

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

September 21, 2020

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:

Jamie A. Hainsworth, Town Administrator
Erin F. Liese, Town Clerk
Denise Carlin-Gamon, Town Clerk's Assistant
Christina D. Collins, Finance Director
Michael Gray PE, Public Works Director
Peter D. Ruggiero Esq., Town Solicitor
Denise Jennings, Water and Sewer Clerk

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

Motion was made by Commissioner Meagher, seconded by Commissioner Beye to accept the 08/17/20 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:

Robert S. Powers re: Ownership of Westwind Drive Sewer Line (listed in Communications)- Robert S. Powers of 30 Westwind Drive stated that he was present this evening, representing the Jamestown Estates Homeowners Association/14 lot owners of Westwind Drive and that the homeowners are concerned about the ownership of the sewer line on Westwind Drive. He further stated that discussion was had in 2017 with the Town Engineer Mike Gray and he stated that the sewer line on Westwind Drive is owned by the owners of the subdivision.

Commission President White stated the Town has received Mr. Powers letter and will take his concerns into consideration and will get back to him.

- 2) Non-scheduled request to address:
(None)

REPORT OF TOWN OFFICIALS

1) **Pumping Report:**

The Public Works Director reported the following:

- Pumping was down slightly for the month August, compared to July and was up compared to August of 2019.
- JR-1 has been in operation and being monitored to make sure that the well pump is in the water column. If groundwater elevations drop below the pump elevation the well pump will need to be turned off.
- Rainfall for the month of August was 13 inches below average. Governor Raimondo has issued a Drought Advisory for the State of RI and has asked all water users to conserve water.
- No water was transferred during the month of August.
- North Reservoir is @ 31MG, usable storage-60MG. We are at 50% capacity, although we are past our peak usage period and consumption has dropped. This reservoir capacity triggers limitations on usage for our customers, which prohibits lawn irrigation, house washing, boat washing and car washing. We have placed a notice on the Town website and will be advertising in the Jamestown Press on Thursday, 09/24/20. Staff will be monitoring for outside usage.
- South Pond is @ 5MG, usable storage-6MG

2) **Town project reports:** *(See attached Project Update Report dated September 2020)*

Transfer Pumping/Reservoir-

The Public Works Director reported that there is a small patch of phragmites at the North Reservoir and if the reservoir level continues to drop or remain low, we may be able to remove them for offsite disposal. If we do not remove them, they will continue to expand and eventually take over the shoreline.

Commissioner Randall White asked for clarification regarding the funding for the future watermain replacement project, specifically the bridge crossing on North Road at Great Creek (Zeek's Creek) and as reported by the Public Works Director in his August, 2020 report. The Public Works Director reported that the Town may be eligible for funding through the Transportation Improvement Plan and briefly explained how the plan works.

LETTERS AND COMMUNICATIONS

- 1) Copy of letter dated July 29, 2020 to the Jamestown Town Council from Robert S. Powers re: Ownership of Westwind Drive sewer line.

Motion was made by Commissioner Meagher, seconded by Commissioner Beye to accept the communication from Robert S. Powers. So unanimously voted.

UNFINISHED BUSINESS

- 1) **Review, Discussion and Possible Action regarding Proposed Water Budget FY2020/2021** (cont. from 08/17/20)

The Public Works Director stated that the proposed Water and Sewer Budgets FY2020/2021 were provided to the Board for their review at their 08/17/20 meeting and that no changes have been made since that meeting. He is hoping for an adoption of the budgets, as the next water and sewer bills will be going out the end of September.

The Finance Director reported the following:

- The proposed water budget includes additional expenses totaling \$34,290. or a 2.72% increase in the operating costs for the Water Department, which include costs for personnel, operating expenses and equipment maintenance.
- The proposed water budget will require a 5% increase for metered excess water and also the minimum in advance charge. The minimum in advance charge has not been increased in 5 years.

- 2) **Review, Discussion and Possible Action regarding the Proposed Sewer Budget FY2020/2021** (cont. from 08/17/20)

The Finance Director reported the following:

- The proposed sewer budget includes additional expenses totaling \$50,490. or a 6.56% increase in the operating costs for the Sewer Department, which include costs for personnel, operating expenses and equipment maintenance.
- The proposed sewer budget will require a 10% increase for sewer usage rates.

