

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

Thursday, September 23, 2004

**PUBLIC WORKSHOP-WATER SYSTEM IMPROVEMENTS**

A public workshop pertaining to Water System Improvements, held by 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 Commission Vice-President David Long.

The following members were present:

Kenneth Littman, President (arrived @ 7:14 PM)  
Julio DiGiando  
Claire W. Ferguson (arrived @ 7:16 PM)  
Guy Settipane

Also present were:

Police Chief Thomas Tighe, Interim Town Administrator  
Steven J. Goslee, Public Works Director  
Denise Jennings, Water and Sewer Clerk

The only others present were:

David Bebyn, CPA, Bacon & Edge, PC  
Jamestown Residents (3)  
Dottie Farrington, Jamestown Press

- 1) **Rate Study**
  - a) Presentation by David Bebyn, CPA from Bacon & Edge, PC (See attached letter and Rate Study as revised 09/17/04)

Mr. Bebyn briefly outlined his communication dated 09/17/04. The Commission asked clarification on a few items as reported by Mr. Bebyn. Discussion followed. Commissioner Settipane expressed his concerns regarding the following items that were not addressed in Mr. Bebyn's study, specifically revenue generated from the leases on the water tower and rental fee in the amount of \$6,500 for the Town Office building located at 44 Southwest Avenue.

7:14 PM-Commission President Littman arrived.

7:16 PM-Commissioner Ferguson arrived.

Discussion ensued regarding the need to review the leases on the water tower and rental fee for the Town Office building in the amount of \$6,500.

Following discussion, it was the consensus of the Commission to ask the Town Administrator to work with David Bebyn, CPA from Bacon & Edge, PC on this matter and to ask Mr. Bebyn to return at a Town Council meeting held on 10/12/04 and to ask him to recalculate his figures in accordance with the discussion this evening regarding the review of leases on the water tower and fair market value on the building owned by the Water Division, specifically the Town Offices,

located at 44 Southwest Avenue.

The public workshop concluded at 8:01 PM.

### **REGULAR MEETING**

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 8:02 PM by Commission President Kenneth G. Littman, following a public workshop pertaining to Water System Improvements.

The following members were present:

David Long, Vice-President  
Julio DiGiando  
Claire W. Ferguson  
Guy Settipane

Also present were:

Police Chief Thomas Tighe, Interim Town Administrator  
Steven J. Goslee, Public Works Director  
Denise Jennings, Water and Sewer Clerk

### **AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS:**

1) Presentation by Dr. William R. Gordon, Jr. Dept. of Community Planning, URI re: Proposed Memorandum of Cooperation with the Town of Jamestown (continued from 06/21/04)  
Commissioner Littman reported that Dr. Gordon has requested that this matter be removed from the agenda until further notice.

### **READING AND APPROVAL OF MINUTES**

1) 08/16/04 (regular meeting)  
Motion was made by Commissioner Long, seconded by Commissioner DiGiando to accept the 08/16/04 (public workshop/regular meeting) minutes. So unanimously voted.

### **REPORT OF TOWN OFFICIALS**

#### **1) Pumping Report:**

Mr. Goslee reported the following:

- Pumping was down for the month of August and compared to last year.
- North Reservoir was down 20”.
- South Pond is at capacity.
- Transfer pumping has been switched to send water to the treatment plant and the immersed membrane pilot. South Pond water will be redirected back to North Reservoir when the pilot shuts down.

#### **2) Town project reports:**

##### **Town Wells:**

Mr. Goslee reported the following:

- JR1 is online and is producing @ 45 gallons per minute. It runs in sequence with the water plant and produces @ 50,000 gallons per day. Have received our annual wetland vegetative plot inventory for the wetland complex south of the well. Mr. Goslee briefly described the results of the inventory.

- JR3 runs in sequence with JR1 and produces slightly less than JR1.
- JR5 is offline. This well was used for the RO Pilot Test.
- Will be cycling all wells on and off to test the pilot membrane system.

**North/South Pipeline:**

No action taken.

