

**TOWN OF JAMESTOWN
BOARD OF
WATER AND SEWER COMMISSIONERS**

Monday, August 19, 2002

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 7:00 PM by Commission President Guy Settipane. The following members were present:

David Swain, Vice-President
Kenneth G. Littman
Norma Willis

Also present were:

Steven Goslee, Public Works Director
Denise Jennings, Assistant Finance Director/Water and Sewer Clerk

Absent were:

Commissioner David Long
Maryanne Crawford, CPA, Town Administrator
Douglas DiSimone, Esq., Town Solicitor

READING AND APPROVAL OF MINUTES

1) 07/15/02 (regular meeting)

Motion was made by Commissioner Willis to accept the minutes of 07/15/02. Commission President Settipane asked Commissioner Willis to withdraw vote for discussion. Commissioner Willis withdrew her motion.

Commission President Settipane referred to page 1, specifically the end of the last paragraph under TOWN BUSINESS (Notice of intent to move to rescind the action/decision approving the location and size of a new Department of Public Works facility at the Transfer Station/Closed Landfill and Wastewater Treatment Facility). Commission President Settipane: There should be a motion before the motion to rescind. There was a motion made by Councilor Littman, and I believe seconded by Councilor Long to take the motion to rescind off the table and lay it down before us for action.

I can not recall what the vote was, but obviously it was majority and then it flowed into the remainder of discussion. Is that consistent with the memory of other Commission members?

Commissioner Littman: Where on the minutes are you referring? Commission President Settipane: Just after the last paragraph on page 1. I believe that you (Commissioner Littman) made the motion per the Solicitor's recommendation. We had tabled the motion and then we had to take it off the table. We then made a motion to take it off the table and lay it down on the table for action before us. Commissioner Willis: Down at the bottom it states that the motion was on the table. Commission President Settipane: When you table something, under Robert's Rules, you need to make a motion to take it off the table and place it on the table for business and action. This was done properly, but is not recorded properly.

Commission President Settipane asked that acceptance of the minutes of 07/15/02 be continued to

the next meeting on 09/16/02 and asked the Clerk to listen to the tape recording and take down the motion as stated. Commission consensus: To continue acceptance of the minutes of 07/15/02 to the next meeting on 09/16/02.

REPORT OF TOWN OFFICIALS

1) Pumping Report:

Mr. Goslee: Pumping for July was up significantly from last year. The average for August to date is around 300,000 gallons per a day and up around 320,000-350,000 on the weekends. There was about 1 inch of rain in July, which is considered less than average. We have had basically no rain in August. The drought is getting pretty severe. If we do not see some rain within the next month we will start to see some problems. The statewide drought task force meets again on Wednesday, 08/21/02. I anticipate that certain sections of the state will be elevated to a drought warning/watch, which is the second highest step to the drought emergency. Commissioner Willis: What does that trigger? Mr. Goslee: We are usually one step ahead of this. On a statewide basis they will allow people to ban outside water uses and other certain uses.

Mr. Goslee: The reservoir was down 30 inches on Friday, 08/16/02 and is down 32 inches today. This is a pretty significant drop. When we hit 3 feet we will ban all outside watering. I anticipate this happening by the end of this week. At this time, we will then place in advertisement in the Jamestown Press. Commission President Settupane: Is pumping from South Pond on hold right now? Mr. Goslee: Yes, it is on hold until we get some water back in it. Usually in October we get a few good rainfalls and it fills back up again. Commissioner Swain: In these reports it would help in the future, if there were language in the pumping report to explain why we are not pumping from South Pond. It would be helpful on the rainfall report if you could add the number of inches that we are down on the average rainfall. On Wednesday 07/10/02 you only pumped 111,000 gallons, why?