Mary Lou Sanborn of 21 Bay View Drive asked for clarification regarding the number of residential customers on the municipal water system. The Public Works Director stated there are approximately 1200 residential customers on the municipal water system. Ms. Sanborn asked if the Town had any thoughts on expanding the municipal water district. The Public Works Director said that there are no plans to expand the municipal water district.

Ms. Sanborn stated that former Town Administrator Nota had been working with the University of RI regarding a report/study on the aquifer. Ms. Sanborn asked for the status on this report/study. Commissioner Meagher stated that it was her understanding that the University never reported back to the Town and unfortunately, the Administrator did not pursue.

Following clarification on a few items, Motion was made by Commissioner Meagher, seconded by Commissioner Randall White to approve the proposed Water Budget FY2020/2021 as recommended in the amount of \$1,293,148. So unanimously voted.

Motion was made by Commissioner Meagher, seconded by Commissioner Beye to approve the proposed Sewer Budget FY2020/2021 as recommended in the amount of \$748,444.23. So unanimously voted.

NEW BUSINESS

- 1) Review, Discussion and Possible Action regarding the **application of Adam et Phyllis Kurzer (Plat 12, Lot 27; Hull Cove Farm Road)** for utility service (water only) connection

The Public Works Director reported the following:

- The applicant is seeking approval for a new service connection to a new residential dwelling on an existing lot of record located in the Rural Water District, which requires approval by the Board.
- The applicant has drilled two wells and was unsuccessful.
- The Board previously approved an extension of water on Hull Cove Farm Road, due to inadequate ground water yield.
- This is the last existing lot of record on this street, that is not developed on this road.

Tyler Zagryn of DiMauro Architects stated the following:

- His client, the Kurzer's are seeking approval from the Board for a new water service connection on their 50,000 sq. foot lot, of which only 25,000 sq. foot is usable space.
- The applicant has drilled two wells and did not have enough yield to support a dwelling.
- This is the last vacant lot on the street.

Following clarification on a few items, motion was made by Commissioner Meagher, seconded by Commissioner Beye to approve the **application of Adam et Phyllis Kurzer (Plat 12, Lot 27; Hull Cove Farm Road)** for utility service (water only) connection, as recommended by the Public Works Director. So unanimously voted.

- 2) Review, Discussion and Possible Action regarding the **application of Church Community Housing Corp. and Owner: Jamestown Center Partners, Inc./Timothy E. Baker, President (Plat 9, Lot 207; 53 Narragansett Avenue)** for utility service change of use

The Public Works Director stated the following:

- He believes that the Board is familiar with the applicant and their proposed project.
- The applicant is seeking approval for change of use from commercial/residential use the existing to all residential units.
- The existing building has 4 residential units and the proposed redevelopment will bring the total residential units to 9.

- The applicant has provided estimated water usage based upon recent per capita demand of 39 gallons per a person/per a day.
- The applicant has anticipated 21 occupants for the 9 units and have estimated 819 gallons per a day and 298,935 gallons per a year.
- He supports the change of use application based upon the average daily usage as proposed and subject to a condition that all clothes washers, dishwashers and fixtures meet the efficiency standards established by the Water and Sewer Commission.

Following clarification on a few items, motion was made by Commissioner Meagher, seconded by Commission Beye to approve the **application of Church Community Housing Corp. and Owner: Jamestown Center Partners, Inc./Timothy E. Baker, President (Plat 9, Lot 207; 53 Narragansett Avenue)** for utility service change of use, as recommended by the Public Works Director. So unanimously voted.

The Public Works Director stated that recent applications before the Board, are on the existing municipal water lines and are not an extension and that the Board may be receiving requests to extend the water service, specifically on East Shore Road.

3) Review, Discussion and Possible Action regarding Municipal Water Restriction

(Previously discussed)

TOWN BUSINESS

(None)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Randall White, seconded by Commissioner Beye to adjourn the Water and Sewer meeting at 7:27 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 September 2020

WELLS

JR-1, JR-3

- JR-1 is currently being monitored for drawdown in the well to make sure the pump is in the water column. The well pumps water at a rate of 50 gpm directly into the transmission main feeding the water plant from the reservoir.

