

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, December 27, 2011 at 2:30 p.m.**

The meeting was called to order at 2:38 p.m. with the following members present:

- Trustees Valerie O’Keeffe, Joan Walsh and Norman Rosenblum
- Anthony O. Conetta, Manager
- Paul Noto, Esq.
- Ron Belmont, Supervisor/Mayor Elect, Town/Village of Harrison
- Nancy Seligson, Supervisor Elect, Town of Mamaroneck
- Lou Santoro, Trustee, Village of Mamaroneck

Mr. Noto explained that he had prepared paperwork which was sent to George Latimer and Suzi Oppenheimer’s offices requesting an increase in pay for the Board of Trustees. The request was denied by Governor Patterson and then by Governor Cuomo. Mr. Noto would like to know if the Trustees would like him to prepare the paperwork to request a pay increase. The Board agreed to discuss at a later meeting.

**Approval of Minutes**

Trustee Walsh made a motion to approve the minutes for the December 13, 2011 Board meeting. Trustee Rosenblum seconded the motion, all in favor:

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

**Financial Reports and Approval**

The Manager reviewed the current bank balances with the Board.

The Manager presented 65 claims to the Board for approval. After reviewing the claims, Trustee Rosenblum made a motion to approve the 65 claims in the amount of \$329,708. Trustee Walsh seconded the motion, all in favor:

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

The Manager reported that all 2011 disbursements have been made to the member municipalities for the 2010 earnings. The Manager also reported he estimates that on a preliminary basis and subject to a fiscal audit approximately \$4 million will be distributed during 2012 to the member municipalities for the 2011 earnings. He said that WJWW’s final audit to be completed by Bennett Kielson.

The Manager gave a status update of the 2011 budget. He also reported that he and David Birdsall are working on the 2012 budget. Due to NYC raising their water rates July 1st, as in previous years, WJWW will proceed with a preliminary budget until July when the NYC water rate has been established. The Manager reported that he is currently assuming a 2% increase O&M.

Louis Santoro joined the meeting at 2:49 p.m.

The Manager also reviewed the overdue customer accounts table with the Board and reported that staff continues to make phone calls and letters are being sent out to customers with a past due balance. In addition, the tax levy has been prepared for the Town of Mamaroneck.

### **Operations Reports**

The Manager presented the following regarding WJWW operations:

- The water production summary table was discussed with the Board. WJWW is selling approximately 15% less water than the previous year.
- WJWW system-wide drive-by remote meter reading capability is up to 60% for overall service area. The remaining 40% of meters are very old and need to be replaced. NYC is monitoring water usage more carefully due to the upcoming repair/shut down of the Delaware Aqueduct.
- 2011 Permanent Paving Contract – work is moving forward.
- USEPA Grant Project Water Main Improvements (Lundy Lane-514 ft., Taylor Lane-1,288 ft. and Davenport Road-218 ft.) Petrillo has started work. Work has shut down for the holidays. Work is scheduled to begin on January 3, 2012 at Taylor Lane.
- York Road water main capital improvement project status: installation of main is completed and homes have been connected to the new main. David Birdsall again reported that binder has been put down and the final paving of York Road is scheduled for the Spring.
- Tank Integrity Reports for Purchase #1 and #2, Park Lane #2 and Kenilworth tanks – reports were submitted to WCDOH on November 14, 2011, before the March 1, 2012 deadline. The Manager discussed the two (2) proposals received for engineering services by H2M. Trustee Rosenblum asked for more specifics on these repairs. He also asked if other engineering firms were asked to submit proposals for the engineering work. Trustee Rosenblum requested that this item be tabled until the next Board meeting after the new Trustees are sworn in. Ms. Seligson inquired as to which municipality pays what and how much each municipality pays and what is considered a joint project and what is considered a local project. It was agreed by the Board to table this discussion until the January 10, 2012 meeting.
- SCADA Improvements Project – currently in the middle of Phase I.
- Southern Westchester BOCES interconnection with WJWW – WJWW is awaiting information from Dolph Rotfeld Engineering.

