

**Westchester Joint Water Works
Board of Trustees Meeting
Tuesday, March 1, 2011 at 4:00 p.m.**

The Board of Trustees meeting was called to order at 4:07 p.m. with the following members present:

- Trustees Valerie O’Keeffe, Joan Walsh
- Louis Santoro, Deputy Mayor-Village of Mamaroneck, standing in for Trustee Norman Rosenblum
- Anthony Conetta, Manager
- Paul Noto, Counsel

Absent:

- Trustee Norman Rosenblum

Approval of Minutes

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

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

Financial Reports and Approval

The Manager informed the Board that the table for reporting bank balances will list the current interest rates on each bank account.

Trustee O’Keeffe inquired about the insurance amount being so low on the 01/11/11 summary and then increasing on the subsequent summaries. The Manager will research and report back to the Board.

The Manager presented the 142 claims in the amount of \$687,009 to the Board for approval. After reviewing the claims, Trustee O’Keeffe made a motion to approve the claims as presented. Trustee Walsh seconded the motion, all in favor:

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

Budget Status

The Manager said that the end of the year budget figures are unaudited and WJWW is awaiting the final figures from Bennett Kielson. The Manager stated that the disbursements to the three member municipalities will be approximately 3.7% - 3.9%. Trustee Walsh inquired as to when the disbursements will be made to the municipalities.

At 4:19 p.m., Louis Santoro, Deputy Mayor for the Village of Mamaroneck joined the meeting.

The Manager stated that he is waiting to get the final figures from the auditors before he makes a decision on how the disbursements should be made. The Manager informed the Board that he and David are planning a meeting for next week with the financial personnel from the 3 member municipalities.

The Manager also stated that he and David have been preparing the 2011 Budget.

Budget Status (cont'd)

The Manager explained to the Board that WJWW needs to close the gap between when WJWW bills the customer and how long it takes to receive their payment. WJWW pays New York City within 30 days of receiving their invoice, however, WJWW needs to wait over three months (sometimes longer) to receive payment from its customers. The Manager stated that WJWW may want to consider billing customers on a monthly basis so that we receive payment sooner, which will increase WJWW's cash flow.

The Manager and David Birdsall are working on listing the new WJWW water rate increase on the water bills and then list what the NYC (pass-through) water rate increase is so that customers better understand how water rates are established.

Trustee Walsh inquired as to how much revenue was made on the basic surcharge fee that was raised last year. The Manager will find out and report back to the Board.

Operations Report

Springdale Road-work has begun on this project, utilities have been marked out. D&B needs to increase the scope of work for an additional fee of \$5,000. This scope of work will benefit additional homes in the area. The Manager explained that this improvement at Springdale Road will be defined as an out-of-district capital project and it will be billed to those out-of-district residents – it will be included in their water bill. After discussion, Trustee Walsh made a motion to approve the additional work at Springdale Road to be done by D&B in the amount of \$5,000. Trustee O'Keeffe seconded the motion, all in favor:

Trustee Walsh	"aye"
Trustee O'Keeffe	"aye"
Deputy Mayor Santoro	"aye"

The Manager said that WJWW is still increasing MXU installations to allow for remote reads.

The Manager informed the Board that SCADA improvements are approximately 50% complete.

The Manager reviewed the memo from Woodard & Curran regarding the standby generator that is located at the Rye Lake plant. The Manager explained there is a propane generator at the site – that is an old generator which is not worth fixing and should be scrapped. The mobile generator at the site should stay where it is. The Manager recommends that WJWW purchase another mobile generator (approximate cost: \$200,000 to \$300,000) which can be used at either the Rye Lake plant or the Purchase Booster Station.

The Manager and Board discussed briefly the following attachments: Long Island Water Conference Press Release on Fire Hydrant Snow Clearing, Long Island Water Conference Press Release on Fluoride and AWWA Public Affairs Advisory on Water Safety.

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

Operations Report (cont'd)

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

The back-up chlorinator at the Larchmont Plant has been installed.

The Manager reported that he has not received a response from Con Edison regarding the 24" water main break on North Street in Harrison. The Manager said that he will work with Paul Noto to send out another letter next week.

Greenhaven City of Rye Update

The Manager reported that there is a meeting scheduled with Valerie O'Keeffe-Town of Mamaroneck, Anthony Conetta-WJWW and the Mayor of the City of Rye to discuss the water rate increase.

County UV Alternative Report

The Manager reported that the Revised/Expanded February 2011 Basis of Design Report was sent to NYSDOH.

Union

The Manager reported that a meeting is scheduled for Thursday, March 3rd at 4:00 p.m. to discuss union negotiations.

Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, March 8, 2011 at 3:30 p.m.

With no further business to discuss, at 5:03 p.m. Trustee Walsh made a motion to adjourn the meeting. Trustee O'Keeffe seconded the motion, all in favor "aye". The meeting adjourned.