Mr. Goslee: We were pumping from North Kingstown at that time. The total number of gallons pumped from North Kingstown is indicated on the bottom half of the pumping report. Short discussion ensued regarding the rise in numbers pumped through the remainder of July. Mr. Goslee stated that the increase was probably due to higher indoor usage and the increase in summer visitors. Commission President Settupane: We need to think about the long term. We need to keep ahead of the crisis, get the word out and try to get voluntary indoor conservation. Is there information we could release, perhaps through an advertisement on voluntary conservation measures? Mr. Goslee: We have a list of water wise tips at the office, we will put them on the Town website. Commission President Settupane: Do we have handouts? Mr. Goslee: Yes, and we have free conservation kits that we hand out and we will also deliver them to residents. Commissioner Willis: It can not hurt to encourage people on wells to be mindful of water conservation also. Commission President Settupane: As Ms. Willis has previously stated, we all drawn from the same lens. We will need more information at some point, sooner than later. Commissioner Willis: All of the wells tend to draw the water table down. Mr. Goslee: The level of the Town wells tend to be about one month behind the reservoir.

2) Town project reports

North/South pipeline:

Mr. Goslee: There is correspondence in your packet from the Narragansett Indians about some concerns they have with the north/south pipeline project and future development in the area. I recommend that the Town Administrator and I prepare a letter for the Commission, stating all of the things that we have done as far as conservation and that this pipeline is not being generated as part of an expansion and that we are just trying to get a safe yield for our system, for our existing customers so that they can have an adequate safe supply of water. Commission President Settupane:

In the letter could you address perhaps, different sections where the pipeline is going? For example, the significant shoulder on North Road. Has there already been prior excavation of that portion where the pipe is, when the State put their road in? What areas are there of greater concern? Mr. Goslee: He is concerned with every square inch. Commission President Settignano: I recognize that he has his right to be concerned. It may be helpful to reduce the areas that are an issue. Commissioner Swain: This is phase 1. Phase 1 means that we are looking to see if there is an issue. We are not going to dig up a mess and then fix the issue after the fact. We are exploring to make sure that we are not upsetting any issue. I do not disagree that he has his opinion that all of Jamestown is an issue for the Indians, but if upon this phase 1 survey we find that there is no issue and or there is only these areas of issues and the other 3 miles are okay then we cut it down. The Federal Government not releasing the money for phase 1 is being a little slow and uncooperative. Mr. Goslee: The purpose of phase 1 is to identify any areas where you may have an impact, so that you can avoid impact. Commission President Settignano: We received a letter expressing concern and we need to consider his standpoint. I think it is being handled properly with the archaeological study and the Town Administrator and the Public Works Director will draft the letter and perhaps we will have more communication as we move forward.

Commissioner Willis: Mr. Goslee will we have the same problem with the Indians on the Beavertail Road water line replacement? Mr. Goslee: We will not be using federal funds for this project. Commissioner Willis: So we do not have to worry about it? Commission President Settignano: It will be the same issue, whether it is federally funded or not. The same concerns are there. We should think broader on this and the manner to which we approach it. Commissioner Willis: If we have extra things to do, we should get started on it. We need to be proactive to avoid delay. Commission President Settignano: We are not looking for trouble; we are trying to avoid trouble.

Expansion of South Pond (continued from 07/15/02):

Commission President Settignano referred a copy of letter dated 08/15/02 to the Public Works from George Gifford regarding the steps for the expansion of South Pond. Commission President Settignano asked Mr. Goslee what the next step would be. Mr. Goslee stated that if the Commission decided to move forward he could try to get a budget from Mr. Gifford on the different people that would be involved, such as the engineering work, the biology work and the survey work. Commission President Settignano: Do you think we would have trouble substantiating the need? Mr. Goslee: You may have trouble substantiating a need if the north/south pipeline proves out to be a viable alternative. They may say that since you have the pipeline you really do not need to expand the reservoir now, you can just pump the water back. Commission President Settignano: Even with the pipeline and before our problems with North Reservoir we still had to go into restrictions. Water is not plentiful, even with north/south pipeline. The pipeline is just keeping us above water. Commissioner Swain referred to page 2 of the letter from George Gifford to the Public Works Director specifically paragraph one "Without an explanation of the Town's overall plan for water supply improvement, and how this reservoir expansion fits into the plan, it may be difficult to substantiate a request. It will be necessary to support the absolute need for the reservoir expansion, and clearly explain that there exists no alternate(s)." Commissioner Swain: Is reverse osmosis considered an alternate? Commission President Settignano: I think so. Instead of filing this letter away, lets get with the big picture and perhaps forward this letter to the Water Study Committee and think long term. Commissioner Swain: We can look at the additional tower, desalinization and the costs to see what it would take to get a permit like this in the system and to see how much water we can get out of this.

