



## Town of North Kingstown, Rhode Island

Department of Public Works  
2050 Davisville Road  
North Kingstown, RI 02852-1799  
Phone: (401) 268-1500  
Fax: (401) 267-9036  
Web: [www.northkingstown.org](http://www.northkingstown.org)

### AGENDA ASSET MANAGEMENT COMMISSION

November 15, 2018  
5:30 PM

David R Burnham Public Works Facility  
2050 Davisville Road

- I. Call to Order
- II. Approval of November 1, 2018 Meeting Minutes
- III. Department Head Project Presentations
  - A. IT Department
  - B. Water Department
- IV. Public Comment
- V. Correspondence
- VI. Adjournment

**THE TOWN OF NORTH KINGSTOWN WILL PROVIDE INTERPRETERS FOR THE HEARING IMPAIRED AT ANY MEETING PROVIDED A REQUEST IS RECEIVED THREE (3) DAYS PRIOR TO SAID MEETING BY CALLING 294-3331, EXT. 122.**

Notice Posted on November 9, 2018

MINUTES  
ASSET MANAGEMENT COMMISSION  
November 1, 2018

Present: Mary Brimer; Dave Caldwell; Ed Cooney; Dianne Izzo; Jim McGwin; John Pyne; Phil Bergeron, Public Works Director

Absent: James Grundy; Agu Suvari; Theodore Walls

Also, in attendance were Chelsey Dumas-Gibbs, Recreation Department Administrative Assistant and Leisure Services Advisory Committee member Keith Finck.

- I. Call to Order: Meeting called to order at 5:31 p.m.
- II. Approval of October 4, 2018 Meeting Minutes: Motion to approve October 4, 2018 meeting minutes unanimously approved.

It was realized that there was an error on the agenda as it pertained to the Department Head Project Presentations. Project backup information was provided for Recreation and Public Works and representatives from Recreation are in attendance, however Item IIIA of the agenda lists the Water Department not Recreation [a mistake]. Motion by Ms. Izzo to amend the Agenda to correct item IIIA of Department Head Project Presentation by Water Department to Recreation Department was seconded and unanimously approved.

- III. Department Head Project Presentations:
  - a. Recreation Department: Ms. Dumas-Gibbs presented project proposals for Recreation Department. Project discussion included:
    - i. Indoor Recreation Facility: Recreation facility needs are significant. Commission asked for more analysis of need vs cost. These needs should include the School Department needs and YMCA participation, as well as existing town building availability and maintenance costs. Commission asked that the cost per square foot be checked. Ms. Dumas-Gibbs will get requested information together and forward to Commission.
    - ii. Wilson Park Improvements: Project includes field reconstruction and lights. November Bond question includes funding for field reconstruction and possibly for lights depending on cost. Commission stressed the benefits of having volunteers.
    - iii. Town Beach Campus: Ms. Dumas-Gibbs summarized last year's Grant application and the State's denial. Parking policy must be changed to allow non-resident parking charge. This change will improve chances of qualifying for next round of grants. Beach Campus Master Plan discussed.
    - iv. Ryan Park: The lighting issues at the ballfields continue and need replacement. Mr. Bergeron updated Commission on recent lighting improvements at Ryan Park.
    - v. Golf Course: The CIP project is for improvements to the parking lot. Mr. Finck talked about the high number of rounds played at facility (> 40,000) and the significant need to improve parking. The proposed improvements are to be funded with bond money [if approved]. Emphasis placed on the importance of regular maintenance at the facility.
    - vi. McGinn Sports Turf: The Recreation Director (Al Southwick) has emphasized the need for this project to solve the problems created by football use.

- vii. Community Center: Upgrades to HVAC proposed; project is included in projects to be funded by November Bond question. The future use of the building must first be decided before significant improvements made.
- viii. Yorktown Park: Proposed Phase III would be a continuation of improvements made over the past 15 years.
- ix. Signal Rock: Conversion of the building to a community center would require bringing the building up to current building codes and ADA and the removal of hazardous materials. There was discussion about the need for that building.
- b. Public Works: Mr. Bergeron presented project proposals for Public Works. Project discussion included:
  - i. Sewers: Commission was updated on various sewer projects including Wickford and the potential Post Road North project (403 to School St). Commission discussed developing funding opportunities to help cover the cost of construction.
  - ii. Road Maintenance: The November Bond question includes \$1.8 million in funding for paving most of the roads that need immediate attention; budget line item funding for road paving needs to get to \$1 million annually.
  - iii. Facilities: Projects proposed to be funded by Bond outlined; discussion of buildings effected and improvements detailed.

Ms. Brimer excused herself from meeting due to a prior commitment at 7:05 p.m.

