

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

May 20, 2019

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 6:31 PM by Commission President Michael G. White.

The following members were present:

Mary E. Meagher, Vice-President
Nancy A. Beye
William J. Piva, Jr.
Randall White

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

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

1) 04/15/19 (regular meeting)

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Piva to accept the 04/15/19 regular meeting minutes. So unanimously voted.

OPEN FORUM

Commission President White noted that this open forum would be for water and sewer matters only.

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 up slightly for the month of April and compared to the previous month.
- JR-1 has been tested by the RIDOH and is ready for use, when needed.
- Rainfall was above average for the month of April.
- Transfer pumping remains off until needed.
- North Reservoir is @ capacity, usable storage-60MG
- South Pond is @ capacity, usable storage-6MG

2) **Town project reports:** *(See attached Project Update Report dated May 2019)*

Treatment Plant/Reservoir

The Public Works Director reported the following:

- The RIDOH completed their sanitary survey on April 23, 2019. RIDOH staff reviewed all components of our water system from raw water sources, pumps, treatment, storage, distribution and the management of our systems.
- RIDOH identified three minor deficiencies during their review as follows:
 - Repairs are required to put a screen on JR-1 and JR-3.
 - The water storage tank needs to be inspected. We have already begun the process.
 - The five-year update to the infrastructure replacement plan needs to be completed. The plan is complete and the draft is ready for his review.
- RIDOH has recommended that auxiliary power be installed at the South Pond pretreatment facility.
- RIDOH staff reviewed the bike path under construction and asked that we implement the following:
 - A building should be constructed over JR-1 to protect it from the public.
 - Signage is to be placed at the entry points to the path, to protect the reservoir.
 - Install receptacles for animal waste.
 - Install fencing to protect the dam and reservoir from pedestrians and pets.

Distribution

The Public Works Director reported that hydrant flushing was completed in April.

Wastewater Treatment Plant

The Public Works Director reported the following:

- Town staff is preparing notices to inspect homes and businesses for sump pump connections. Town staff will coordinate inspections of buildings and sewer mains for illicit connections to the sanitary sewer system.
- This inspection program is a required by the RIDEM to reduce Inflow/Infiltration into the sanitary sewer system, which causes excess flows at the treatment facility and sanitary sewer overflows into the bay.
- Our operating manual requires that our treatment facility to be staffed by four members and we currently have 3. With retirement coming, we are thinking of adding a seasonal employee to assist with some of the tasks and someone who may also become a full time member in the future.

Following clarification on a few items, it was the consensus of the Commission to accept the Public Works Director's report, as presented.

LETTERS AND COMMUNICATIONS

(None)

UNFINISHED BUSINESS

(None)

NEW BUSINESS

- 1) **Proposed Water Budget Program for FY2019/2020** (July 1, 2019 to June 30, 2020); review, discussion and /or potential action and /or vote.
- 2) **Proposed Sewer Budget Program for FY2019/2020** (July 1, 2019 to June 30, 2020); review, discussion and /or potential action and /or vote.

The Public Works Director reported that the proposed Water and Sewer Budgets for FY2019/2020 are pretty straight forward and he outlined the details as follows:

- There is an increase in the proposed Sewer Budget due to additional expenses in the amount of \$24,962., for operating expenses, which includes personnel, a new pickup truck to pull the jet vac and the jet vac lease. We anticipate a decrease in revenue on income from new services (hookups) for this upcoming year.
- There is an increase in the proposed Water Budget due to additional expenses in the amount of \$12,778., for operating expenses, which includes personnel and debt service. This increase is slightly offset by additional revenue with an increase in metered excess water and an increase in fire protection charges. We anticipate a decrease in revenue on income from new services (hookups) for this upcoming year.

The Finance Director reported the following:

- The proposed Sewer Budget will require an increase of 6.5% on the sewer use sales rate (\$13.85 to \$14.75) for the upcoming fiscal year.
- The proposed Water Budget will require an increase of 3.5% on the metered excess water charges for the upcoming fiscal year.

The Public Works Director further reported that the proposed Water Budget includes \$100,000 for capital improvements and the projects identified for the next fiscal year are as follows:

- Painting of the water tower.
- Water main replacement on Narragansett Avenue at west ferry.
- The replacement of the membrane filters at the treatment plant.

The Finance Director stated that she will be bundling the debt for these capital projects with the debt for the South Pond project and the golf course project in order to obtain a better rate.