Following clarification of a few items, motion was made by Commissioner Willis, seconded by Commissioner Swain to forward a copy of the letter from George Gifford regarding the expansion of South Pond to the Water Study Committee for their review along with the other water sources that

they are currently discussing and to ask the Public Works Director to actively participate in the discussion and report back to the Commission. So unanimously voted.

Water Treatment Plant:

Mr. Goslee reported that a representative from US Filter was on site 07/16/02 through 07/18/02 and that prior to his arrival a lab in Vermont was working on the algae counts and proceeded to test for its Zeta potential. Mr. Goslee reported that Zeta potential is the magnetic charge in the water and that the representative from US Filter has experience with this issue and that chemicals were used to neutralize the charge. Mr. Goslee further reported that this change in neutralization improved filter runs and reduced turbidity and that he will be setting up a test program to help determine the different potentials that may be coming from South Pond. Mr. Goslee reported that the plant is currently processing up to 360,000 gallons a day.

Town Wells:

Mr. Goslee reported the following:

- JR-1-is still operating and is pumping 45,000 gallons per day.
- JR-3- is operating on a rotational basis and is being pumped into the reservoir.
- JR-4- is not in use. Mr. Goslee reported that he had spoken to Linda Steere the Benthic Biologist and she stated that there has not been enough rain to get this survey done this year.
- JR-5-no change.
- JR-6-met with Dr. Frolich on Friday, 08/16/02 to go over pump test results. Dr. Frolich will be providing his report this week. George Gifford will be preparing the CRMC application, which will take approximately 3 months to process.

Wastewater Management Plan:

Commission President Settipane stated that the Town Administrator has advised that a clerk has been hired.

Beavertail Road water line replacement:

Previously discussed.

Sewer Plant Rehabilitation:

1) Report from Lazlo Siegmund, Siegmund and Associates, Inc.

Mr. Siegmund: We have three separate construction contracts on the design. The first is the Manhole Rehabilitation Program. This program is to address depressed manholes or manholes that we know a significant amount of water gets in during a rainstorm. This project can move ahead before the Facilities Plan Update is approved (under the category for exclusion) and is funded under the program. We hope to advertise this by the end of this month. The bids will be opened on 09/18/02 and will be before the Council for a decision at the next Town Council meeting. There are approximately forty to fifty manholes that need to be addressed.

The second contract is for Pipeline Rehabilitation and would be advertised shortly after the first one. This would be for the lining of several thousand feet of structurally inadequate cracked pipe. This also qualifies under the category for exclusion and is funded under the program.

The third contract is for pipeline replacement and replacement of manholes that can not be rehabilitated. This program requires excavating, therefore, requires that the Facilities Plan Update must be approved. This program will begin sometime next spring. With respect to the Facilities Plan Update, we are working on getting some dates for the public workshop, which should be some time in October. RIDEM has already looked at the draft of the plan and we seem to be in good agreement that we are going in the right direction. In the near future we will be submitting the draft

of the plan to the Town that can be made available at the Library and the Town can advertise for review. I need to work with the Town on determining the best format for the presentation. Whether it is in a formal presentation or a workshop that starts sometime in the afternoon and run into the evening. Sometime in November we can submit the final draft of the plan to RIDEM for their review. It will take approximately one to three months for RIDEM to approve the plan. We are approximately halfway through the pump station rehabilitation work and have completed approximately 35% of the work with the treatment plant. The last month we will be focusing mostly on infiltration. Commission President Settipane asked the Commission if they had any questions regarding Mr. Siegmund's report.