TREATMENT PLANT

- Since Labor Day demand for water has been adjusting to normal levels with pumping returning to averages typical for this time of year. The rainfall deficit continues for the Town of Jamestown with our current total for the year at almost 13 inches below average. As of September 16th the reservoir storage has dropped to 42" below the spillway elevation with usable storage at 31 million gallons or half the total at North Reservoir. This elevation triggers limitations on use for our customers which prohibits lawn irrigation, house washing, boat washing, and car washing.

TRANSFER PUMPING/RESERVOIR

- No water was transferred from South Pond.
- The highway department has returned to the Bike Path project at North Reservoir. Crews have been working on filling and grading the south face of the earthen dam using soil material generated from the bike path construction. Fill and grading should be complete the week of September 21st. Crews will spread loam across the dam for seed then install the subsurface drain along the toe of the slope. Once complete work will continue on grading the gravel surface to prepare the entire length of the path for asphalt paving. The last item will be the split rail fencing along the length of the dam to prohibit access to the top of the dam and reservoir.
- I have contacted the RIDEM wetlands program about addressing a small patch of phragmites that have been growing in the north reservoir. If reservoir levels continue to drop and/or remain low into October we may be able to remove the phragmites for offsite disposal with minimal disturbance. If we do not address the phragmites they will continue to expand in area at the northern limits of the reservoir impacting native vegetation and eventually taking over the shoreline of the reservoir. The phragmites have doubled in area just in the past two years.

DISTRIBUTION SYSTEM

South Pond @ 6 MG

Usable Storage, 5 Million Gallons

North Pond @ 60 MG

Usable Storage 31 Million Gallons

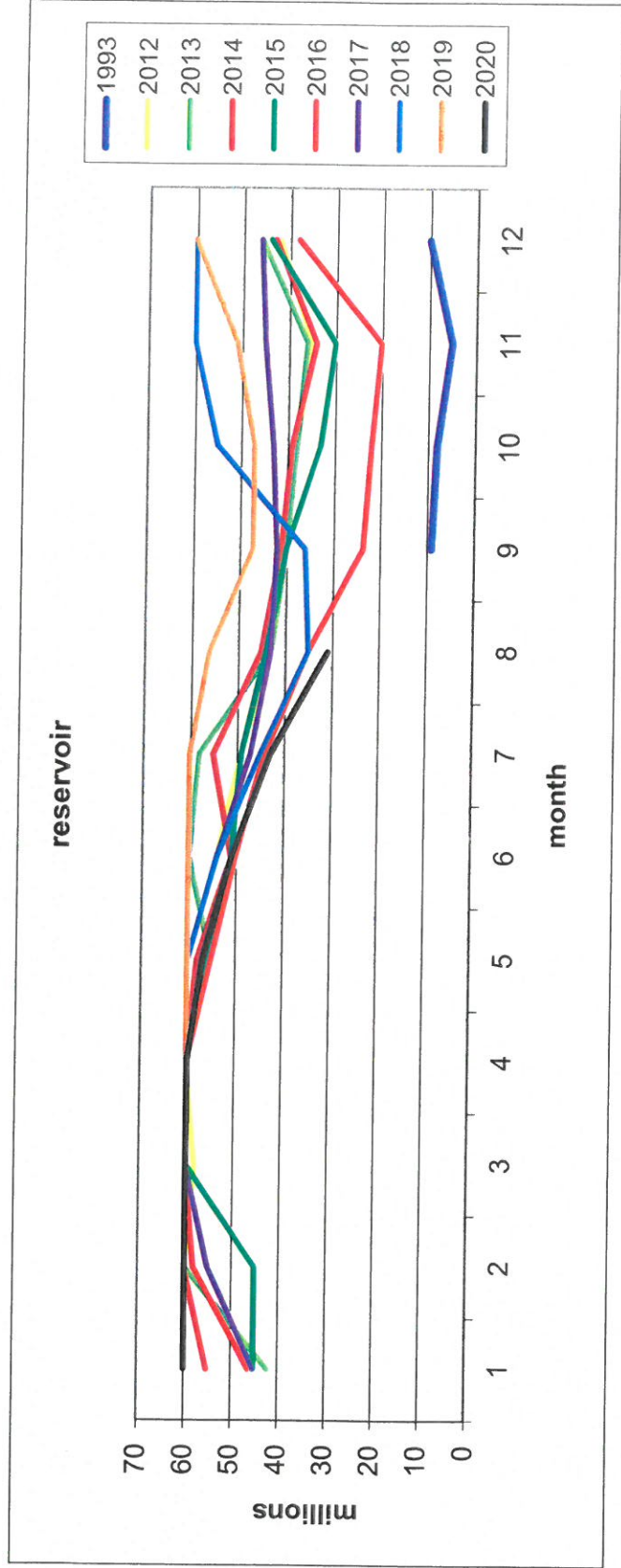
- There were no leaks reported for September.

WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for August was 0.11 million gallons per day. The peak daily flow was 0.18 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 August.

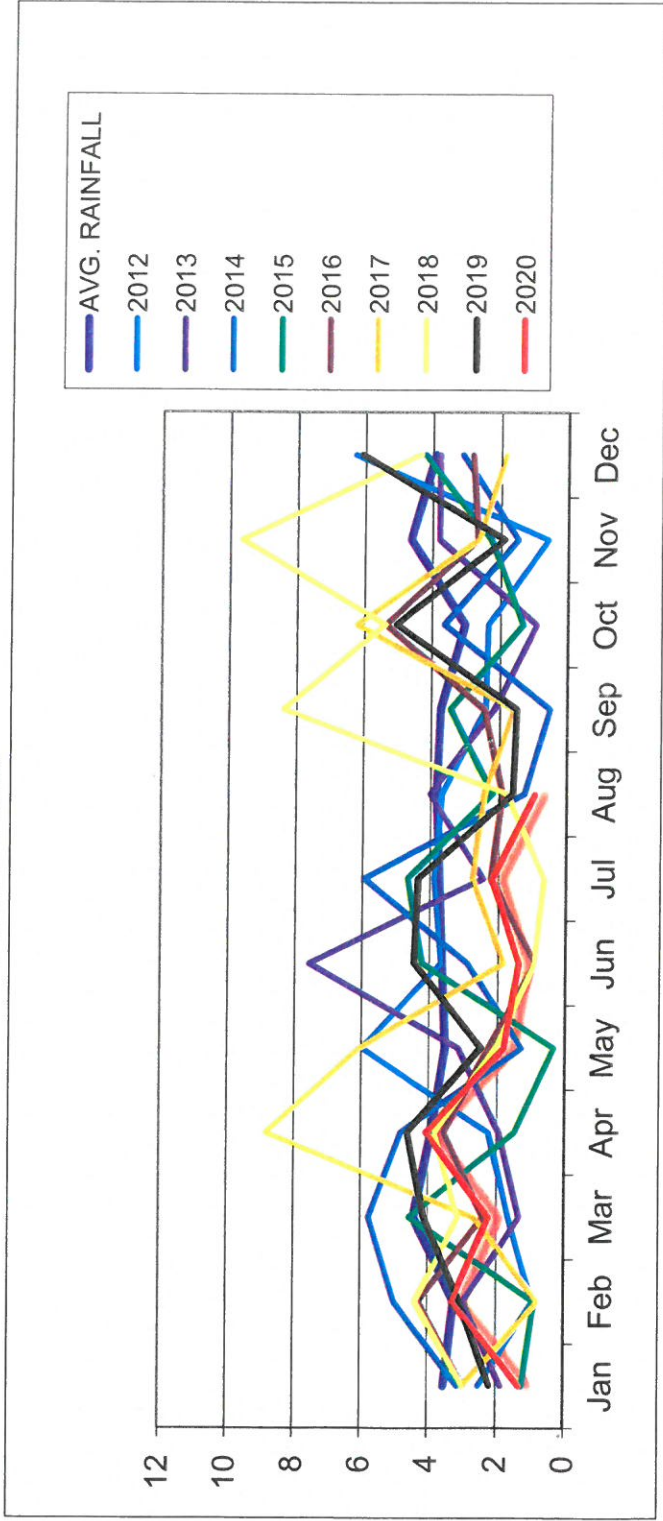
RESERVOIR LEVEL

	1993	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Jan		30	60	42	55	45	46	45	60	60	60
Feb		52	60	60	60	45	58	55	60	60	60
Mar		58	58	60	60	60	60	60	60	60	60
Apr		60	60	60	60	60	60	60	60	60	60
May		57	60	55	58	56	55	60	60	60	60
Jun		51	54	60	51	51	50	54	54	60	51
Jul		43	49	58	55	49	44	47	45	60	43
Aug	9	47	43	43	45	44	35	43	35	56	31
Sep		45	40	40	41	40	23.5	42	36	47	
Oct	8	58	38	38	39	33	22	43	55	47	
Nov	5	60	35	36	34	30	20	45	60	51	
Dec	10	60	42	46	43	44	38	46	60	60	

