

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, July 12, 2011 at 3:30 p.m.**

The meeting was called to order at 3:41 p.m. with the following members present:

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

Representative from City of Rye

- Scott Pickup, City Manager

**Approval of Minutes**

Trustee Rosenblum made a motion to approve the minutes as presented for the June 28, 2011 Board meeting. Trustee Walsh seconded the motion, all in favor:

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

Trustee Walsh made a motion to approve the minutes as amended for the July 6, 2011 Board meeting. Trustee O’Keeffe 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 the claims to the Board for approval. After reviewing the claims, Trustee Walsh made a motion to approve the 101 claims in the amount of \$566,282. Trustee Rosenblum seconded the motion, all in favor:

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

The Manager discussed the tentative 2011 budget that would be approved subsequent to all three municipalities approving/adopting their individual rate increases. Relative to this, the Manager reported that the Village of Mamaroneck had approved their 3% water rate increase at their June 27, 2011 Village Board meeting; the Town of Harrison had approved their 9.5% water rate increase at their July 7, 2011 Town Board meeting and the Town of Mamaroneck was scheduled to discuss and possibly approve their water rate increase at their July 13, 2011 Town Board meeting. Once all the three member municipalities approve their water rate increase, WJWW’s 2011 budget can be adopted.

The Manager reported that a meeting was held on July 11<sup>th</sup> with representatives from United Water Westchester (UWW) to discuss the pass through cost of the NYC water rate increase. The Manager also reported that the Village of Larchmont has been notified in writing of the pass through of the NYC water rate increase.

The Manager informed the Board that subject to the approval of water rate increases of the three member municipalities, at the next scheduled Board meeting, he would like to review and discuss the possible changes/increases of the service and parts fee schedule.

The Manager also reviewed a summary of overdue customer invoices/payments. The Manager stated that the long-term solution for reducing the magnitude of overdue payments would be to bill customers on a monthly basis.

The Manager reported that WJWW now has the following contact information for our customers: 93% phone numbers, 18% cell phone numbers and 13% email addresses. Trustee Walsh suggested that WJWW inquire about getting PTA phone books from each school district in the three member municipalities to get additional contact information and the Manager agreed to this.

### **Operations Report**

The Manager reported that plans/specifications were submitted to WCDOH for the Springdale Road Pressure/Pump Station six weeks before the June 30<sup>th</sup> target date for County approval. WJWW is awaiting approval from WCDOH. Trustee O'Keeffe asked that the Manager contact WCDOH inquiring as to the status of the plans/specifications for Springdale Road Pressure/Pump Station.

The Manager also informed the Board that WJWW currently has 54% of MXUs installed which allow for more drive-by reads than in the past thus saving on labor efforts. The Manager stated that later this year or early next year, the Board will have to make a decision about replacing the 30% meters that should be replaced due to the fact they are very old.

The Manager reported that on July 7, 2011, six (6) bids were received from construction contractors for construction services for the USEPA Water Main Improvements project. The Manager also reported that the bids are being reviewed. Once bids are reviewed, the Manager will present the lowest responsible bidder to the Board of Trustees for approval.

The Manager stated that the work at the Purchase Booster Station is almost completed.

The Manager reported that preliminary set-up work has begun on the York Road water main improvements and that a meeting was being scheduled with WJWW, GHD (engineering construction services consultant) and ELQ (construction contractor) to discuss proceeding with construction of York Road water main improvements with a target completion before the end of 2011.

### **County UV Alternative**

The Manager reported that WJWW is awaiting response from NYSDOH on the revised Basis of Design reported that WJWW submitted to NYSDOH on May 31, 2011.

### **Union**

The Manager reported that the Union has not held their meeting yet.

### **Miscellaneous-Manager Update**

The Manager gave an update on the Capital Improvement Project for water main improvement for Flagler Drive in the Village of Mamaroneck:

- The estimated cost of the water main improvements is \$840,000.
- Engineering work is currently scheduled to begin in early 2012.
- RFP for engineering services will need to be sent out.
- Approximate cost for engineering services is \$80,000.

Trustee Rosenblum requested that the Manager contact Richard Slingerland and Augie Fusco, from the Village of Mamaroneck, to start the communication for funding the engineering services work. The Manager will keep the Board updated on the progress.

The Manager also reported on the letter received from Ms. Wexler - this issue involves a high billing complaint and he and staff are researching the complaint.

### **City of Rye**

Mr. Pickup inquired about the backup information for the water rate increase for the City of Rye. The Manager agreed to provide Mr. Pickup with whatever backup information is available.

Mr. Pickup also inquired about the possibility of United Water Westchester (UWW) taking over the water mains. The Manager reiterated his position that it may be best for WJWW not to be the water provider for the Greenhaven residents.

The next Board of Trustees meeting is scheduled for Tuesday, August 9, 2011 at 3:30 p.m.

### **Executive Session**

At 4:27 p.m. Trustee Walsh made a motion to go into Executive Session to discuss personnel history of a particular person. Trustee Rosenblum seconded the motion, all in favor: "aye"

At 4:31 p.m., Trustee Walsh made a motion to leave Executive Session and return to the regular Board Meeting. Trustee Rosenblum seconded the motion, all in favor: "aye".

With no further business to discuss, at 4:31 p.m. Trustee Walsh made a motion to adjourn the meeting. Trustee O'Keefe seconded the motion, all in favor "aye". The meeting adjourned.