- iv. Landfill Closure: The various projects associated with landfill closures explained and discussed.
- v. Old Town House: Update on building improvements provided for Commission.

IV. Public Comment:

- i. George Brennan, 70 Boone Street - Requested certain corrections to project narrative for Old Meeting House project – date of move, Cranston Family contribution and the status of HPHC Grant.
- ii. Dave Wren, 21 Loop Drive – Commented on the importance of using the Old Town House as a center for community use.

V. Correspondence: No correspondence.

VI. Adjournment: Motion to adjourn was unanimously approved at 7:50 p.m.

Respectfully submitted,

Phil Bergeron

**TOWN OF NORTH KINGSTOWN  
CAPITAL IMPROVEMENT PROGRAM REQUEST**

Department	Information Technology	Project Title	Technology Systems and Hardware Lifecycle Program				
<p><b>Description:</b> Local governments are increasingly expected to provide accurate, timely and comprehensive information on services and initiatives impacting the businesses and lifestyles of their citizens. The Town is required to streamline business practices while adhering to complex and rapidly changing regulatory requirements. In addition, citizens expect the Town to collect and process their input and comments as well as interpret and convey information about programs, services, regulatory impact, geographic/land features, emergency alerts and more. To do so, Town staff must store and supply an immense amount of information to perform their duties.</p> <p>This infrastructure services financial, payroll and utility billing systems, video streaming, geographical mapping services, Planning and Development, IP telephone systems, citizen and customer maintenance requests, internal and external websites, security systems, maintenance management tools, building permit systems, water monitoring, assessing systems, Public Safety controls, Emergency Management and much more.</p> <p>It is recommended that the municipal IT systems, hardware, and infrastructure be placed on lifecycle programs to prevent antiquated and end of life systems being maintained.</p>							
<b>Begin Date</b>			End Date			<b>Priority #</b>	
<b>Project Expenses</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
<b>Planning &amp; Design</b>	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00
<b>Land Acquisition</b>	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00
<b>Construction</b>	\$65,000	\$65,000	\$ .00	\$ .00	\$ .00	\$ .00	\$130,000
<b>Equipment/ Furnishings</b>	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$420,000
<b>Total Project Expenses:</b>	\$135,000	\$135,000	\$70,000	\$70,000	\$70,000	\$70,000	\$550,000
<b>Project Funding Source</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
General Fund	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$420,000
Enterprise Funds							
Authorized Bonds							
Unauthorized Bonds							
Grants/Other							
<b>Total Funding Sources</b>	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$420,000
<b>Est. Net Operating Costs</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
Personnel							
Maintenance							
(Less Revenues)							
Net Operating Cost							

**TOWN OF NORTH KINGSTOWN  
CAPITAL IMPROVEMENT PROGRAM REQUEST**

Department	WATER	Project Title	WATER SYSTEM ASSET MANAGEMENT PLAN/CLEAN WATER INFRASTRUCTURE REPLACEMENT PLAN (CWIRP)				
<p><b>Description:</b> Managing the consequences of asset failure is vital to the water system. Not every asset presents the same failure risk or is equally critical to water system operations making it important to know which assets are required to sustain system performance. This project is intended to be a more comprehensive approach to the preparation of our Clean Water Infrastructure Replacement Plan (CWIRP) and will include building on our pipeline database and mapping projects from the previous CWIRPs. It will provide a basis for future capital improvement projects</p>							
			End Date:	September 2019		Priority #2	
<b>Project Expenses</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
Planning & Design	\$50,000.00						\$50,000.00
Land Acquisition							
Construction							
Equipment/Furnishings							
<b>Total Project Expenses:</b>	<b>\$50,000.00</b>						<b>\$50,000.00</b>
<b>Project Funding Source</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
General Fund							
Enterprise Funds	\$50,000.00						\$50,000.00
Authorized Bonds							
Unauthorized Bonds							
Grants/Other							
Total Funding Sources							
<b>Est. Net Operating Costs</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
Personnel							
Maintenance							
(Less Revenues)							
Net Operating Cost							

