

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, March 27, 2012 at 4:00 p.m.

The meeting was called to order at 4:03 p.m. with the following members present:

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

Approval of Minutes

Trustee Rosenblum made a motion to approve the minutes for the February 27, 2012 Board meeting. Trustee Seligson seconded the motion, all in favor:

Trustee Rosenblum "aye"

Trustee Seligson "aye"

Financial Reports and Approval

The Manager reviewed the current bank balances with the Board.

The Manager reviewed 133 claims to the Board for approval. After reviewing the claims, Trustee Seligson made a motion to approve the 133 claims in the amount of \$970,526. Trustee Belmont seconded the motion, all in favor:

Trustee Rosenblum "aye"

Trustee Seligson "aye"

Trustee Belmont entered the meeting at 4:10 p.m.

The Board of Trustees made a motion to approve the appointment of David Birdsall to Business Director on a probationary basis as per Westchester County Civil Service Rules. All in favor:

Trustee Belmont "aye"

Trustee Rosenblum "aye"

Trustee Seligson "aye"

The Manager reviewed the proposed 2012 disbursements table based on water sales from 2011. He also reported that a disbursement will be made today to the Town of Harrison.

The Manager informed the Board that a financial meeting with representatives from the three member municipalities was held on March 14, 2012 to discuss disbursements, financial audit, capital and O&M budgets.

The Manager reported on the preliminary 2012 budget to date. He also reported that revenues are ahead of expenditures.

The Manager discussed that there has been an increase in overdue customer accounts. The Manager is recommending the transfer fee charged to customers when past due amounts are put on the tax levy be increased and he is also recommending the possibility of fees and charges for overdue accounts. This will be discussed further at future meetings.

Operations Reports

The Manager presented the following highlights regarding WJWW operations:

- 30" transmission main – still working with engineers and meter specialists to determine whether there are any connections or any piping near the venturi meter located at Shaft 22 that could cause it to misread. WJWW staff has refilled the pit with gravel so that after the repair is completed WJWW can further research the venturi meter at Shaft 22.
- February 2012 water production is down 7% compared to February 2011. Due to 30 inch transmission line break approximately 157 million gallons were replaced by Rye Lake (70 MG), Scarsdale (40 MG) and UWNR (47 MG).
- Need to incorporate WJWW Rules and Regulations into the Plumbing/Building Codes of each of the member municipalities. The Manager will need to meet with Engineers and Attorneys from the municipalities and then the Town/Village Board of Trustees will need to approve.
- Last year, the Town of Mamaroneck approved an ordinance to restrict irrigation during the morning hours. The Manager is requesting that the Village of Mamaroneck and Town/Village of Harrison also approve an ordinance that restricts irrigation during the morning when demand for water is at its greatest.
- USEPA Grant Project Water Main Improvements – approximately 70% complete. The remaining work to be done is testing and final paving.
- SCADA Improvement Project is moving along as scheduled. A meeting is scheduled for Thursday, March 29, 2012 to discuss the SCADA upgrades. The Manager also mentioned the AWWA Advisory on Utility Cybersecurity Risks.
- Status of the 30" transmission line repair – the pipe has been laid, filled, super chlorinated and dechlorinated. During this time, WJWW has solved a persistent problem of effective chlorine feed at the Larchmont Plant. Anticipate to resume service to the 30" main after the holidays.
- Proposed Comprehensive Evaluation of WJWW Capital and O&M & Revenue Sharing/Allocations – John Mastracchio from Red Oak Consulting and Bob Mattarazzo from Malcolm Pirnie gave a brief overview of the March 1, 2012 Financial Program Analysis Proposal.

Trustee Rosenblum left the meeting at 5:02 p.m.

- Springdale Road Booster Pump Station – WCDOH has requested a meeting with WJWW on Thursday, March 29, 2012 to give an update on the progress of the booster pump station.
- WCDOH 2012 Sanitary Survey – was performed by WCDOH on March 13th and 14th. This involved an engineer from WCDOH visiting all of WJWW facilities, requesting and reviewing files, interviewing/ questioning operators and staff on procedures.

WJWW received the following verbal violations:

1. Filter Plant Violation.
2. Springdale Road – pressure conditions.
3. Water Storage Tanks – The Manager explained that Park Lane No. 1 needs rehabilitation work. Purchase Tanks No. 1 & 2 and Kenilworth Tank need to be in compliance with current OHSA requirements.

The Manager reported that back in November 2011, H2M prepared two separate proposals for Professional Engineering Services to address the Water Storage Tank violations.

The Manager also reported that any violations WJWW receives from the WCDOH must be included in the 2011 Annual Drinking Water Quality Report

Next Board Meeting

The Board agreed to adjourn the meeting at 5:21 p.m. and will resume the meeting at a mutually agreed time next week to cover the topics not discussed at this meeting on March 27, 2012.