Commissioner Swain: The State has recently paved a portion of Conanicus Avenue, is there any chance that they repaired some of the manholes? Mr. Siegmund: Some of the manholes have been raised. Commissioner Swain suggested that Mr. Siegmund go back and review the area. Commissioner Swain: I would like to see the formal report (Facilities Plan Update) and then schedule a public workshop, if needed. I do not wish to have a workshop that runs all day. Commission President Settipane: I would like to review the report also. Commissioner Swain: I would like to have the public workshop after seeing the formal report. Commission President Settipane: Yes, that way we will be more prepared.

Motion was made by Commissioner Swain, seconded by Commission Willis to ask the clerk to coordinate with Mr. Siegmund on the submission of the draft of the Facilities Plan Update to the Commission and to ask the clerk to set up recommended dates for the public workshop. So unanimously voted.

Commission President Settipane: Are there any additional questions regarding the report from Mr. Siegmund? I know that Commissioner Willis has some written questions for Mr. Siegmund and also there were some items that were continued from a previous meeting.

Copy of Memorandum from Commissioner Willis to the Town Administrator re: Future expansion at the WWTF: Commissioner Willis to Mr. Siegmund: Did you get a copy of the memorandum that I sent to the Town Administrator? Mr. Siegmund: Yes. I have been struggling with the issue on how to respond without looking terribly evasive. Commissioner Willis: We have a map of the sewer plant facility and we have a large piece of land that says, "reserved for wastewater plant expansion". What does this mean? What is contemplated and are we reserving this property? In my research, it looks as though there are two areas that would be reserved for this. One would be for future sewer districts. As we have heard tonight and our comprehensive plan states, I do not think we will have any more sewer districts on this island. Our comprehensive plan states that we can not have any more sewers. RIDEM had given us some background information on tertiary treatment and said that we really need to discuss this with a person such as yourself (comment directed towards Mr. Siegmund). When talking about tertiary treatment, Mr. Towne from DEM said that the tankage area may need to be increased by as much as 50%. He then goes on to say another engineering aspect that should be evaluated, is whether the current extended aeration process can be modified to accommodate the less expensive single stage process for biological nutrient removal. This I understand is the same as tertiary treatment. Maybe you haven't had a chance to really review this. You can take this back and look at the questions. We need to do long range planning for everything in Jamestown. We need to think it out 20 years. You are rehabilitating the plant for 20 years and I think that it is a good idea to look at this. One of the questions that I had asked was, what is the likelihood of DEM and/or EPA requiring the Town of Jamestown to implement tertiary treatment? I know that at one meeting you had said that you felt that it was unlikely that they would do this, because of where it flows into the bay. Mr. Siegmund: I

think that there is correspondence on this issue. The probability is very low, but you can not exclude the possibility that it could happen. In the correspondence from RIDEM they essentially agree with that decision. They also seem to be in agreement with our position, that it is rather unlikely that the tertiary process will be required. I had a discussion with Warren Towne at DEM the reason being was that I was trying to get his latest opinion the subject. Short discussion ensued regarding tertiary treatment in other communities. Following clarification of a few additional items, motion was made by Commission President Settupane, seconded by Commissioner Swain to accept the communication from Commissioner Willis to the Town Administrator re: Future expansion at the WWTF. So unanimously voted.

LETTERS AND COMMUNICATIONS

- 1) Copies of communications re: Proposed Jamestown Archaeology
 - a) Letter dated August 14, 2002 from John Brown, THPO, Narragansett Indian Tribal Historic Preservation Office to Judith M. Doerner, State Conservationist
Previously discussed. Motion was made by Commissioner Willis seconded by Commissioner Swain to accept the letter dated August 14, 2002 from John Brown, THPO, Narragansett Indian Tribal Historic Preservation Office to Judith M. Doerner, State Conservationist. So unanimously voted.
 - b) Letter dated August 14, 2002 from Judith M. Doerner, State Conservationist to John Brown, THPO, Narragansett Indian Tribal Historic Preservation Office
Previously discussed. Motion was made by Commissioner Willis seconded by Commissioner Swain to accept the letter dated August 14, 2002 from Judith M. Doerner, State Conservationist to John Brown, THPO, Narragansett Indian Tribal Historic Preservation Office. So unanimously voted.
- 2) Copy of Memorandum from Commissioner Willis to the Town Administrator re: Future expansion at the WWTF
Previously discussed.

