissioner Schnack, seconded by Commissioner Szepatowski to accept the communication from Roger and Maryjane Lavallee (20 Luther Street). So unanimously voted.

- b) Memorandum from the Water and Sewer Clerk re: request for continuance from Attorney Quentin Anthony to 07/16/07

Motion was made by Commissioner Schnack, seconded by Commissioner Kelly to continue the application of Frank Henderson (Plat 8, Lot 322; 27 Luther Street) for utility (water and sewer) service expansion/change of use to the next Water and Sewer meeting on 07/16/07.

2) Review of **Town Office** site (44 Southwest Avenue) for **future disposition**. (*per Councilor Kelly*) (cont. 05/24/07)

- a) Report from the Town Administrator

The Town Administrator reported that Church Community Housing will be receiving the final word on funding in a few weeks. Commissioner Kelley suggested looking at others besides Church Community Housing. The Town Administrator stated that seeking others would delay this out another year and that Church Community Housing will here about funding in a few weeks. Commissioner Kelly asked the Solicitor for clarification regarding the legality of the Town's sole involvement with Church Community Housing. Solicitor Ruggiero stated that the Town does have the right to see a sole agency. Following brief discussion, it was the consensus of the commission to continue this matter to the next water and sewer meeting on 07/16/07.

NEW BUSINESS

1) **Municipal Water Conservation Measures for Summer 2007** (If favorable, order advertised for Public Hearing 07/02/07 or at a later date)

The Public Works Director reported that the North Reservoir is down a few inches. He further reported that it is a treatment issue, not a quantity issue. The Public Works Director recommended that the regulation regarding restricting lawn irrigation be kept in place. Commissioner Schnack asked for clarification regarding the current restrictions in place. The Public Works Director reported that effective June 1st through October 31st- individuals on the Municipal Water System are prohibited from lawn irrigation, house washing, boat washing and residential car washing and that

the proposed restrictions for summer 2007 would ease up on house washing, boat washing and residential car washing for the month of July, with further restrictions in August, if necessary. Motion was made by Commissioner DiGiando, seconded by Commissioner Kelly to hold a public hearing on July 2nd at 7:00 PM, for the purpose of considering the draft of the Municipal Water Conservation Measures for Summer 2007. So unanimously voted.

BILLS AND PAYROLL

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

TOWN BUSINESS

(None scheduled)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Schnack, seconded by Commissioner Szepatowski to adjourn the meeting at 8:20 PM. So unanimously voted.

Attest:

Denise Jennings
Water and Sewer Clerk

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