

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, April 26 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 Manager

Approval of Minutes

Trustee Bemont made a motion to accept the minutes for the April 12, 2016 Board meeting. Trustee Seligson seconded the motion, all in favor:

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

Trustee Belmont made a motion to accept the minutes from the April 20, 2016 Board meeting. Trustee Seligson seconded the motion, all in favor:

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

Financial Reports and Approvals

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 162 claims & 155 checks in the amount of \$2,163,613. 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.

The Manager presented the following items to the Board members for approval:

- General Fund disbursements to:
 - Town of Mamaroneck: \$252,394.75
 - Village of Mamaroneck: \$355,176.75

Trustee Rosenblum made a motion to approve the disbursements as presented. Trustee Seligson seconded the motion, all in favor:

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

- Village of Mamaroneck local capital project: paving program related water infrastructure replacement 2016 – estimated cost \$200,000. Trustee Belmont made a motion to approve the VOM local capital project. Trustee Seligson seconded the motion, all in favor:
Trustee Belmont “aye”
Trustee Rosenblum “aye”
Trustee Seligson “aye”
- Town of Mamaroneck local capital project: paving program related water infrastructure replacement 2016 – estimated cost \$200,000. Trustee Seligson made a motion to approve the TOM local capital project. Trustee Belmont seconded the motion, all in favor:
Trustee Belmont “aye”
Trustee Rosenblum “aye”
Trustee Seligson “aye”
- MetLife Dental and Life Insurance Renewal: Trustee Belmont made a motion to renew MetLife dental and life insurance coverage. Trustee Seligson seconded the motion, all in favor:
Trustee Belmont “aye”
Trustee Rosenblum “aye”
Trustee Seligson “aye”

The Manager also reviewed the 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 March 2016 was 0.94 billion gallons compared to 0.98 billion gallons through the end of March 2015 indicating a year-to-date decrease water use of 0.04 billion gallons or 4.1% more than 2015.
 - Rye Lake water consumption **decreased** by 1% compared to the same period in 2015.
 - As a point of reference, on a full year basis, 2015 Rye Lake water consumption **decreased** by 5% versus 2014.
- b. Water Main Repairs and Facilities Improvements:
 - VOM & Greenhaven
 - Continued work on Pirates Cove and Greacen Point asbestos water main replacement.
 - Replaced curb valve at 640 East Boston Post Rd.
 - Commenced Orchard St. asbestos water main break replacement (repair work pending WCDOH approval).

- TOM
 - Replaced curb valve at 1 Dante Dr.
 - Preparation for lead service connection replacements at the following locations is ongoing (prior to the TOM Paving project):
 - ◆ 36 Howell Ave
 - ◆ 44 Howell Ave.
 - ◆ 65 Howell Ave.
 - ◆ 66 Howell Ave.
 - ◆ 12 Hawthorn Rd.
 - ◆ 4 Carleon Ave.
 - ◆ 32 Carleon Ave.
 - ◆ 49 Carleon Ave.
 - ◆ 56 Carleon Ave.
 - ◆ 69 Carleon Ave.
 - ◆ 100 Carleon Ave.
 - ◆ 116 Carleon Ave.
- TOH
 - Repaired 8" water main break on Woodlands Rd.
 - Repaired 6" water main break on Wendover Rd.
 - Installed new 2" tap for 216 Sunny Ridge Rd.

c. Storage Tank Rehabilitation/Repairs:

- Woodside Tank:
 - As a result of the high winds in early-April, the containment around the tank was replaced. The contractor has now started sandblasting the tank.
 - NUCO Painting has submitted paperwork for payment in the amount of \$228,237.50. Trustee Rosenblum made a motion to approve the payment to NUCO. Trustee Belmont seconded the motion, all in favor:

d. Meter Reading and Billing Status:

- Meter reading and billing for TOH (7,000 +/-) to be completed by late April.
- Meter replacement plan Phase I in the Town of Mamaroneck has begun. Since February 23rd, 58 meters have been replaced in TOM, 48 in the VOM and 39 in the TOH.
- WJWW service workers are continuing to work on resolving problem reads/bills and the overall problems are being resolved.
- Letters have been sent out to TOM customers informing them about the meter replacement program.