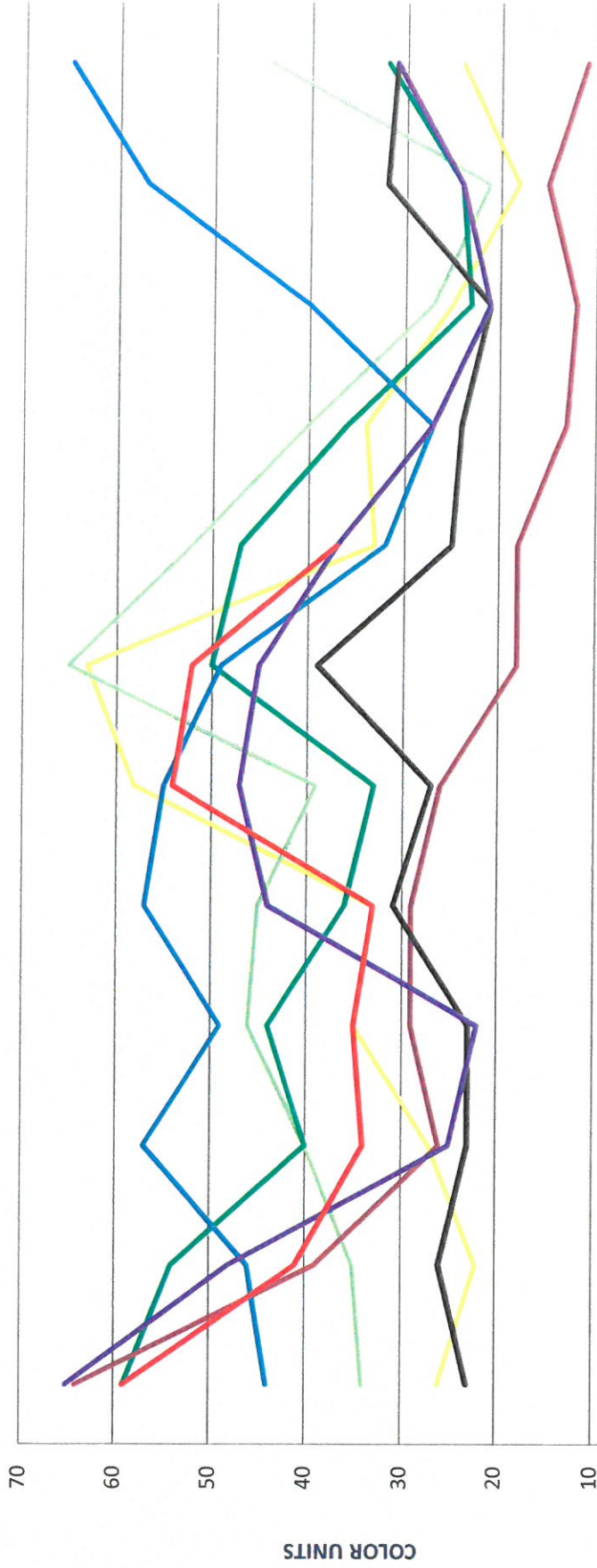


	AVG. RAINFALL												Total	
	2012	2013	2014	2015	2016	2017	2018	2019	2020				0.91 avg	29.6
Jan	3.5	1.85	3.1	1.22	2.94	2.94	2.94	2.19	1.3					
Feb	3.2	2.94	4.98	0.86	4.25	0.76	4.33	3.06	3.26					
Mar	4.4	1.32	5.74	4.53	2.36	2.62	3.07	4.11	2.21					
Apr	3.9	1.92	4.8	1.47	3.53	8.8	3.79	4.61	4.03					
May	3.5	3.11	1.27	0.32	2.24	6.03	2.03	2.46	1.79					
Jun	3.6	7.55	2.86	4.2	0.89	1.79	0.89	4.44	1.36					