**Aeration System:**

Mr. Goslee reported that the system is online, is operating well and that the color level is improving, which the exception of times during heavy rainfall.

**Treatment Plant:**

Mr. Goslee reported the following:

- The Town has completed its third quarter for the new testing protocols for disinfection byproducts.
- Briefly described the test results from the RI Department of Health.

**Immersed Membrane Pilot:**

Mr. Goslee reported the following:

- Fay, Spofford & Thorndike are onsite and the pilot has been operating on the some water that the treatment plant has been taking for the last month.
- The pilot is currently running exclusively on South Pond water.

**Distribution System:**

Mr. Goslee reported the following:

- The water crew has been working on completing meter change outs. The City of Newport has just completed their change over to the new meter and billing system. Mr. Goslee reported that he and the Assistant Finance Director would be going to Newport to see the new system in operation.
- He anticipates flushing hydrants this fall. Mr. Goslee stated that public notice would be given in the form of a block advertisement in the Jamestown Press prior to hydrant flushing. Mr. Goslee stated that flushing of the hydrants is done to help maintain good water quality in the system and helps flush sediment and rust deposits.

**Transfer Pumping:**

Previously reported.

**Sewer Plant Rehabilitation:**

Mr. Goslee reported the following:

- Process Engineers, the general contractor for the pump stations continues to provide shop drawings and submittals for the project. Narragansett Electric is exploring options to move power poles to expedite the change in voltage stations.
- Will be forwarding a copy of the claims made to date against Rocchio Corp. to the Town Solicitor.

**Distribution System Upgrade:**

No action taken.

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

## LETTERS AND COMMUNICATIONS

- 1) Communication submitted by Victor Richardson at the 08/16/04 Water and Sewer Meeting re: **South Pond** (per Commissioner Settipane)

Motion was made by Commissioner Settipane, seconded by Commissioner Long to accept the communication submitted by Victor Richardson at the 08/16/04 Water and Sewer Meeting re: So unanimously voted. Short discussion followed.

## UNFINISHED BUSINESS

- 1) **Toilet Retrofit Program** (cont. from 06/21/04)
  - a) Memorandum from the Water and Sewer Clerk

The Commission briefly discussed the memorandum from the Water and Sewer Clerk regarding the status of those customers who are not yet in compliance with the Retrofit Program and the Retrofit Financial Incentive Program. Mr. Goslee reported that \$11,940 is still available for the issuance of rebates and stated that many of the customers not in compliance, might be in compliance and just need to call for inspection. Short discussion ensued. Mr. Goslee stated that the Retrofit Program ended on May 17, 2004 and if the Commission wishes to extend the program they may want to amend the rules and regulations to reflect this change.

Commission consensus: To continue the issuance of retrofit rebates, while funds are still available and to ask the Town Solicitor to review the rules and regulations pertaining the Retrofit Financial Incentive Program and to continue this matter to the next Water and Sewer meeting on 10/18/04.

## NEW BUSINESS

(none scheduled)

## BILLS AND PAYROLL

Motion was made by Commissioner Long, seconded by Commissioner DiGiando to approve the Water Bills and Payroll. So unanimously voted.

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

## TOWN BUSINESS

- 1) **Executive Session Announcement:**
  - a) Pursuant to RIGL 42-46-5 (a) (1) Personnel
    - i) Town Administrator Search Committee re: applicants
    - ii) Personnel Policy (per Administrator)
- 2) **Unfinished Business:**
  - a) **Former landfill re: Environmental Monitoring Plan**, including changes (cont. from 09/13/04)

Administrator Tighe stated that he has not yet received the information pertaining to this matter. Council Consensus: To continue this matter to the 09/27/04 Town Council meeting.

b) Resolution re: **RIPTA-Public Transportation Routes in RI** (cont. from 09/13/04)  
Council President Littman reported that a hearing would be held on this matter on September 28, 2004, by RIPTA.

