

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, March 22, 2016 at 4:00 p.m.**

The meeting was called to order at 4:00 p.m. with the following members present:

**Present:**

- Trustees Ron Belmont and Norman Rosenblum
- Ernie Odierna, Councilperson-Town of Mamaroneck
- Paul Noto, Esq., Counsel
- Anthony Conetta, Manager
- David Birdsall, Business Manager

**Absent:**

- Trustee Nancy Seligson

**Approval of Minutes**

Trustee Rosenblum made a motion to accept the minutes for the March 8, 2016 Board meeting. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
TOM Councilperson Odierna	"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 119 claims & 111 checks in the amount of \$477,719. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
TOM Councilperson Odierna	"aye"

The Manager discussed the status of the operating budget, capital projects and general administration with the Board he also reviewed the status of overdue customer accounts that are currently more than 60 days past due.

## **Operations Status Reports**

The Manager reported on the following WJWW operational items:

- a. The year-to-date water production through the end of February 2016 was 0.63 billion gallons compared to 0.62 billion gallons through the end of February 2015 indicating a year-to-date increase water use of 0.01 billion gallons or 1.6% more than 2015.
  - Rye Lake water consumption **decreased** by 3% compared to the same period in 2015.
  - As a point of reference, on a full year basis, 2015 Rye Lake water consumption **decreased** by 5% versus 2014.
- b. Water Main Repairs and Facilities Improvements:
  - VOM & Greenhaven
    - Continued work on Pirates Cove and Greacen Point asbestos water main replacement.
    - SITES Remediation & Technologies, Inc. submitted a proposal for engineering design and construction services for Flagler Dr. replacement of 240 ft. of asbestos water main. After discussion, Trustee Rosenblum made a motion to approve the proposal for a not to exceed fee of \$18,865.00. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
TOM Councilperson Odierna	“aye”
  - TOM
    - Repaired service connection at 188 Rockingstone Ave.
    - Repaired service connection at 147 Rockland Ave.
- c. Storage Tank Rehabilitation/Repairs:
  - Woodside Tank:
    - Exterior work is expected to begin the last week of March.
    - Scaffolding has been delivered to the site and the tank is scheduled to be drained on or about March 25<sup>th</sup>, pending the confirmed delivery date of the turnover mixing system.
  - Winged Foot tank discharge altitude valve/lines have experienced some freezing due to the cold weather. A temporary heater is being used. The permanent heating enclosure has been delivered and will be installed shortly.
  - Woodside Zone Old Lake St. PRV work is ongoing.
  - WJWW Outline of Requirements for Subdivisions & Public Water System Improvements – A Guide for Developers & Engineers. The Board members requested that the approval be deferred until the outline is reviewed by the member municipalities in-house engineering/building department staff. WJWW will mail the requirements to the member municipalities for review.

d. Meter Reading and Billing Status:

- Meter reading and billing for TOM (3,000 +/-) has been completed.
- Meter reading for TOH (7,000 +/-) is scheduled to begin April 1<sup>st</sup> with associated billing to be completed by mid-late April.
- Meter replacement plan Phase I in the Town of Mamaroneck has begun. Since February 23<sup>rd</sup>, 19 meters have been replaced in TOM, 23 in the VOM and 19 in the TOH.
- WJWW service workers are continuing to work on resolving problem reads/bills and the overall problems are being resolved.
- 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.
  - 140 commercial/institutional property responses have been received (32% response rate).
  - Letters were mailed to 1,200 +/- residential customers (TOM & VOM) that have water use indicative of having an irrigation system.
  - 401 residential property responses have been received which 347 said "yes" (33% response rate to date with 87% of the responses indicating an irrigation system).
  - WJWW is using a phased approach of the need for backflow prevention devices. TOH will go out to approximately 1,300 residential customers within the next month.

e. Improvements to Pump Stations:

- Emergency standby generators at Rye Lake Pump Station:
  - Building permit applications are in process of being filed. Ordering of equipment, site prep and installation work will begin soon.
- Emergency Back Up Mobile Chlorinator:
  - Engineering work by D&B is nearing completion and will be submitted to WCDOH for review and approval.
- Park Lane Booster Pump Station:
  - Engineering is nearing completion, to be followed by discussions/meeting with the Town of North Castle.
  - Park Lane Booster Station Joint Capital Project: revised project total estimated cost is \$700,000
  - WJWW needs to send a letter to North Castle with a request for a decision as whether or not they will participate in this capital project.
  - Plans and specifications as well as permit application package has been submitted to WCDOH for review and approval.
  - A meeting was held on March 22<sup>nd</sup> with WJWW and Town of North Castles water staff to discuss technical details.
  - There are uncertainties relative to BOCES and the number of homes in the Town of North Castle that would connect to our system and possible future development in that area.