Jul	3.7	2.42	5.93	4.63	2.19	2.7	0.61	4.33	2.16					
Aug	3.8	3.98	1.23	2.17	1.88	2.4	1.73	1.58	0.91					
Sep	3.7	2.13	0.5	3.41	2.42	1.54	8.35	1.49						
Oct	3	0.9	3.61	1.31	5.33	6.18	5.34	5.04						
Nov	4.6	3.76	1.47	2.27	2.63	2.61	9.61	1.89						
Dec	3.9	3.76	3.1	4.2	2.79	1.81	4.33	6.09						
Total	44.8	35.64	38.59	30.59	33.45	40.18	47.02	41.29	17.02					

RAINFALL



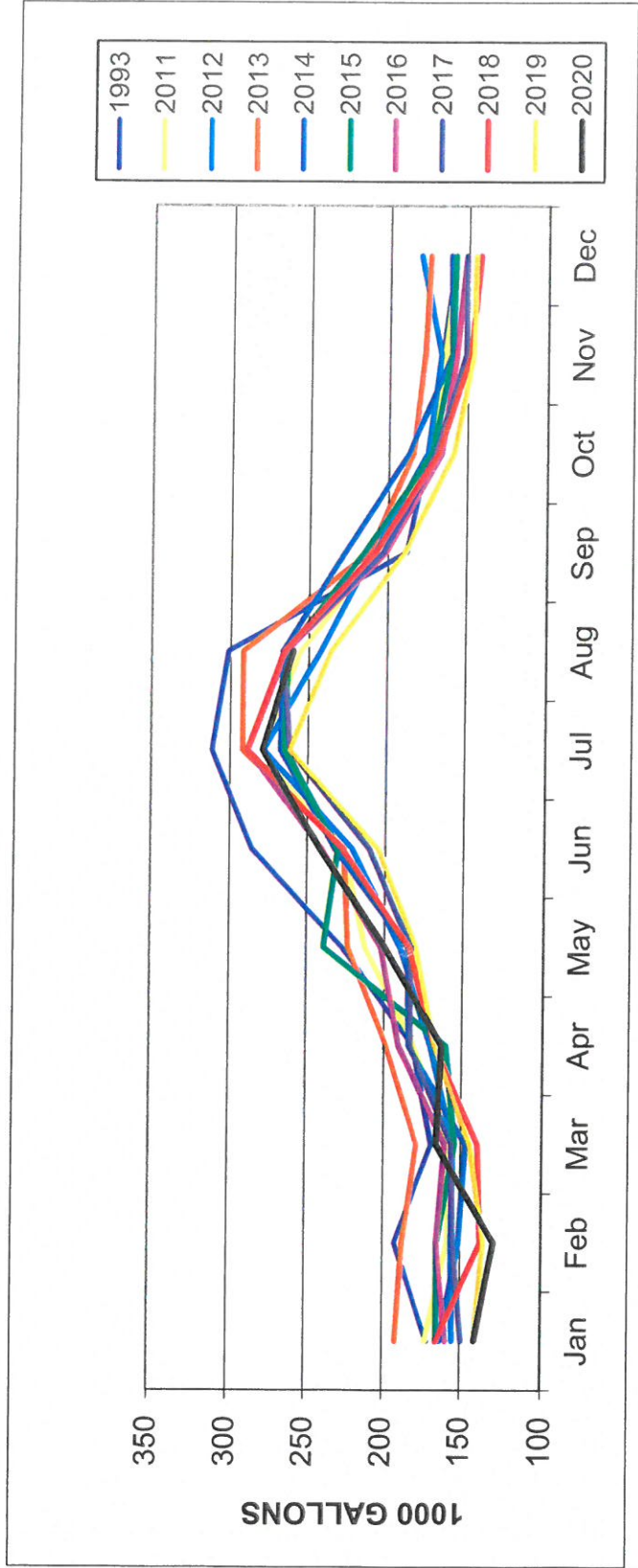
Transfer Pumping NORTH POND WATER QUALITY

