

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, April 12, 2011 at 12:00 p.m.**

The meeting was called to order at 12:12 p.m. with the following members present:

- Trustees Valerie O’Keeffe, Joan Wash and Norman Rosenblum
- Anthony Conetta, Manager
- Paul Noto, Esq.

The two guests present at the meeting introduced themselves: Anne Dooley and Marcia Kapilaw, residents from the Greenhaven section in the City of Rye which is served by WJWW.

**Approval of Minutes**

Trustee Walsh made a motion to approve the minutes as presented for the March 22<sup>nd</sup> and March 31<sup>st</sup> Board meetings. Trustee Rosenblum seconded the motion, all in favor:

Trustee Walsh	“aye”
Trustee Rosenblum	“aye”

**Financial Reports and Approval**

The Manager reviewed the current bank balances with the Board.

The Manager presented the claims to the Board for approval. After reviewing the claims, Trustee Rosenblum made a motion to approve the 133 claims in the amount of \$1,201,687. Trustee Walsh seconded the motion, all in favor:

Trustee O’Keeffe	“aye”
Trustee Rosenblum	“aye”
Trustee Walsh	“aye”

The Manager reported on the 2010 budget and the status of the preparation of the 2011 budget, which he indicated is highly dependent on the yet unknown NYC rate increase. The Manager stated that WJWW water rate increase should take effect at the same time as the NYC water rate increase. The Manager reported that the NYC water rate increase should be made public mid-June and take effect July 1<sup>st</sup>. The Manager would aim to have all meters read in July so that customers can be billed at the new rate, thus, receiving payment for the water usage sooner which will increase WJWW’s cash flow.

The Manager discussed possible options being explored by the City of Rye for water service to the residents of Greenhaven that could include service taken over by the City of Rye or United Water Westchester. The Manager also discussed that the City of Rye charges WJWW infrastructure property tax for WJWW’s pipes in the City of Rye’s roads and that tax is passed on to the Greenhaven residents. The Trustees also discussed various ways that each member municipality will publicize the water rate increases on their Board Agendas so that the public included areas outside WJWW would be better informed.

The Manager reviewed a summary of on overdue payments. This included an updated table on the status of customers with unpaid balances greater than 60 days that had received letters from WJWW requesting payment. Any unpaid balances greater than 60 days and over \$100 in the Village of Mamaroneck will be transferred to the tax levy. Residents in the Town/Village of Harrison and Town of Mamaroneck were sent notices of possible shut-off of service if payment is not received. Trustee Rosenblum stated that the water should be turned off for customers that do not pay their water bills and that it should be reported to the credit agencies.

The Manager reviewed the draft water consumption inquiry request form that will be sent to a customer before researching their complaint or water consumption.

Trustee O'Keeffe made a motion approve the overdue balance transfer to the Village of Mamaroneck tax levy. Trustee Rosenblum seconded the motion, all in favor:

Trustee O'Keeffe	"aye"
Trustee Rosenblum	"aye"
Trustee Walsh	"aye"

The Board directed the Manager to send letters to the owner's of commercial accounts with renters informing them of the overdue balances on their property.

The Manager gave a brief overview of possible options for WJWW's workers compensation insurance.

### **Operations Report**

The Manager gave an update on the engineering work for the Springdale Road seasonal pump station project including a brief explanation of the pressure problems during the summer months on Springdale Road in New Rochelle.

The Manager updated the Board on the continuing progress made with MXU installations that allows for more drive-by meter readings and fewer walk-on reads.

The Manager gave an overview of the three proposals received for Tank Integrity Inspections & Improvement Plan. The three proposals were from Dvirka and Bartilucci (D&B) for \$33,000, H2M for \$33,500 and GHD Consulting Engineers (Stearns & Wheeler) for \$47,400. The Manager recommended that the proposal be awarded to H2M since they did the 2010 annual tank inspections and they have the staff so that subcontractors are not needed. Trustee Rosenblum made a motion to award the proposal for Tank Integrity & Improvement Plan to H2M, in the amount of \$33,500. Trustee Walsh seconded the motion, all in favor:

Trustee Rosenblum	"aye"
Trustee Walsh	"aye"
Trustee O'Keeffe	"aye"

The Manager reported that the Press Release on "Fix a Leak Week" was posted on WJWW's website and was sent to the three member municipalities, The Sound & Town Report, The Harrison Report, The Journal News and News 12. However, the Manager reported that it seemed that there was no press or media coverage of the Press Release.

The Manager reported that the back-up chlorinator at the Larchmont Plant has been installed and WJWW is using it on and off and WJWW is awaiting a County DOH inspection of it.

The Manager updated the Board on the status/progress of work on the pump replacements at the Purchase Booster Station. The Manager stated that additional electrical work was necessary. The Manager also reported that work should be completed between early to mid-May.

The Manager has asked the Board to consider promoting and supporting legislation to regulate irrigation system contractor certifications. By doing so, it will reduce problems with water loss due to faulty installations and/or poor materials.

The Manager reported that the annual hydrant flushing program began on March 23<sup>rd</sup> and to save on NYC excess water charges was split between the end of March, beginning of April. In addition, the Manager reported that the new reverse call system was used to notify customers in the areas of flushing and that the work would be done at night to minimize discolored water complaints.

The Manager reported that the April meter reads in the Town/Village of Harrison are completed. The Manager also reported that seasonal meters will not be turned on for customers if there is a balance due on their water account.

#### **County UV Alternative**

The Manager reported that he received an email today from the NYSDOH requesting additional hydraulic modeling. The Manager indicated that a vulnerability assessment study and additional hydraulic modeling should be performed on the water quality at Rye Lake. The Manager and Paul Noto will prepare a response to be sent to NYSDOH.

#### **Next Meeting**

The next Board of Trustees meeting is scheduled for Tuesday, April 26, 2011 at 3:30 p.m.

#### **Executive Session**

At 1:25 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel matters. Trustee O'Keeffe seconded the motion, all in favor "aye".

With no further business to discuss, at 1:45 p.m. Trustee Rosenblum made a motion to adjourn the meeting. Trustee Walsh seconded the motion, all in favor "aye". The meeting adjourned.