The Administrator stated that he had discussed this matter with the Town Clerk and that it was their belief that the Council was going to come up with a resolution that would be submitted to RIPTA. Councilor Long stated that in the past the Town Clerk has written most of the resolutions and the Council has drafted a few. Council President Littman stated that this does not have to be in the form of a resolution. Councilor Settiane stated that the Council can direct the Town Administrator to issue a letter that the Town Council is opposed to the cutbacks as proposed by RIPTA, especially those that impact Jamestown and Newport, specifically Route 64. The Administrator stated that he thought that Representative Long would be present at the hearing to make a presentation regarding Route 64. Council President Littman suggested that it be put in the form of a letter and that it be forwarded RIPTA prior to the hearing.

Motion was made by Councilor Settiane, seconded by Councilor Long that the Town Council of the Town of Jamestown take the position that opposes any cutbacks in the RIPTA transportation routes in RI, specifically Route 64 in Jamestown and Newport in the form of a letter and to authorize the Town Administrator to sign the letter on the behalf of the Town Council. So unanimously voted.

It was the consensus of the Council that the Administrator forward the letter to RIPTA prior to the hearing on September 28, 2004 and that copies be sent to the Governor's Office, Senator Paiva-Weed and Representative Long.

**c) Design, Construction and Maintenance Agreement re: replacement of temporary water line (cont. from 09/13/04)**

The Council briefly reviewed the Design, Construction and Maintenance Agreement from the RIDOT. Mr. Goslee reported that he has not yet received a written advisory opinion from the RI Department of Health regarding the proposed temporary water line. Discussion ensued regarding the omission of the RIDOH opinion in the draft of the Design, Construction and Maintenance Agreement.

Motion was made by Councilor Settiane, seconded by Councilor Long to approve the Design, Construction and Maintenance Agreement re: replacement of temporary water line. Following further discussion and clarification, Councilor Long withdrew his second on the motion. Councilor Settiane withdrew his motion.

Council Consensus: To ask the Administrator to discuss this issue with the Solicitor and to continue this matter to the 09/27/04 Town Council meeting.

**EXECUTIVE SESSION**

8:52 PM-Motion was made by Councilor Long, seconded by Council President Littman to enter Executive Session, pursuant to RIGL 42-46-5 (a) (1) Personnel on the following matters:

- i) **Town Administrator Search Committee** re: applicants
- ii) **Personnel Policy** (per Administrator)

Council President Littman-aye, Councilor Long-aye, Councilor DiGiando-aye, Councilor Ferguson-aye and Councilor Settiane-aye. So unanimously voted.

Motion was made by Councilor Long, seconded by Councilor Ferguson to end the Executive Session and return to Council business at 9:21 PM. So unanimously voted.

Motion was made by Councilor Long, seconded by Councilor Ferguson to seal the Executive Session minutes. Council President Littman-aye, Councilor Long-aye, Councilor DiGiando-aye, Councilor Ferguson-aye and Councilor Settiane-aye. So unanimously voted.

**Town Administrator Search Committee re: applicants:**

Motion was made by Councilor Long seconded by Councilor Settiane to instruct the Interim Town

Administrator and the Town Clerk to set up interviews for the Town Council to meet with four of the applicants. Council President Littman-aye, Councilor Long-aye, Councilor DiGiando-aye, Councilor Ferguson-aye and Councilor Settipane-aye. So unanimously voted.

Motion was made by Councilor Long, seconded by Councilor DiGiando to instruct Fred Pease of the Town Administrators Search Committee to communicate/release the remainder of the applicants excluding the top ten applicants chosen by the Committee. Council President Littman-aye, Councilor Long-aye, Councilor DiGiando-aye, Councilor Ferguson-aye and Councilor Settipane-aye. So unanimously voted.

Council Consensus: To continue this matter to the 09/27/04 Town Council meeting for a status report from the Interim Town Administrator.

### **ADJOURNMENT**

There being no further business before the Commission, motion was made by Commissioner Long, seconded by Commissioner Ferguson to adjourn the regular meeting at 9:24 PM. So unanimously voted.

Attest:

Denise Jennings  
Water and Sewer Clerk

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