Administrator Nota noted that these capital improvement projects do not include the major project that needs to be done on Narragansett Avenue prior to 2022, when the State of Rhode Island will do a complete reconstruction of Narragansett Avenue. Administrator Nota briefly outlined the current water and sewer debt and their retirement dates, specifically 2028 for water and 2023 for sewer.

Administrator Nota stated that the Commission is not expected to vote on the proposed budgets this evening and

that discussion could be continued to the next water and sewer meeting in June.

Commission consensus: To continue discussion on the proposed FY 2019 Water and Sewer Commission Budgets (July 1, 2019 to June 30, 2020) to the next water and sewer meeting on 06/17/19.

3) **Finance Director's Report:** Comparison of Budget to Actuals as of April 30, 2019.
It was the consensus of the Commission to accept the Finance Director's Report, as presented.
No action taken.

TOWN BUSINESS

(None)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Beye, seconded by Commission Vice-President Meagher to adjourn the Water and Sewer meeting at 7:05 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 May 2019

WELLS

JR-1, JR-3

- JR-1 has been tested by RIDOH for use this season. The well remains off until needed.

TREATMENT PLANT

- The RIDOH staff completed a sanitary survey on April 23, 2019 as required by the EPA. The survey reviewed all components of our water system from raw water sources, pumps, treatment, storage, distribution and the management of our water systems. There were three minor deficiencies identified in their survey:
 - Repairs are necessary to the screen on well JR-1 and JR-3
 - An inspection of the water storage tank needs to be completed
 - The completion of the five-year update to the infrastructure replacement plan
 - RIDOH has also recommended that auxiliary power be installed at the South Pond Pre-Treatment facility

Before the sanitary survey we had already contacted companies to inspect both tanks. Pare Corporation has been working on the infrastructure replacement plan which a draft has been completed for my review.

- The RIDOH staff during the survey reviewed the construction of our bike path on the north reservoir property. The staff provided comment on the project and required the following be implemented:
 - A building be constructed over well JR-1 to protect it from the public
 - Signage be placed at entry points to the path to protect the reservoir property prohibiting dumping, pets in the water, fishing, animal waste
 - Receptacles for animal waste
 - Fencing to protect the dam and reservoir from pedestrians and pets

TRANSFER PUMPING/RESERVOIR

- The piping for our transfer pump remains off until needed

DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 6 Million Gallons

North Pond @ 60 MG

Usable Storage 60 Million Gallons

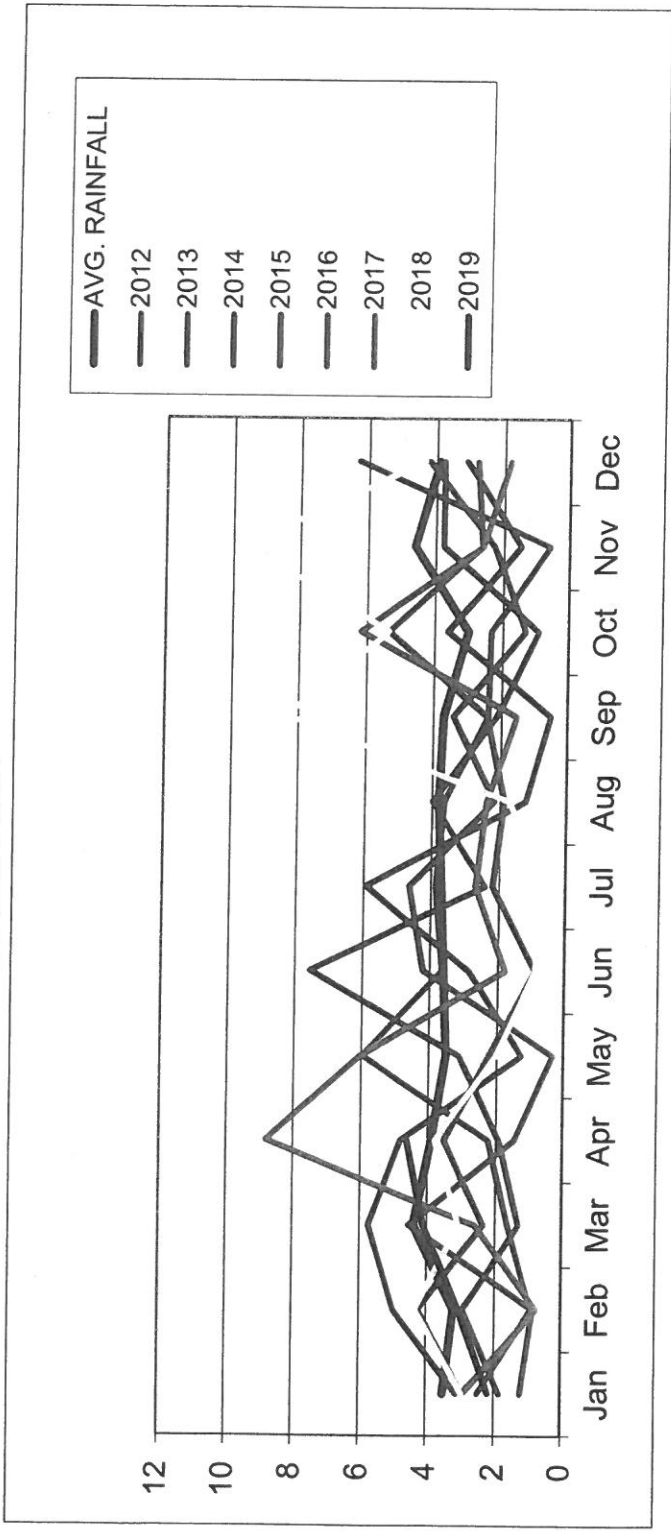
- There were no leaks reported for April.
- Hydrant Flushing was completed in April.
- Fort Getty distribution was flushed and water samples were collected for bacteria analysis to prepare for the season.
- Two New water services were installed on Fort Getty Road

WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for April was 0.53 million gallons per day. The peak daily flow was 0.70 million gallons. The permitted monthly average is 0.73 million gallons per day as a condition of our discharge permit. There were no sanitary sewer overflows for the month of April.
- We are preparing notices to inspect homes and businesses for sump pump connections to the sanitary sewer system. Staff has divided the district into 7 separate areas to coordinate inspections of buildings and sewer mains for illicit connections. This inspection program is a requirement of the RIDEM to reduce Inflow/Infiltration into the sewer system which causes excessive flows at the treatment facility and sanitary sewer overflows to the Bay.
- The highway department has replaced a sewer manhole on Conanicus Avenue. The existing manhole had a cover that dislodged damaging a vehicle.

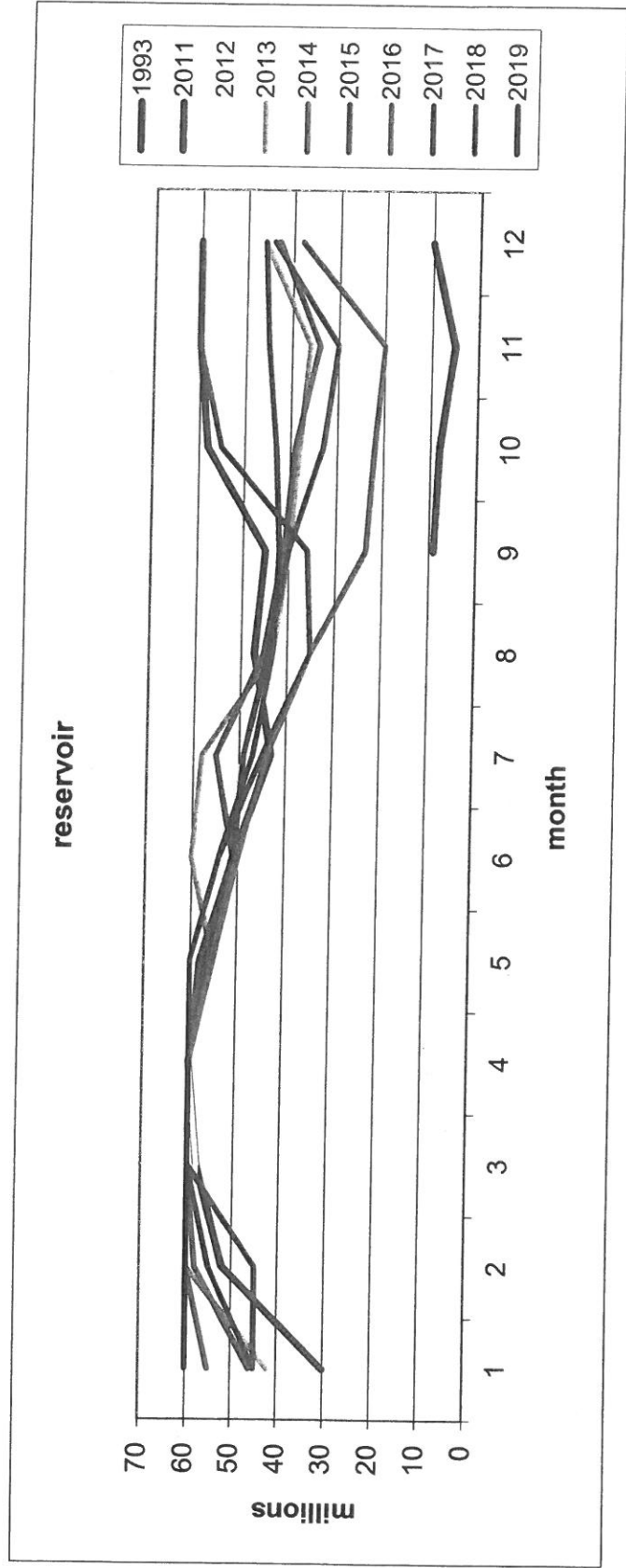
	2011	2012	2013	2014	2015	2016	2017	2018	2019
Jan	3.5	4.22	1.85	3.1	1.22	2.94	2.94	2.94	2.19
Feb	3.2	3.09	2.94	4.98	0.86	4.25	0.76	4.33	3.06
Mar	4.4	1.32	1.32	5.74	4.53	2.36	2.62	3.07	4.11
Apr	3.9	4.25	1.92	4.8	1.47	3.53	8.8	3.79	4.61
May	3.5	2.32	3.11	1.27	0.32	2.24	6.03	2.03	
Jun	3.6	4.4	7.55	2.86	4.2	0.89	1.79	0.89	
Jul	3.7	2.01	2.42	5.93	4.63	2.19	2.7	0.61	
Aug	3.8	5.23	3.98	1.23	2.17	1.88	2.4	1.73	
Sep	3.7	5.41	2.13	0.5	3.41	2.42	1.54	8.35	
Oct	3	7.18	0.9	3.61	1.31	5.33	6.18	5.34	
Nov	4.6	4.05	3.76	1.47	2.27	2.63	2.61	9.61	
Dec	3.9	2.51	3.76	3.1	4.2	2.79	1.81	4.33	
Total	44.8	45.99	35.64	38.59	30.59	33.45	40.18	47.02	13.97

