

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, June 28, 2011 at 3:30 p.m.

The meeting was called to order at 3:30 p.m. with the following members present:

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

Absent

- Trustee Norman Rosenblum

Approval of Minutes

Trustee O’Keeffe made a motion to approve the minutes as presented for the June 14, 2011 Board meeting. Trustee Walsh seconded the motion, all in favor:

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

Financial Reports and Approval

The Manager reviewed the current bank balances with the Board. The Manager stated that WJWW has been a customer of Hudson Valley Bank for the past three years. The Manager recommended getting proposals/quotes from other banks every three to four years. Trustee Walsh was contacted by a representative from Wells Fargo. Trustee Walsh will have the representative from Wells Fargo contact the Manager.

The Manager presented the claims to the Board for approval. After reviewing the claims, Trustee O’Keeffe made a motion to approve the 117 claims in the amount of \$309,566. Trustee Walsh seconded the motion, all in favor:

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

The Manager discussed the 2011 budget and the suggested July water rate increases for each of the three member municipalities. The Manager reported that the Village of Mamaroneck had approved their water rate increase at the June 27, 2011 Village Board meeting. The Town of Harrison would decide on their water rate increase at their July 7, 2011 Town Board meeting and the Town of Mamaroneck would decide on their water rate increase at their July 13, 2011 Town Board meeting. Trustee O’Keeffe requested that the Manager contact Steve Altieri, Town Manager/Town of Mamaroneck to discuss attending the work session and Town Board meeting immediately following the work session.

The Manager reviewed a summary of overdue payments. The Manager reported that overdue accounts with large water users/balances will now be read on a monthly basis.

Operations Report

The Manager reported that plans/specifications were submitted to WCDOH for the Springdale Road Pressure/Pump Station. WJWW is awaiting approval from WCDOH. The Manager also reported that the plant operator is manually recording the pressure at the hydrant on Springdale Road during the early morning hours around 6:00 a.m., in addition to the automatic pressure reads being taken every 5 minutes. The Manager stated that the plant operator is also checking the elevation of the Winged Foot Tank every morning.

The Manager also informed the Board that WJWW currently has 51% of MXUs installed which allow for drive-by reads. The Manager stated that staff is currently reading the Town of Mamaroneck and should be finished with these reads by next week. WJWW staff will then begin reading the Village of Mamaroneck, Town of Harrison and Town of Mamaroneck and bills will be sent out with the new water rates. The Manager stated that each member municipality will only be read after the municipality has approved their new water rate.

The Manager reported that on June 22nd, WJWW received 6 proposals for engineering construction services for the 2010 USEPA Water Main Improvements. After reviewing the proposals evaluation information, Trustee Walsh made a motion to award the engineering construction services for the USEPA Water Main Improvement at Taylor Lane in the Village of Mamaroneck to Hazen and Sawyer. Trustee O'Keeffe seconded the motion, all in favor:

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

Trustee Walsh made a motion to award the engineering construction services for the USEPA Water Main Improvements at both Lundy Lane in the Town of Mamaroneck and at Davenport Road in the Town of Harrison to Dvirka and Bartilucci Consulting Engineers. Trustee O'Keeffe seconded the motion, all in favor:

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

The Manager informed the Board that additional engineering construction services work was needed for improvements to the Purchase Booster Station. The Manager explained that these improvements were to cover additional work related to the installation of the replacement pumps at the Purchase Booster Station. After reviewing the information from Hazen & Sawyer to perform this additional engineering work, Trustee Walsh made a motion to approve the cost of the additional engineering services in the amount of \$19,046.40. Trustee O'Keeffe seconded the motion, all in favor:

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

The Manager reviewed various public outreach efforts to WJWW customers informing them of the new water rate increases. There was a press release, notes were included on water bills sent out in May and June and an automated telephone message was made to all WJWW customers notifying them of pending water rate increases.

The Manager reported of the need for an emergency generator at the Winged Foot tank. At the present time, if power is lost, the 911 emergency response system cannot communicate with the Police and Fire Departments. A portable generator must be brought to the site and used until power is restored. This also puts plant operations at risk during peak summer demand. Thus, the Manager requested that the Board approve the purchase of an emergency generator for the Winged Foot tank. Trustee Walsh made a motion to authorize the Manager to purchase an emergency generator off the New York State bid for the amount of \$24,917. Trustee O’Keeffe seconded the motion, all in favor:

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

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 did not hold their meeting on May 26, 2011.

Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, July 12, 2011 at 3:30 p.m.

Executive Session

At 4:20 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 4:37 p.m., Trustee O’Keeffe made a motion to leave Executive Session and return to the regular Board Meeting. Trustee Walsh seconded the motion, all in favor: “aye”.

With no further business to discuss, at 4:37 p.m. Trustee Walsh made a motion to adjourn the meeting. Trustee O’Keeffe seconded the motion, all in favor “aye”. The meeting adjourned.