- City of White Plains: Potential four (4) emergency interconnections with the City of White Plains have been identified and as a result of a meeting on March 2<sup>nd</sup> and the City interest in establishing one or more of 4 possible emergency interconnections with the existing system and potentially a 5<sup>th</sup> related to the future Shaft 20 project. Site visits are being planned and details will be worked out by both sides.
- WCDOH has provided the first round of comments to Hazen & Sawyer who is revising and resubmitting engineering plans for new gas chlorinators for the Rye Lake Pump Station.
- Purchase Booster Station caustic bulk storage clean out was completed on March 1<sup>st</sup> and 2<sup>nd</sup>. WJWW is reviewing results of inspection.

f. WJWW's Season Hydrant Flushing:

- Scheduled to begin on-or-about March 28<sup>th</sup> in the TOH and the flushing will progress to VOM, TOM, Greenhaven area.
- Work will be performed around the clock, Monday-Friday and is expected to be completed mid-April.

**UV Alternative Status to Rye Lake Source**

a. Maximize Use of Shaft 22 UV Treated Water:

- Minimal use of Rye Lake continues to be down with the non-irrigation season use of Rye Lake water in the range of 25-30% of total water being used.
- Kenilworth Pump Station Upgrade:
  - TOH Building Dept. applications (Land Development and Building) are nearing completion.
  - WCDOH comments are being addressed by H2M so that final approval is received and bidding can begin so that operation is possible during Winter 2016-2017.
  - H2M has submitted a proposal for out-of-scope engineering services needed for the structural modifications to the existing Kenilworth Booster Station. After review, Trustee Rosenblum made a motion to approve the proposal for a not to exceed fee of \$4,900. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
TOM Councilperson Odierna	"aye"
- Bidding for the pre-fab pump station is expected to begin early-to-mid May subject to WCDOH approval.
- New 16" Water Transmission Line (Mamaroneck Ave. to Macy Rd):
  - Surveying done and drilling field work will begin in 1-2 weeks.
  - Preparing plans and profiles that reflect survey work also preparing first cut of traffic maintenance plan.
  - Current schedule for submittal permit/application package to NYSDOH is June 2016.
  - Current target to start construction is late 2016 and end late 2017.

- Weaver Street Pump Station Upgrade:
  - D&B is proceeding with detailed engineering analysis and design.
- b. Protection of Rye Lake Intake/Boom System:
  - Interim system is in place and H&S engineering work related to long-term solution is underway.
- c. Village of Larchmont (VOL) Coordination:
  - WJWW has not yet received a response to WJWW's request for a meeting to discuss future projects and Larchmont's share of the associated costs.
  - Village of Larchmont Water and % Share of WJWW's Total:
    - Will need to look into potential sites upstream in New Rochelle, Eastchester and Yonkers in case NYC decides to stop chlorination of Shaft 22 water.
    - WJWW has again expressed concern to NYCDEP that continued back feeding by WCWD#1 when irrigation begins and may cause problems within the 30 inch transmission line if it becomes air bound and/or low pressure possibly leading to violations in WJWW's system near the City of New Rochelle.
    - Upgrade work requires additional modeling in support of WCDOH's comments on Kenilworth application.
    - D&B submitted a proposal for additional work for additional necessary modeling services for the Kenilworth Pump Station calculations for CT by Weaver Street if NYCDEP does not chlorinate and the possible tank sizes needed at the Weaver Street plant. After review, Trustee Rosenblum made a motion to approve the proposal for \$15,500.
  - Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
TOM Councilperson Odierna	"aye"
- d. Coordination with Town of Greenburgh and Suez/United Water:
  - WJWW and Town met on March 9<sup>th</sup> to discuss the need for coordinating and exchanging information regarding potential site for a Shaft 20 pump station and possibilities relative to joint/shared facilities.
  - WJWW and Suez/United Water met on March 17<sup>th</sup>:
    - Discussed WJWW's Dec. '14 UV alternative plan projects involving Shaft 20 pump station, 7-mile pipeline and associated cost estimates.
    - Whether or not a filter plant can be built in the existing building at Rye Lake.
    - Discussed 4 interim projects to maximize the use of Shaft 22 UV treated water.
    - Discussed the increased water use by Village of Larchmont.
    - Suez/United Water indicated they are developing a concept plan that would address the water needs and issues of a number of municipalities.
- e. NYS DOH Interactions:
  - Contact and discussion with the NYSDOH regarding WJWW have begun.
    - A draft Settlement Agreement/Stipulation has been received from NYSDOH and is currently under review.
    - More discussions/negotiations are expected.

**Executive Session**

At 5:12 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel history of a particular person. Trustee Belmont seconded the motion, all in favor: "aye"

At 5:23 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"

During Executive Session, Trustee Belmont made a motion to permanently appoint Jacqueline Briggs to the title of Junior Civil Engineer. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
TOM Councilperson Odierna	"aye"

**Date of Next Meeting**

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

With no further business to discuss, TOM Councilperson Odierna made a motion to adjourn the meeting. Trustee Rosenblum seconded the motion, all in favor: "aye". The meeting adjourned at 5:23 p.m.