RAINFALL



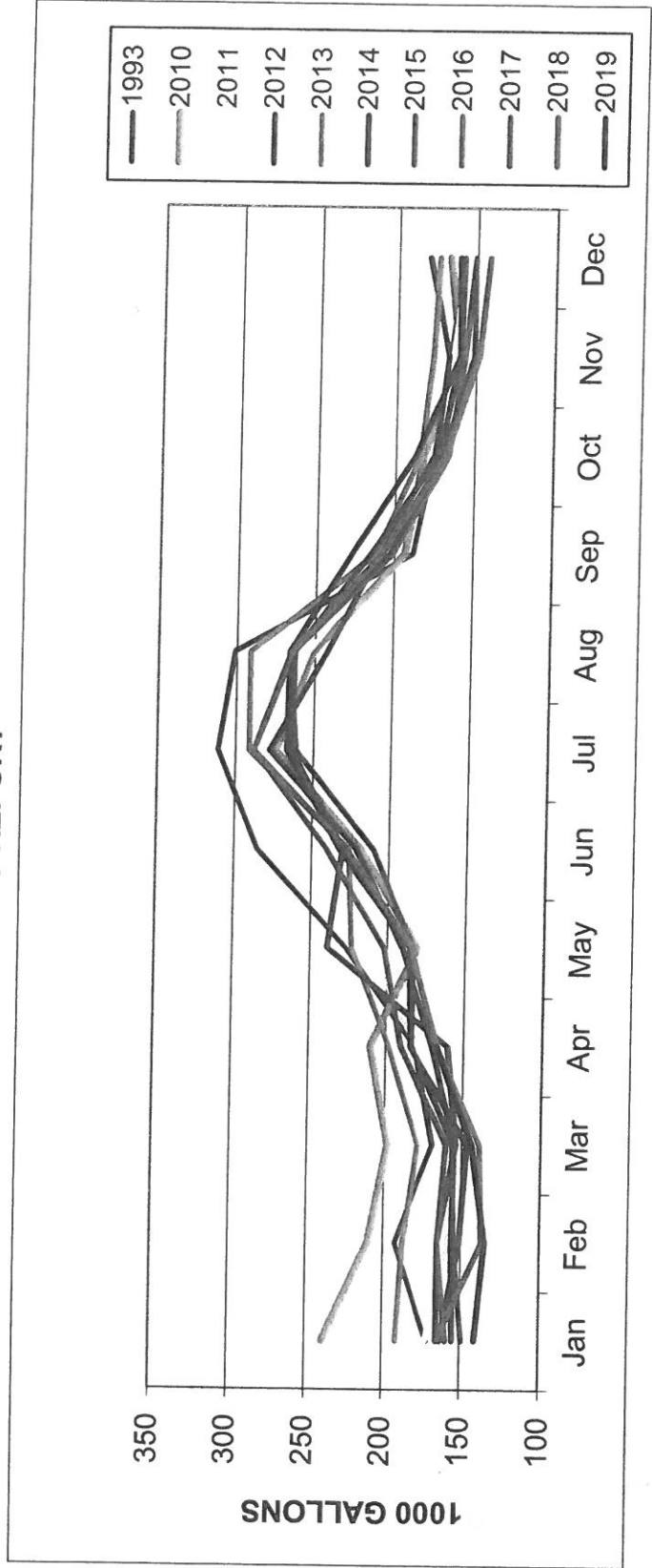
RESERVOIR LEVEL

	1993	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Jan		60	30	60	42	55	45	46	45	60	60
Feb		60	52	60	60	60	45	58	55	60	60
Mar		60	58	58	60	60	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60	60	60
May		60	57	60	55	58	56	55	60	60	60
Jun		51	51	54	60	51	51	50	54	54	60
Jul		43	43	49	58	55	49	44	47	45	60
Aug		40	47	43	43	45	44	35	43	35	60
Sep	9	35	45	40	40	41	40	23.5	42	36	60
Oct	8	30	58	38	38	39	33	22	43	55	60
Nov	5	28	60	35	36	34	30	20	45	60	60
Dec	10	29	60	42	46	43	44	38	46	60	60



	1993	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Jan	171	172	173	239	172	155	191	163	165	159	149	165	141
Feb	192	154	173	210	158	156	187	151	165	165	155	137	135
Mar	169	155	165	198	157	155	178	147	154	160	156	139	144
Apr	181	174	196	210	180	170	198	184	160	190	183	167	167
May	227	202	195	180	212	190	223	185	239	202	183	184	184
Jun	285	246	215	218	226	221	226	232	230	240	210	227	227
Jul	311	296	277	274	279	278	291	267	264	288	261	288	288
Aug	301	256	290	251	254	242	291	266	263	264	266	265	265
Sep	188	210	245	193	205	210	212	227	215	201	203	208	208
Oct	175	187	259	182	175	175	184	187	172	166	170	168	168
Nov	166	175	226	160	164	167	177	160	160	157	151	148	148
Dec	158	192	230	167	158	180	174	161	158	151	151	142	142

PUMPING REPORT