- Town of North Castle Water District #6 service connection to homes along Old Orchard Street Update. Still awaiting NYCDEP approval/authorization for homeowners to connect to WJWW's water main.
- Integrity inspection at Rye Lake raw water intake and screens – this work needs to be completed by March 1, 2012 as per the WCDOH annual sanitary survey. Hazen & Sawyer has hired divers to perform the inspections. The inspections should begin in the next week or two.
- Replacement boiler at the Rye Lake Plant – work is almost complete.
- Emergency Back-Up Generator needed at the Winged Foot Tank – work is moving forward.
- RFP for upgrading WJWW's billing system were sent out. WJWW received 5 proposals. David Birdsall reported that it will take approximately 4 to 6 months to convert WJWW's current billing program to the new CUSI program. The Manager reported that this item was included in the 2010/2011 budget. After reviewing the summary of proposals received, Trustee O'Keeffe made a motion to award the proposal to Continental Utility Solutions (CUSI) for \$168,000 plus an additional \$30,000 to \$50,000 in hardware costs. Trustee Rosenblum seconded the motion, all in favor:  
Trustee O'Keeffe      "aye"  
Trustee Rosenblum    "aye"  
Trustee Walsh        "aye"
- In addition, WJWW's server must also be upgraded. The Manager is recommending Total Computer Group be awarded this contract. They are on the New York State Contract Bid. David Birdsall explained that there are server/hardware costs involved and WJWW will need 2 servers, one that is billing/accounting based and the other is PC /office based. Total Computer Group met all criteria. After review, Trustee Rosenblum made a motion to award the contract to Total Computer Group for the amount of \$20,724. Trustee O'Keeffe seconded the motion, all in favor:  
Trustee O'Keeffe      "aye"  
Trustee Rosenblum    "aye"  
Trustee Walsh        "aye"
- Public Affairs Advisory is promoting the use of tap water instead of bottled water. The Manager asked that each member municipality promote the use of tap water when possible.

### **Village of Larchmont**

The Manager has nothing new to report at this time.

### **Greenhaven Service Area**

Manager reported that he has not yet received details from City of Rye concerning taxes charged and associated notices to WJWW.

### **County UV Alternative**

The Manager forwarded the SEQRA documentation from Westchester County Department of Planning for the Eastview Water Meter Connection Chamber. The Manager once again reviewed the Potential Fines for Missing the Court Order December 3, 2008 deadline. The Manager also reported that WJWW must be compliant with the LT-2 Rules which is that all water must be filtered or UV treated. The County still has not made a decision on which UV alternative they will choose.

### **Town of Mamaroneck Tax Levy**

The Manager presented the Town of Mamaroneck Tax Levy 2011 for the Board to review and approve. After reviewing the list, Trustee O’Keeffe made a motion to approve the Town of Mamaroneck Tax Levy. Trustee Walsh seconded the motion, all in favor:

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

### **Union Update**

The Manager stated that there was nothing new to report.

### **Executive Session**

At 3:53 p.m., Trustee O’Keeffe made a motion to go into Executive Session for advice of counsel. Trustee Walsh seconded the motion, all in favor: “aye”.

At 4:10 p.m., Trustee O’Keeffe made a motion to leave Executive Session and return to the regular meeting. Trustee Walsh seconded the motion, all in favor: “aye”.

The Board authorized the Manager to hire Daniel Pirrone to the position of Water Treatment Plant Operator Trainee.

### **Next Board Meeting**

The next Board of Trustees meeting is scheduled for Tuesday, January 10, 2012 at 2:30 p.m.

With no further business to discuss, Trustee O’Keeffe made a motion to adjourn the meeting. Trustee Walsh seconded the motion, all in favor “aye”. The meeting adjourned at 4:15 p.m.