

## WESTCHESTER JOINT WATER WORKS

### Board of Trustees Meeting

Tuesday, June 28, 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 Rosenblum made a motion to accept the minutes for the June 14, 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 127 claims & 121 checks in the amount of \$344,872. 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 and then presented the following items to the Board members for approval/discussion:

- Approval to amend the TOH paving plan which is related to water infrastructure replacement for an increased scope of work from \$300,000 to \$400,000. Trustee Rosenblum made a motion to amend the TOH paving plan. Trustee Belmont seconded the motion, all in favor:

|                   |       |
|-------------------|-------|
| Trustee Belmont   | "aye" |
| Trustee Rosenblum | "aye" |
| Trustee Seligson  | "aye" |

- Modification of the easement for 1030 Greacen Point Rd. in the VOM. Trustee Rosenblum made a motion to accept the modification to the original easement. Trustee Seligson seconded the motion, all in favor:

|                   |       |
|-------------------|-------|
| Trustee Belmont   | “aye” |
| Trustee Rosenblum | “aye” |
| Trustee Seligson  | “aye” |
  
- Trustee Rosenblum made a motion to have the Manager sign the easement for 1030 Greacen Point Rd in the VOM. 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 May 2016 was 1.71 billion gallons compared to 1.87 billion gallons through the end of May 2015 indicating a year-to-date decrease in water use of 0.16 billion gallons or 8.6% less than 2015.

The Manager discussed the peak demand issues that WJWW is experiencing and the need for odd/even irrigation and other additional items that should be in place such as: no watering between the hours of 10:00 am and 4:00 pm and commercial accounts using their irrigation systems at night during off-peak hours. WJWW will contact the golf courses to discuss the voluntary irrigation restrictions that we are putting in place.

#### **b. Water Main Repairs and Facilities Improvements:**

- VOM & Greenhaven
  - The easement issues have been resolved and work on Pirates Cove and Greacen Point asbestos water main replacement resumed Monday, June 26<sup>th</sup>.
  - Replaced service connection at 1516 Urban St.
  - Replaced service connection at 800 Grove St.
  - Replaced fire hydrant # 4041 on John Jay Pl.
  
- TOM
  - Replaced fire hydrant # 2331 on Marbourne Dr.
  - Replaced fire hydrant # 2088 on Rockland Ave
  - Installed new tap for new service connection at 57 Harrison Dr.
  - Replaced curb valves for 59 and 63 Harrison Dr.
  - Repaired service connection leak at 35 Valley Rd.

- TOH
  - Replaced fire hydrant # 3704 on Purchase St.
  - Replaced fire hydrant # 3582 and control valve on Manhattanville Rd.
  - Installed new 8" control valve at intersection of Highland Rd. and Purchase St.
  - Installed 3 new service line taps on Columbus Ave. in West Harrison.
  - Replaced the following valves:
    - Valves 370, 1994, 2435, 1993 on Purchase St.
    - Valves 373 & 2151 on Highland Rd.

c. Storage Tank Rehabilitation/Repairs:

- Woodside Tank:
  - Refilled and disinfected the tank.
  - Received WCDOH approval to put tank back in service.
  - Tank refilled, drained and put back in service on June 4<sup>th</sup>.

d. Meter Reading and Billing Status:

- Meter reading and billing for TOM (3,000 +/-) is now completed.
- Meter reading for TOH (7,000 +/-) to begin July 1<sup>st</sup>.
- Billing for TOH (7,000 +/-) expected to be completed by late-July.
- Meter replacement plan Phase I in the Town of Mamaroneck has begun. Approximately 438 (14%) meters out of approximately 3,174 TOM accounts are expected to be replaced.
- Since February 23<sup>rd</sup>, 235 meters have been replaced in TOM (targeted to be at 100% by October 2016), 87 in the VOM and 87 in the TOH.
- A 3<sup>rd</sup> letter, robo-call, email and text will be sent to TOM residents that have not scheduled an appointment to have their water meter changed. Residents will also be advised that if they do not schedule an appointment for a meter change that they will be charged a \$100 manual meter read fee in their September bill and all future bills until their meter is changed.
- Meter replacement appointments are continuing to be scheduled for TOM customers.
- WJWW service workers are continuing to make progress on resolving problem reads/bills.
- 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.
  - 170 commercial/institutional property responses have been received (39% response rate).
  - Letters were mailed to 1,200 +/- residential customers (TOM & VOM) that have water use indicative of having an irrigation system.
  - 738 residential property responses have been received (62% response rate) of which 651 (88%) indicated having an irrigation system.
  - WJWW is using a phased approach to backflow prevention follow-up. Letters will go out to approximately 1,300 TOH residential customers within 1-2 months.

e. Improvements to Pump Stations:

- Rye Lake Pump Station:
  - Emergency standby generators – equipment has been ordered. Delivery is expected in 8-10 weeks (mid-late August). Site work bid will be issued shortly.
- Emergency Back Up Mobile Chlorinator:
  - Engineering work by D&B is nearing completion and will be submitted to WCDOH shortly for approval.

f. New York City Water Rate Increase:

- The NYC Water Board adopted a 1.25% water rate increase which will take effect July 1, 2016.
- Member municipality specific proposed rate increases to be presented at Town/Village Board meetings:
  - VOM, July 11<sup>th</sup>.
  - TOM, July 18<sup>th</sup>.
  - T/VOH, July 21<sup>st</sup>.

**UV Alternative Status to Rye Lake Source**

a. Maximize Use of Shaft 22 UV Treated Water:

- The Updated Conceptual Plan is currently being prepared by HDR and is expected to be completed mid-July.
- Back to normal operations for meeting summer irrigation demand using both Shaft 22 (UV treated) and Rye Lake (non-UV treated) sources.
- Kenilworth Pump Station Upgrade:
  - Execution of contracts with EFI (the lowest responsible bidder) for the pre-fabricated pump station is in progress.
  - Next steps include site prep, delivery and connections and site restoration.
  - The target start date is early-2017.
  - Site work bid is currently being reviewed.
  - Electrical work bid is also being reviewed.
- New 16" Water Transmission Line (Mamaroneck Ave. to Macy Rd):
  - Engineer's cost estimate is \$5 million.
  - Currently in the process of obtaining the amended/increased bonding.
  - Amended State grant application has been submitted.
- New Macy Rd-Osborne Rd. Pump Station:
  - The construction of a new booster station at the intersection of Macy Rd and Osborne Rd. in the TOH that will allow for the transfer of additional water from Shaft 22 to the Kenilworth tank.
- Protection of the Rye Lake Intake
  - Hazen & Sawyer are performing the engineering for the permanent boom and turbidity curtain.

b. Town of Greenburgh Coordination:

- Discussion between staff and engineers is in progress related to a shared facility.

c. Suez/United Water:

- WJWW is awaiting a response/decision regarding Suez's future plans with WJWW's capital projects.

d. NYSDOH

- Currently reviewing draft Consent Order with respect to the updated Conceptual Plan that was submitted.

e. Village of Larchmont

- Preparing a draft letter to the Village regarding future capital projects.

**Executive Session**

At 5:15 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss union matters/negotiations. Trustee Belmont seconded the motion, all in favor: "aye"

At 5:35 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: "aye"

**Date of Next Meeting**

The next Board meeting is scheduled for Tuesday, July 12, 2016 at 4:00 p.m.

With no further business to discuss, Trustee Rosenblum made a motion to adjourn the meeting. Trustee Belmont seconded the motion, all in favor: "aye". The meeting adjourned at 5:40 p.m.