TOWN OF JAMESTOWN WWTF
MONTHLY REPORT
APRIL 2019

Douglas Ouellette, Superintendent

Parameters

	<u>Monthly Avr.</u>	<u>Permit Limit</u>	<u>Notes</u>
Flow	0.5280 MGD	.73 MGD	
Daily Max	.703 MGD		
BOD Removal	99.59%	85%	% Removed
TSS Removal	97.05%	85%	% Removed
Fecal Coliform	1.3	No limit, report only	
Enterococci	1.0	(<35 cfu/100ml Monthly)	(<276 cfu/100ml Daily)

Environmental Compliance (Violations)

There were 0 violations to report for April 2019

Complaints

There were 2 complaints received for April 2019, Both complaints were related to a noisy manhole at 125 Conanicus Ave.

Alarms

There were 0 alarms for April 2019

Septage

The facility received 0 gallons for April 2019

Sludge Production

The facility processed 54,000 gallons of sludge through Wastewater Services Incorporated.

Maintenance Management

Annual maintenance was performed on all station Generators. 63 work orders completed.

Chemical Use

The facility used 418 gallons of Sodium hypochlorite and 0 pounds of lime for process control.

Collection System

30 pump station inspections were completed. Four Gen Set inspections were performed. All stations are operating as designed.

Energy Use

Energy use for April 2019 was: 196 Kwh

Precipitation

Precipitation for April was 4.61”

Graphs

JAMESTOWN WWTF APRIL FLOWS/RAIN

