

**Westchester Joint Water Works
Board of Trustees Meeting
Tuesday, February 8, 2011 at 3:30 p.m.**

The Board of Trustees meeting was called to order at 3:36 p.m. with the following members present:

- Trustees Valerie O’Keeffe, Joan Walsh and Norman Rosenblum
- Anthony Conetta, Manager
- Paul Noto, Counsel

Trustee O’Keeffe met briefly with Mayor French of the City of Rye, last week along with Trustee Walsh and they discussed the article in the Sound & Town Report and WJWW’s response to the article regarding the response to the Greenhaven water rates. Mayor French has requested a brief meeting this week with Trustee O’Keeffe to further discuss this issue. Trustee O’Keeffe will be meeting with Mayor French on Wednesday, February 9th.

Approval of Minutes

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

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

The Manager reported to the Board that a formal Public Notice Board has been placed at the front entrance of WJWW. In addition, the Public Notice and Meeting Agendas are being posted at all three member municipalities.

Financial Reports and Approval

The Manager presented the 90 claims in the amount of \$359,900 to the Board for approval. After reviewing the claims, Trustee Walsh made a motion to approve the claims as presented. Trustee Rosenblum seconded the motion, all in favor:

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

Approval of Bids/Proposals

Purchase Booster Pumps. The Manager reported that a meeting was held with WJWW, Hazen & Sawyer and Foremost Development, LLC to discuss the details of the job. The Manager recommended that the bid be awarded to Foremost Development. Trustee O’Keeffe made a motion to award the bid to Foremost Development, the lowest responsible bidder that met bid specifications, in the amount of \$111,475.

Trustee Walsh seconded the motion, all in favor:

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

Approval of Bids/Proposals (cont'd)

Reverse 911 Call System. The Manager reported that WJWW received 4 quotes. The Manager recommended that the bid be awarded to Swiftreach. Trustee Rosenblum inquired as to what type of warranties are given. The Manager will find out and report back to the Board. Trustee Rosenblum made a motion to award this to Swiftreach, the lowest responsible bidder that met specifications, in the amount of \$22,600. Trustee O'Keeffe seconded the motion all in favor:

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

Engineering Services for Booster Station at Springdale Road. The Manager received 2 proposals. The Manager reported that this work will not be completed by June. He feels the job should be completed by November. The Manager recommended that during construction, the Town of Mamaroneck and City of New Rochelle should enact an ordinance that no lawn sprinklers shall be used during the hours of 3:00 a.m. to 9:00 a.m. to make certain that pressure is kept above 20 psi. on Springdale Road. After discussions, Trustee Walsh made a motion to award the proposal to Dvirka and Bartilucci Consulting Engineers, in the amount of \$44,500. Trustee O'Keeffe seconded the motion, all in favor:

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

Budget Status

The Manager said that the end of the year audit should be completed shortly. The Manager also stated that he has had discussions with representatives from Bennett Kielson about reducing the number of audits from 4 times a year to 2. This item will need to be discussed further during Executive Session.

The Manager also stated that he and David have been preparing the 2011 Budget. The Manager said that he would like to draft an approach of listing water rates on customer bills by breaking down the water rate listing the WJWW water rate increase and also listing the NYC water increase (which is a pass through) so that our customers will have a better understanding of how the water rates are established. The Manager also said that WJWW may want to increase water rates in January (to cover WJWW operations, capital improvements, expenses, etc.) and then in July, institute the NYC water rate increase. Trustee O'Keeffe also suggested that a Press Release be sent out to WJWW customers informing them of the possible water rate increases.

The Manager reported that the customer overdue payments table has been modified.

Operations Report

United Water Westchester – WJWW is looking into possible ways to monitor UWW water usage. The Manager stated that he is looking into ways to get daily reads of water used by UWW via a remote reading system.

Operations Report (cont'd)

The Manager reported that WJWW staff is planning to install additional MXU's as the snow melts. He also stated that there was a problem getting approximately 750 meter reads in the Town of Harrison mostly due to all the snow and ice. WJWW staff is trying to get reads so that bills will not have to be estimated and then adjustments made later on. The Manager and David Birdsall are working on trying to resolve this issue.

The Manager informed the Board that SCADA improvements are proceeding smoothly.

The Manager said that the Distribution Department has had many leaks and WJWW is using the leak detection equipment to try and locate these leaks.

The Manager reported that a notice has been posted on WJWW's website asking residents to assist WJWW in clearing the snow around fire hydrants on or near their property.

The Manager reported that he is preparing a presentation for the Board on the results of the 2010 annual water tank inspection.

The Manager spoke to Mike Estremera regarding the status of the water operator certifications that are awaiting WCDOH and NYSDOH approval.

The Manager is awaiting specifications from Westchester County Office of Emergency Services on the installation of the microwave dish to be installed at the Winged Foot tank.

The Manager said that WJWW continues to fluoride the water and that WJWW is not exceeding the NYSDOH guidelines of 0.7.

Woodard & Curran are almost completed with the plans and specifications for the stimulus funding project and they will be submitted to USEPA for approval.

The back-up chlorinator is being assembled and WJWW should receive it in a few weeks.

The Manager reported that a meeting will be held with representatives from Morgan Stanley on February 10, 2011 to discuss the repairs, relocation of the column and WJWW's valves that were relocated and buried without WJWW's permission which caused WJWW to install new valves. The Manager also said that a meeting will be held with Mastercard to discuss ways to improve low water pressure at this location.

County UV Alternative Report

The Manager said that he has requested more time to prepare a revised Basis of Design report to submit to NYSDOH, as directed by NYSDOH. WJWW cannot make a decision until Westchester County has made their decision.

Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, March 1, 2011 at 4:00 p.m.

Executive Session

At 4:52 p.m., Trustee Walsh made a motion to go into Executive Session to discuss personnel matters of a particular person. Trustee Rosenblum seconded the motion, all in favor "aye"

At 5:19 p.m., Trustee Walsh made a motion to leave Executive Session and return to the regular meeting. Trustee Rosenblum seconded the motion, all in favor "aye".

With no further business to discuss, at 5:19 p.m. Trustee O'Keeffe made a motion to adjourn the meeting. Trustee Rosenblum seconded the motion, all in favor "aye". The meeting adjourned.