

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

Monday, June 18, 2018

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 6:34 PM by Commission Vice-President Michael White.

The following members were present:

Blake A. Dickinson
Mary E. Meagher
Eugene B. Mihaly

Also present were:

Andrew Nota, Town Administrator
Peter D. Ruggiero Esq., Town Solicitor
Michael Gray PE, Public Works Director
Christina D. Collins, Finance Director
Cheryl Fernstrom, Town Clerk
Denise Jennings, Water and Sewer Clerk

Absent:

Kristine S. Trocki, Commission President

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

1) 05/21/18 (regular meeting)

Motion was made by Commissioner Meagher, seconded by Commissioner Dickinson to accept the 05/21/18 regular meeting minutes. So unanimously voted.

OPEN FORUM

1) Scheduled requests to address:

(No scheduled requests)

2) Non-scheduled request to address:

(No non-scheduled requests)

REPORT OF TOWN OFFICIALS

1) **Pumping Report:**

The Public Works Director reported the following:

- Pumping was down for the month of May and compared to the previous year.
- JR-1 is in service for the season. The pump motor failed and was replaced by water staff.
- Rainfall was down for the month of May.
- Transfer pumping has been placed into service and will be used on an as needed basis.
- North Reservoir @ capacity, usable storage-60MG
- South Pond is @ capacity, usable storage-6MG

2) **Town project reports:** *(See attached Project Update Report dated June 2018)*

3) **Water Supply Management Plan Five-Year Update**, as revised March 2018 by Pare Engineering (continued from 05/21/18) – for future meeting review and discussion

Commission consensus: To continue this matter to the next Water and Sewer meeting on 07/16/18.

4) **Consumer Confidence Report 2017**

No action taken.

5) Report on **Proposed Rule Changes Pertaining to Public Drinking Water (216-RICR-50-05-1)**

a) Letter to Paula Pullano, RIDOH Division of Policy, Information and Communications, from Public Works Director Michael C. Gray, P.E.

Commissioner White asked the Public Works Director if the Commission needed to take any action on this matter this evening. The Public Works Director stated that he wanted to make the Commission aware of the proposed changes and the Commission did not need to take any action at this time. The Public Works Director briefly outlined the proposed rule changes, his concerns and the impact on the Town.

LETTERS AND COMMUNICATIONS

1) Memorandum of Katherine Maxwell re: Initiative to create or modify a line item to effect a transfer of funds from the General Fund to the Water and Sewer Fund (continued from 05/21/18)

Motion was made by Commissioner Meagher, seconded by Commissioner Dickinson to accept the communication from Katherine Maxwell. So unanimously voted.

NEW BUSINESS

1) **Proposed FY 2019 Water and Sewer Commission Budgets** (July 1, 2018 to June 30, 2019); review and discussion and /or potential action and/or vote (continued from 05/21/18)

- a) Proposed FY 2019 Water Budget
- b) Proposed FY 2019 Sewer Budget

The Public Works Director reported that no changes have been made to the proposed Water and Sewer Budgets for FY2018/2019 as previously presented to the Commission on 05/21/18. The Public Works Director briefly outlined the increases in the proposed budgets for FY 2018/2019 as follows:

- There is an increase in the proposed Water Budget due to additional expenses in the amount of \$14,973., which includes personnel, operating expenses and equipment maintenance. This increase is slightly offset by additional revenue with the Minimum in advance charge from the additional hookups this year.

- The proposed Water Budget will require an increase of 2% on the metered excess water charges for the upcoming fiscal year.
- There is an increase in the proposed Sewer Budget due to additional expenses in the amount of \$14,275., which includes personnel and operating expenses.
- The proposed Sewer Budget will require an increase of 5% on the sewer usage rate (\$13.19 to \$13.85) for the upcoming fiscal year.

Administrator Nota stated that he is currently working with the Public Works Director and the Finance Director on investigating funding options for emergency repairs for the Sewer Department and upcoming capital improvement projects, for both the Water and Sewer Departments.

Commissioner Dickinson asked for clarification regarding how the Fort Getty Campground's water was metered and stated that he would like to see all sites metered individually. Brief discussion followed. Commission consensus: To discuss this matter at a later date.

Motion was made by Commissioner Meagher, seconded by Commissioner Mihaly to approve the proposed **FY 2019 Water Budget** as recommended in the amount of \$1,246,080. So unanimously voted.

Motion was made by Commissioner Meagher, seconded by Commission Mihaly to approve the proposed **FY 2019 Sewer Budget** as recommended in the amount of \$738,092. So unanimously voted.

2) **Award of Bid:** for **Grinnell Street Sanitary Sewer Replacement Project** to Wolfe Construction for an amount not to exceed \$66,800., as recommended by Public Works Director Michael C. Gray

Motion was made by Commissioner Mihaly, seconded by Commissioner Meagher to award the bid for the **Grinnell Street Sanitary Sewer Replacement Project** to Wolfe Construction for an amount not to exceed \$66,800., as recommended by Public Works Director Michael C. Gray. So unanimously voted.

UNFINISHED BUSINESS

(None)

TOWN BUSINESS

(None)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Meagher, seconded by Commissioner Mihaly to adjourn the Water and Sewer meeting at 7:00 PM. So unanimously voted.

Attest:


Denise Jennings

Water and Sewer Clerk

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

Project Update June 2018

WELLS

JR-1, JR-3

- JR-1 has been tested and placed into service for the season. The well pump motor failed and was replaced by the water department staff.

TREATMENT PLANT

- The water department Staff have been working on general equipment maintenance at the plant.

TRANSFER PUMPING/RESERVOIR

- Transfer pumping has been placed into service and will be used as needed to pump water to North Reservoir.
- Staff have been completing maintenance of the grounds at both reservoir properties.
- The staff worked with Sam Paterson who provided diving services to complete maintenance to the intake at the reservoir. A section of flexible piping is connected to the cast iron intake in the dam at the North Reservoir. The pipe is suspended off a buoy to capture water within 12-18" of the surface of the reservoir where the raw water quality is better. From time to time the flexible pipe is dislodged from the intake and Sam provides his services to reinstall the pipe. We are working on a long-term solution with the intake structure and the flexible pipe.

DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 60 MG

Usable Storage 60 Million Gallons

- There have been no leaks in the system during the month of May.
- The two water services were completed at East Ferry and the parking lot has been restored for the summer season.

WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for May was 0.35 million gallons per day. The peak daily flow was 0.67 million gallons. The permitted monthly average flow is 0.73 million gallons per day.
- A sluice gate failed during Routine maintenance and cleaning at Pump Station #2 located at the intersection of Southwest Avenue and Hamilton Avenue. There are three sluice gates at the pump station, two to isolate flows from the two wet wells and the third to equalize flow between each wet well. The gates are needed so that each wet well can be isolated during maintenance and repairs. We received a quote to replace the gate for a cost of \$34,000. The cost to replace gates two and three will cost an additional \$58,000. There is funding in capital reserves to replace the gate that has failed.