

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, September 27, 2016 at 4:00 p.m.

The meeting was called to order at 4:05 p.m. with the following members present:

Present:

- Trustees Ron Belmont, Norman Rosenblum and Nancy Seligson
- Paul Noto, Esq., Counsel
- Anthony Conetta, Manager
- David Birdsall, Business Director

Approval of Minutes

Trustee Seligson made a motion to accept the minutes for the September 13, 2016 Board meeting.

Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

The Manager reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Rosenblum made a motion to approve the 150 claims & 142 checks in the amount of \$1,255,997. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

The Manager discussed the status of the operating budget, capital projects and general administration with the Board. He also discussed the following:

- General fund disbursements were presented to the Board: VOM-\$177,588.38; TOM-\$126,197.38 and TOH-\$308,969.38. Trustee Rosenblum made a motion to approve the disbursements to the member municipalities. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

The Manager reviewed the overall status of customer accounts.

Operations Status Reports

The Manager reported on the following WJWW operational items:

- a. The year-to-date water production through the end of August, 2016 was 3.40 billion gallons compared to 3.53 billion gallons through the end of August, 2015 indicating a year-to-date decrease in water use of 0.13 billion gallons or 3.7% less water used than 2015.

The Board was reminded that New York State Department of Environmental Conservation has issued a drought watch for New York and WJWW has asked customers with irrigation systems, on a voluntary basis, to water their lawns on an odd-even day cycle.

- b. Water Main Repairs and Facilities Improvements:

- VOM & Greenhaven
 - Replaced lateral tee, control valve and fire hydrant 1105 on Rockridge Rd.
 - The asbestos water main replacement on Douglas Circle/Neil Pl. has been completed and the water has been restored to all customers affected.
- TOM
 - Replaced service connection and new 1" tap at 21 Valley Rd.
 - Replaced service connection at 110 Murray Ave.
 - Replaced service connection, new tap 1" and plugged old service connection at 54 Myrtle Blvd.
 - Replaced service connection at 85 Edgewood Ave.
- TOH
 - Replaced service connection and curb valve at 197 Park Ave.
 - Replaced fire hydrant 3095 at the intersection of North St. and Stratford Rd.
 - Four new 1 ½" taps at 150 Woodside Ave.

- c. Storage Tank Rehabilitation/Repairs:

- Woodside Tank:
 - Tank is back in service.
 - Resolving close-out/billing issues.

d. Meter Reading and Billing Status:

- Meter reading and billing for the TOM (3,000 +/-) is completed.
 - Meter reading for TOH (7,000 +/-) to begin October 1st.
 - Meter replacement Plan Phase I in the Town of Mamaroneck is in progress. Approximately 25 (1%) out of the approximate 3,174 TOM accounts are left to be replaced at this time. Of the remaining 25 meters, 5 appointments have been scheduled.
 - Meters replaced since late Feb '16 to allow for drive-by meter reads
 - VOM 120
 - TOM 680*
 - TOH 181
 - TOTAL 981
- *targeted to be at 95% +/- by late-Sept. /early-Oct. 2016
- Meter replacement appointments are continuing to be scheduled for TOM customers; a \$100 fee will be charged after Sept. for walk-ons (est. 5% +/-).
 - Meter replacement appointments are being scheduled for TOH-Purchase customers. Approximately 78 (8%) meters out of 999 Purchase accounts will be replaced.
 - Town of Harrison-West Harrison meter replacement program has begun with 489 residents being sent letters requesting that they schedule meter change appointments.
 - Continuing to work on resolving problems with: zero, low and estimated reads.
 - WJWW service workers are continuing to make progress on resolving problem reads/bills.
 - WJWW's Backflow Prevention Program:
 - Backflow prevention device application fee is being waived effective August 15, 2016 through June 30, 2017 for existing residential properties (new construction and major renovations are not exempted).
 - Fees will still apply for backflow prevention devices over 2 inches and for commercial/industrial/institutional properties and apartment buildings.
 - Retroactive waiver of some backflow prevention device fees to be applied as of January 1, 2016.
 - Current estimated properties to be brought in compliance is roughly 5,500 +/- of which an estimated:
 - * 80% are residential irrigation and
 - * 20% are commercial/institutional.
 - Of 436 letters and questionnaires sent to commercial/institutional properties regarding backflow prevention status, 170 responses have been received (39% response rate).
 - Of 1,200 +/- letters sent to residential customers regarding irrigation systems, 739 responses have been received (62% response rate). Of those responding, 652 (88%) indicate that they have an irrigation system.
 - WJWW is taking a phased approach to backflow prevention devices for 1-2 family residential as per NYSDOH's 1994 Policy.
 - Discussions have begun to incorporate all or portions of WJWW regulations into the local codes of VOM, TOM and TOH.
 - The Board discussed waiving the application fee for a backflow prevention device for 325 Hornidge Rd-VOM. After discussion, Trustee Rosenblum made a motion to waive the application fee. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

e. Improvements to Pump Stations

- Rye Lake Pump Station:
 - Emergency standby generators – Equipment order has been placed for three 500 KW units. Site work bid has been issued.
 - WCDOH approval has been received for the new gas chlorinators. Procurement in progress.
- Emergency Back Up Mobile Chlorinator:
 - A submittal has been made to WCDOH and comments are being reviewed by D&B.
- Town of North Castle request for water – issues and background information/need for water continue to be discussed.

f. New York City Water Rates

- A meeting was held with the Upstate Water Coalition on September 20th to discuss the DEC petition.

UV Alternative Status to Rye Lake Source

a. Maximize Use of Shaft 22 UV Treated Water:

- Updated Conceptual Plan being prepared by HDR, to allow for refinement of target completion dates and to reflect discussions with the Town of Greenburgh and Suez-United Water
- Kenilworth Pump Station Upgrade:
 - Pre-fabricated pump station is being assembled.
 - Site prep, delivery and connections/site restoration, system modifications arrangements have begun.
 - Target start up early 2017.
- New 16" Water Transmission Line
 - Water grant application has been deferred to round 3.
 - Basis of Design Report/Application is nearing completion.
- New Macy Rd-Osborne Rd. Pump Station:
 - Consultants are performing initial engineering work.
- Received WCDOH 2016 Annual Sanitary Survey:
 - Discussions with Westchester County are ongoing to obtain clarification of violations.

b. Town of Greenburgh:

- Discussions between WJWW and TOG engineers continues.

c. Suez/United Water:

- Scheduling follow-up meeting to discuss long-term alternative.

Executive Session

At 5:03 p.m., Trustee Seligson made a motion to go into Executive Session to discuss personnel history of a particular person. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

At 5:33 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular meeting. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

Date of Next Meeting

The next Board meeting is scheduled for Tuesday, October 18, 2016 at 4:00 p.m.

With no further business to discuss, Trustee Belmont made a motion to adjourn the meeting. Trustee Seligson seconded the motion, all in favor: "aye". The meeting adjourned at 5:35 p.m.