- WJWW's Backflow Prevention Program:
 - Current estimated properties not in compliance is roughly 5,500 +/- of which 80% are residential irrigation and 20% are commercial/institutional.
 - Letters and questionnaires were mailed out to approximately 436 customers of commercial/institutional properties regarding backflow prevention status.
 - 167 commercial/institutional property responses have been received (38% response rate).
 - Letters were mailed to 1,200 +/- residential customers (TOM & VOM) that have water use indicative of having an irrigation system.
 - 712 residential property responses have been received which 627 said "yes" (60% response rate to date with 88% of the responses indicating an irrigation system).
 - WJWW is using a phased approach of the need for backflow prevention devices. TOH will go out to approximately 1,300 residential customers within the next month.

e. Improvements to Pump Stations:

- Emergency standby generators at Rye Lake Pump Station:
 - Building permit applications are in process of being filed. Ordering of equipment, site prep and installation pending.
 - WCDOH returned comments and Hazen and Sawyer revised and resubmitted engineering plans for the pump station.
 - WCDOH approval has been received for the new gas chlorinators.
- Emergency Back Up Mobile Chlorinator:
 - Engineering work by D&B is nearing completion and will be submitted to WCDOH shortly for approval.

f. WJWW's Season Hydrant Flushing:

- Completed on Tuesday, April 12th.

g. New York City Water Rate Increase:

- Public Notice for 2016-2017 water rate increase was published in The Journal News.

UV Alternative Status to Rye Lake Source

a. Maximize Use of Shaft 22 UV Treated Water:

- Continue to reduce efforts aimed at minimal use of Rye Lake as irrigation demands begin to increase.
- Kenilworth Pump Station Upgrade:
 - TOH Building Dept. applications (Land Development and Building) are nearing completion.
 - WCDOH approval has been received.
 - Piping prep work and structural modifications to the existing Kenilworth Booster Station are underway and efforts are being made to minimize impacts on Morgan Stanley.
 - Bidding expected to begin early-to-mid May.
 - Some customers may experience intermittent low pressure over the next 3 weeks. WJWW will be monitoring the water pressure while this work is being performed.
 - D&B submitted a proposal for additional hydraulic modeling services. Trustee Belmont made a motion to accept the proposal for a not-to-exceed fee of \$3,800. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
- New 16” Water Transmission Line (Mamaroneck Ave. to Macy Rd):
 - Surveying done and drilling field work is also completed.
 - Preparing plans and profiles that reflect survey work also preparing first cut of traffic maintenance plan.
 - Current schedule for submittal permit/application package to NYSDOH is June 2016.
 - Current target to start construction is Nov. 2016 and completion is expected in late 2017.

b. Town of Greenburgh Coordination:

- WJWW and HDR reviewing sharing a single building with two (2) independents units not a shared facility.
- WJWW and Suez/United Water are discussing details involving Shaft 20 pump station, 7 mile pipeline and associated cost estimates.

e. NYSDOH Interactions:

- A draft Settlement Agreement/Stipulation has been received from NYSDOH and is currently under review.
 - More discussions/negotiations are expected.
- WJWW continues to raise concerns regarding possible adverse impacts on WJWWs system if WCWD#1 continues to back-feed from Shaft 22 during the irrigation season.
 - A meeting with all parties is being scheduled by NYCDEP.

Executive Session

At 5:00 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel history of a particular person. Trustee Belmont seconded the motion, all in favor: “aye”

At 5:15 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular meeting. Trustee Seligson seconded the motion, all in favor: “aye”

Date of Next Meeting

The next Board meeting is scheduled for Tuesday, May 10, 2016 at 4:00 p.m.

With no further business to discuss, Trustee Rosenblum made a motion to adjourn the meeting. Trustee Seligson seconded the motion, all in favor: “aye”. The meeting adjourned at 5:15 p.m.