**TOWN OF NORTH KINGSTOWN  
CAPITAL IMPROVEMENT PROGRAM REQUEST**

Department	WATER		Project Title	DISINFECTION OF HIGH SERVICE AREA			
<p><b>Description:</b> : In 2005 the Water Department was required to maintain a disinfectant residual in the Low Service pressure zone of the water distribution system. This was a result of three acute violations of the Total Coliform Rule. We have at times detected background (non Coliform) bacteria in samples collected from locations in both the Slocum High and Saunderstown High Service areas. Given the similarity of conditions (water quality and piping material) between the Low Service Zone and the High Service Zones it is in the best interest of public health to plan for the eventual disinfection of these service areas. Elevated iron and manganese levels in Well #3 (Saunderstown Service Area) have led us to reconsider the scope of work for this project. In the interest of optimizing treatment a water quality assessment will be conducted and used to evaluate and finalize the scope of work for the High Service Disinfection project.</p>							
			End Date	December 2020		Priority #3	
<b>Project Expenses</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
Planning & Design	\$75,000.00						\$75,000.00
Land Acquisition							
Construction		\$300,000.00					\$300,000.00
Equipment/Furnishings							
<b>Total Project Expenses:</b>	<b>\$75,000.00</b>	<b>\$300,000.00</b>					<b>\$375,000.00</b>
<b>Project Funding Source</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
General Fund							
Enterprise Funds	\$75,000.00	\$300,000.00					\$375,000.00
Authorized Bonds							
Unauthorized Bonds							
Grants/Other							
Total Funding Sources							
<b>Est. Net Operating Costs</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
Personnel							
Maintenance							
(Less Revenues)							
Net Operating Cost							

**TOWN OF NORTH KINGSTOWN  
CAPITAL IMPROVEMENT PROGRAM REQUEST**

Department	WATER		Project Title	WATER MAIN CONDITION ASSESSMENT			
<b>Description:</b> The project involves applying condition assessment technology to evaluate the structural strength of targeted segments of buried AC pipeline. This information will be used to develop/optimize a buried asset replacement program.							
	Ongoing		End Date			Priority #4	
<b>Project Expenses</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
Planning & Design	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$300,000.00
Land Acquisition							
Construction							
Equipment/Furnishings							
<b>Total Project Expenses:</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$300,000.00</b>
<b>Project Funding Source</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
General Fund							
Enterprise Funds	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$300,000.00
Authorized Bonds							
Unauthorized Bonds							
Grants/Other							
Total Funding Sources							
<b>Est. Net Operating Costs</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
Personnel							
Maintenance							
(Less Revenues)							
Net Operating Cost							

**TOWN OF NORTH KINGSTOWN  
CAPITAL IMPROVEMENT PROGRAM REQUEST**

Department	WATER	Project Title	WATER SUPPLY REDUNDANCY/SOURCE AUGMENTATION				
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**Description:** Water demand projections that consider stream flow and other Clean Water Act requirements forecast a water supply shortfall in the southern portion of RI. Southern RI is primarily served by groundwater sources. The state has already concluded that the groundwater resources of the Hunt-Annaquatucket-Pettaquamscutt (HAP) Aquifer are over allocated, making additional well development unlikely. The Water Department will need to look for supplemental sources of water supply as well as opportunities for securing redundant supply sources in coordination with local planning objectives and state water supply initiatives. The Water Department will look for opportunities to secure well replacement sites as well as opportunities to interconnect with other water supply systems.

	Ongoing		End Date			Priority #5	
Project Expenses	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Project Total
Planning & Design		\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$250,000.00
Land Acquisition							
Construction							
Equipment/ Furnishings							
<b>Total Project Expenses:</b>		<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$250,000.00</b>
Project Funding Source	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Project Total
General Fund							
Enterprise Funds		\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$250,000.00
Authorized Bonds							
Unauthorized Bonds							
Grants/Other							
Total Funding Sources							
Est. Net Operating Costs	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Project Total
Personnel							
Maintenance							
(Less Revenues)							
Net Operating Cost							



**TOWN OF NORTH KINGSTOWN  
CAPITAL IMPROVEMENT PROGRAM REQUEST**

Department	WATER		Project Title	REPLACEMENT OF WELL #10			
<p><b>Description:</b> Well #10 is the most productive of the Town's 11 wells. The well has a problem with the intrusion of sand and gravel and the installation of a liner screen (within the existing liner screen) failed to reduce the amount of sand being drawn into the well. This project includes the engineering, design, permitting, contract development, bidding services and construction of well/pump station appurtenances to replace this well. A contract was awarded in FY 14/15 for engineering services (\$368,000). The next phase of the project will include construction of the replacement well and pump station/treatment works.</p>							
			End Date:	July 2020		Priority #1	
<b>Project Expenses</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
Planning & Design							
Land Acquisition							
Construction	\$350,000.00						\$350,000.00
Equipment/Furnishings							
<b>Total Project Expenses:</b>	\$350,000.00						
<b>Project Funding Source</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
General Fund							
Enterprise Funds	\$350,000.00						\$350,000.00
Authorized Bonds							
Unauthorized Bonds							
Grants/Other							
Total Funding Sources							
<b>Est. Net Operating Costs</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Project Total</b>
Personnel							
Maintenance							
(Less Revenues)							
Net Operating Cost							