UNFINISHED BUSINESS

- 1) Communications submitted by Councilor Willis re: long range planning for the sewer plant (continued from 05/20/02)
 - a) Letter from Councilor Willis to the Council
 - b) Copy of letter from Warren M. Towne, P.E., Supervising Sanitary Engineer, RIDEM to Councilor WillisPreviously discussed.
- 2) Report from Lazlo Siegmund, Siegmund and Associates, Inc.
 - a) Sewer Plant Rehabilitation
Previously reported.
 - b) Scada System Contract AddendumMr. Goslee: The Commission needs to forward the contract to the Town Solicitor. Motion was made by Commission President Settupane, seconded by Commissioner Swain to approve the Scada System Contract Addendum, subject to the Town Administrator and the Town Solicitor's review. So unanimously voted.

NEW BUSINESS

- 1) Application of Michael Benes (Plat 9, Lot 588; 16 Highland Drive) for sewer service extension

Robert C. Cournoyer, Professional Land Surveyor (R.C. Cournoyer Enterprises, Inc.) stated that he was present as agent for the application of Michael Benes (Plat 9, Lot 588; 16 Highland Drive) for sewer service extension.

Mr. Cournoyer: Mr. Benes has property on 16 Highland Drive; Plat 9, Lot 588. He plans to put an addition on the house and the addition will go where the existing septic system is now. The house is located approximately 100 feet from Mackerel Cove Beach. The soil is not great in this area and the extension of the house would require a larger leeching system. Extensive testing would be required in the area. The property is very close to an existing Town's sewer system as shown on a map that I have submitted with the application. We thought that tying into the sewer system would be the best alternative.

Commission President Settupane: Mr. Goslee do you have any comments? Mr. Goslee: As stated in my letter to the Commission, I am concerned about the structure and existing ISDS. They are in close proximity to Mackerel Cove and the public bathing area. This area of Highland Drive has no storm water drainage. If a failure of the ISDS should occur, there would be a risk at Mackerel Cove. Commission President Settupane: It would be a public safety issue. Mr. Goslee: Yes. Commission President Settupane: So you are recommending that this application be granted based on those reasons? Mr. Goslee: Yes. If the Board so desires, I would like to make sure that Mr. Cournoyer is well aware that he is responsible for all fees and costs associated with the project.

Following clarification of a few items, motion was made by Commission President Settupane, seconded by Commissioner Willis to grant the application of Michael Benes (Plat 9, Lot 588; 16 Highland Drive) for sewer service extension based on the following findings of fact:

- The property is in a RR80 zoning district.
- The property is within 100 feet of Mackerel Cove.
- The Public Works Director has health, safety and welfare concerns, due to the public bathing area and its proximity.
- Representation by the expert, Robert C. Couynoyer, Registered Professional Land Surveyor and his expertise in ISDS and soil and his statements that the soil is very impervious and is not appropriate for septic operations for the treatment of waste.
- Is subject to payment of administrative fees in compliance with the Rules and Regulations of the Board of Water and Sewer Commissioners.

Motion so unanimously voted.

BILLS AND PAYROLL

Following clarification of one item, motion was made by Commissioner Swain, seconded by Commissioner Littman to approve the Water Bills and Payroll. So unanimously voted. Motion was made by Commissioner Swain, seconded by Commission President Settupane to approve the Sewer Bills and Payroll. So unanimously voted.

TOWN BUSINESS

- 1) Quonset/Davisville Liaison Committee (continued from 08/13/02)
 - a) Response letters re: scoping process
 - i) John Pagliarini, Candidate for Lt. Governor

Motion was made by Commissioner Swain, seconded by Commissioner Littman to forward the communication from John Pagliarini, Candidate for Lt. Governor to Paul Sullivan a member of the Quonset/Davisville Liaison Committee in the absence of Committee Chair. Dennis Webster. So unanimously voted.

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Swain, seconded by Commissioner Littman to adjourn the meeting at 8:25 PM. So unanimously voted.

Attest:

Denise Jennings
Assistant Finance Director/Water and Sewer Clerk

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