

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

Monday, April 17, 2017

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 6:36 PM by Commission President Kristine S. Trocki.

The following members were present:

Mary E. Meagher, Vice-President
Blake A. Dickinson
Eugene B. Mihaly
Michael G. 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
Andrew Wade, Recreation Director
Cheryl Fernstrom, Town Clerk
Denise Jennings, Water and Sewer Clerk

AWARDS, PRESENTATIONS AND ACKNOWLEDGMENTS

(None)

READING AND APPROVAL OF MINUTES

1) 03/20/17 (regular meeting)

Motion was made by Commissioner White, seconded by Commissioner Meagher to accept the 03/20/17 regular meeting minutes. So unanimously voted.

OPEN FORUM

1) Scheduled requests to address:

(None)

2) Non-Scheduled requests to address:

(None)

REPORT OF TOWN OFFICIALS

1) **Pumping Report:**

The Public Works Director reported the following:

- JR-1 has been serviced for the season and will be placed into service this month.
- Rainfall was up for the month of March.
- North Reservoir is @ capacity- 60MG, usable storage-60MG.
- South Pond is @ capacity- 6MG, usable storage-6MG

2) **Town project reports: (See Project Update Report dated April 2017)**

The Public Works Director reported the following:

Treatment Plant:

The Public Works Director reported that the 3rd Grade science class from the Melrose Elementary School had recently toured the North Reservoir and the Water Treatment Plant and stated that the 3rd graders are currently learning about the water cycle and water conservation.

Transfer Pumping/Reservoir:

South Pond Dam improvements:

The Public Works Director reported the following:

- South Pond Dam was constructed in 1901.
- He briefly described an aerial photo on the existing conditions plan with the spillway, dam and the dike.
- Pare Corporation has been working on a final design and CRMC permitting plans for the improvements and repairs to the dike section of the dam. The improvements include the complete reconstruction and realignment of the dike section.
- He briefly described the Site Access Plan and Proposed Site Plan prepared by Pare Corporation
- Permitting plans and an application to CRMC will be submitted this month (April) for wetlands approval.
- The Town is mandated by the RIDEM to make the dam safe.
- Once the plans are approved by CRMC they will be submitted to the RIDEM Dam Safety Program for review and approval.
- Budget estimate for the proposed construction project is \$550,000.
- Will be seeking bond authorization for \$550,000 for the construction of the dam improvements for voter approval at the Financial Town Meeting on June 5th.
- Draft of resolution for borrowing for South Pond Dam Repairs through issuance of bonds was included in Commissions packet for review and approval for the Financial Town Meeting on June 5th.
- The proposed improvements must be constructed during the dry season between July and September.
- In anticipation of approval at the Financial Town Meeting, the project would be completed in 2017 by the Jamestown Department of Public Works.

The Finance Director stated that the project will be paid for by the users, but backed by the Town's general fund. The Finance Director further stated that funding for the project will be discussed at the upcoming proposed water and sewer budget sessions.

Motion was made by Commissioner Meagher, seconded by Commissioner White to discuss item number

1) Approval of Resolution No. 2017-10 "Borrowing for South Pond Dam Repairs Through Issuance of Bonds" as the next item of business, which is currently scheduled under **NEW BUSINESS**. So unanimously voted.

Following clarification on a few items by the Commission, motion was made by Commissioner Meagher, seconded by Commission Mihaly to approve Resolution No. 2017-10 "Borrowing for South Pond Dam Repairs Through Issuance of Bonds", as presented and to ask the Town Clerk to prepare the resolution for

consideration at the Financial Town Meeting to be held on June 5th. So unanimously voted.

Distribution System:

The Public Works Director reported that water department staff is flushing and testing the water distribution system at Fort Getty Park for the upcoming season.

Wastewater Treatment Facility:

The Public Works Director reported that Green Mountain Pipeline Services has completed cleaning and the inspection of the collections system piping and they are scheduled to begin slip lining the week of April 24th.

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

LETTERS AND COMMUNICATIONS

- 1) Letter dated 03/19/17, received on 03/21/17 from **Alicia Bell and Justin Sirotin of 32 (& 34) Green Lane re: water leak and request for reduction in water charges**

Commission President Trocki stated that there is a long standing policy not to waive water charges, as water is a valuable commodity.

Alicia Bell and Justin Sirotin of 34 Green Lane stated that due to the location of the water meter in a pit at the road, they are not able to monitor their usage. They further stated that they were unaware of the leak until they saw a puddle in their yard and also that all of the other properties on Green Lane, have their meters in their house and not at the street. Ms. Bell stated that their summer bill was high, but they attributed it to company during the summer months and their extra summer usage. Ms. Bell noted that she had received a notice from the Water Department with her summer bill, stating that there may be a leak or a leaky toilet, but they dismissed it and attributed it to their extra summer usage.

Commission President Trocki stated that she had a similar situation at her property and that she had to tear up her yard and replace the pipe. The Public Works reported that if a dwelling is more than 100 feet from the road, generally a meter pit is installed at the road. The Public Works Director stated that he is not sure why the Sirotin/Bell's meter is at the street and that maybe due to fact that it was an older home. Ms. Bell and Mr. Sirotin stated that their house was built on a slab and this may be why the meter is in a pit.