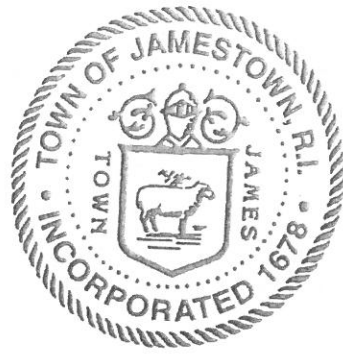


	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2013	26	22	27	35	33	58	63	33	34	25	18	24
2014	34	35	40	46	45	39	65	52	40	27	21	44
2015	59	54	40	44	36	33	50	47	36	23	24	32
2016	64	39	26	29	29	26	18	18	13	12	15	11
2017	23	26	23	23	31	27	39	25	24	21	32	31
2018	44	46	57	49	57	55	49	32	27	40	57	65
2019	65	48	25	22	44	47	45	37	27	21	24	31
2020	59	41	34	35	33	54	52	37				

	1993	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Jan	171	172	173	239	172	155	191	163	165	159	149	165	141	141
Feb	192	154	173	210	158	156	187	151	165	165	155	137	135	129
Mar	169	155	165	198	157	155	178	147	154	160	156	139	144	166
Apr	181	174	196	210	180	170	198	184	160	190	183	167	167	163
May	227	202	195	180	212	190	223	185	239	202	183	184	179	200
Jun	285	246	215	218	226	221	226	232	230	240	210	227	204	242
Jul	311	296	277	274	279	278	291	267	264	288	261	288	261	279
Aug	301	256	290	251	254	242	291	266	263	264	266	265	235	260
Sep	188	210	245	193	205	210	212	227	215	201	203	208	189	189
Oct	175	187	259	182	175	175	184	187	172	166	170	168	158	158
Nov	166	175	226	160	164	167	177	160	160	157	151	148	146	146
Dec	158	192	230	167	158	180	174	161	158	151	151	142	145	145

PUMPING REPORT





TOWN OF JAMESTOWN WWTF
MONTHLY REPORT
AUGUST 2020

Douglas Ouellette, Superintendent

Parameters

	<u>Monthly Avr.</u>	<u>Permit Limit</u>	<u>Notes</u>
Flow	.1149	MGD	.73 MGD
Daily Max	.1800		
BOD Removal	99.2%	85%	% Removed
TSS Removal	98.8%	85%	% Removed
Fecal Coliform	1.29	No limit, report only	
Enterococci	0.72	(<35 cfu/100ml Monthly)	(<276 cfu/100ml Daily)

Environmental Compliance (Violations)

There are 0 violations to report for the month of August 2020

Complaints

There were no complaints reported for this month.

Alarms

The facility had five alarms in August 2020, two were low Cl2 alarms, and one was a highwater alarm at PS#1 which was caused by the pump pulling air due to low flows and a check valve limit switch malfunction. The fourth was an RAS pump alarm caused by a power blip. The fifth was at PS#4, a lightning strike damaged the dialer and level controller.

Septage

The facility received no septage for August 2020

Sludge Production

The facility processed 78,000 gallons of sludge through Wastewater Services Incorporated.

Maintenance Management

Facility staff installed a new dishwasher in the lab, a refurbished Verbatim alarm dialer and Multi Trode Controller were installed at PS#4. Inland Waters removed grit from aerators #1,2 and 3, the grit tank and the septage receiving station were also cleaned. Grease and grit were removed from PS#1,2 and 3 as well.

Chemical Use

The facility used 507 gallons of Sodium hypochlorite and 0 pounds of lime for process control.

Collection System

31 pump station inspections were completed. All stations are operating as designed.

Energy Use

Energy use for August 2020 was: 187 KWH

Precipitation

Precipitation for August 2020 was 1.31"

Golf Course

1.377 gallons of effluent was pumped to the pond in August.

Work Orders

70 work orders were completed.

Graphs