The Public Works Director briefly outlined the timeline of the quarterly meter reading billing process. The Public Works Director stated that the Town could update their programming for the electronic meter reading process to be live and online, but this would be a substantial cost to the town.

Commissioner Dickinson briefly described the technology that he may use in his own home to make sure that there is no excess usage in his home or that someone else maybe using his water.

Commission President Trocki stated that the Town's responsibility stops at the curb stop and the customer is responsible for the pipe. The Public Works Director stated that he would be willing to meet up with the customer to discuss their options for moving the meter into the house. Commission President Trocki thanked the Sirotin/Bell's for their input. Commission consensus: To accept the letter dated 03/19/17, received on 03/21/17 from Alicia Bell and Justin Sirotin of 32 (& 34) Green Lane re: water leak and request for reduction in water charges.

UNFINISHED BUSINESS

- 1) Letter from **Lori and Philip Held re: leak and sewer use charges for 12 Marine Avenue** (cont. from 02/21/17)

The Public Works Director reported that he had visited 12 Marine Avenue and it was determined that due the nature of the water leak in an outdoor shower, the excess water did not go into the sewer system and that this situation is similar to the two previous instances that were before the Commission. Following brief discussion, motion was made by Commissioner Meagher, seconded by Commissioner White to grant the request from Lori and Philip Held of 12 Marine Avenue, for relief on sewer charges, as prorated by an average of usage. So unanimously voted.

NEW BUSINESS

- 1) Approval of **Resolution No. 2017-10 "Borrowing for South Pond Dam Repairs Through Issuance of Bonds"**

Previously discussed.

- 2) Finance Director's Report

Previously discuss.

TOWN BUSINESS

(None)

ADJOURNMENT

There being no further business before the Commission, motion was made by Commissioner Mihaly seconded by Commissioner White to adjourn the Water and Sewer meeting at 7:17 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 April 2017

WELLS

JR-1, JR-3

- JR-1 has been serviced and is ready for this coming season. The well will be placed into service this month.

TREATMENT PLANT

- The 3rd grade science class from the Melrose Elementary School toured the water plant and reservoir on April 4th. The students have been learning about the water cycle and water conservation in class.

TRANSFER PUMPING/RESERVOIR

- Transfer pumping from South Pond has been suspended. The North Reservoir has been spilling over as of April 1st.

Dam Improvements

- The South Pond Dam is an approximately 850-feet in length and consists of an earthen embankment dam section that extends 300 feet across the southern end of the pond and a 550-foot section that consists of an earthen berm or dike section along the westerly side. Discharges from the pond flow through a concrete spillway structure at the eastern end of the dam section. I have attached a figure with aerial photo and an existing conditions plan that shows the spillway, dam, and dike.

Pare Corporation has been working on final design and CRMC permitting plans for the improvements and repairs to the dike section of the Dam. The proposed improvements include the complete reconstruction and realignment of the dike Section. I have provided copies of the Site Access Plan and Proposed Site Plan prepared by Pare that shows the project area and the proposed improvements. A 250' section of the earthen dike will be excavated, removed, and re-constructed. The surface of the embankment will be protected with concrete and stone rip-rap scour protection which will be needed to safely handle flows if overtopped from a 100-year storm or greater. A low-level outlet structure will be installed to allow the water department to safely control the elevation of the reservoir if needed in the event of a storm.

The permitting plans and an application to CRMC will be submitted this month for wetlands approval. Once approved the plans will be submitted to the RIDEM dam safety program for review and approval. I have been working with the staff at RIDEM throughout the design and permitting process and have met with the state engineer to review the proposed improvements that are needed for the Dam. The RIDEM previously issued a notice of violation following an inspection by their engineering consultant. The RIDEM required the Town to hire an engineer to inspect the Dam and to make any improvements that may be required. Pare found during their inspection and review that the dike section of the Dam needed to be repaired and that the spillway could not handle the required flows from a 100-year storm. The design as proposed will make the necessary repairs to the dam and allow for the structure to handle the 100-year flows.

We have prepared a budget estimate for the proposed construction project. We are seeking bond authorization for \$550,000 for the construction of the dam improvements at South Pond for voter approval at the Financial Town Meeting in June. The improvements must be constructed during the dry season between July and September. I am anticipating the project to be completed this year by the DPW if the budget is approved at the FTM.

DISTRIBUTION SYSTEM

South Pond @ 6 MG
Usable Storage, 6 Million Gallons

North Pond @ 60 MG
Usable Storage 60 Million Gallons

- There were no leaks in the distribution system in March.
- Water Department staff began flushing the distribution system during the week of April 3rd. Typically takes about three weeks to flush the entire system. Flushing begins at the water towers on Howland Avenue and proceeds radially out toward the far ends of the system.
- The water department will also be flushing and testing the water distribution system at Fort Getty park for the upcoming season.

WASTEWATER TREATMENT PLANT

- The monthly average daily flow at the treatment plant for March was 0.48 million gallons per day. The peak daily flow was 0.71 million gallons. The permitted flow for the monthly average is 0.73 million gallons per day.
- There were no SSO's for the month of March.
- The slip-lining project is scheduled for the week of April 24th.