

## **WESTCHESTER JOINT WATER WORKS**

### **Board of Trustees Meeting**

**Tuesday, May 10, 2016 at 4:00 p.m.**

The meeting was called to order at 4:05 p.m. with the following members present:

#### **Present:**

- Trustees Ron Belmont, Norman Rosenblum and Nancy Seligson
- Paul Noto, Esq., Counsel
- Anthony Conetta, Manager
- David Birdsall, Business Manager

#### **Approval of Minutes**

Trustee Seligson made a motion to accept the minutes for the April 26, 2016 Board meeting. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“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 138 claims & 131 checks in the amount of \$961,798. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

The Manager discussed the status of the operating budget, capital projects and general administration with the Board.

The Manager presented the following items to the Board members for approval/discussion:

- Approval of an amendment to the Woodside Zone (Old Lake St) PRV Improvement Project (A-1306) increasing the project from \$325,000 to \$350,000 for additional scope of work. Trustee Seligson made a motion to amend the project total amount to \$350,000. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
- Emergency/Priority Services Bid – submissions are being reviewed.
- Kenilworth Booster Station Upgrade bid opening related to prefabricated building is scheduled for Thursday, May 26, 2016. The Board members unanimously agreed to hold a Special Board Meeting on Thursday, June 9, 2016 at 4:00 p.m. to evaluate bids and potentially award contract.

The Manager also reviewed the status of customer accounts.

### **Operations Status Reports**

The Manager reported on the following WJWW operational items:

- a. The year-to-date water production through the end of April 2016 was 1.28 billion gallons compared to 1.35 billion gallons through the end of April 2015 indicating a year-to-date decrease in water use of 0.07 billion gallons or 5.2% less than 2015.
- b. Water Main Repairs and Facilities Improvements:
  - VOM & Greenhaven
    - Work on Pirates Cove and Greacen Point asbestos water main replacement is awaiting resolution of easement issues. Paul Noto advised the Board that he is awaiting a response from the owner's attorney regarding this easement.
    - Continued work on Orchard Street asbestos water main break replacement including the installation of a 6" valve cluster for the new 6" water main.
    - Replaced service line connection at 323 West St.
  - TOM
    - Completed the installation of the new 6" tee and two 6" control valves at the intersection of Howell Ave. and Meadow Pl. and completed the lead service connection replacements at the following locations:
      - ◆ 36 Howell Ave
      - ◆ 44 Howell Ave.
      - ◆ 65 Howell Ave.
      - ◆ 66 Howell Ave.
      - ◆ 12 Hawthorn Rd.
      - ◆ 4 Carleon Ave.
      - ◆ 32 Carleon Ave.
      - ◆ 49 Carleon Ave.
      - ◆ 56 Carleon Ave.
      - ◆ 69 Carleon Ave.
      - ◆ 100 Carleon Ave.
      - ◆ 116 Carleon Ave.
  - TOH
    - Repaired leak at intersection of Crotona Ave. and Condit St.
    - Repaired 6" water main break on Wendover Rd.

c. Storage Tank Rehabilitation/Repairs:

- Woodside Tank:
  - The contractor is ready to apply the final coat of paint to the exterior of the tank. The mixing system will also be installed.

d. Meter Reading and Billing Status:

- Meter reading for VOM (4,000 +/-) has begun.
- Billing for VOM (4,000 +/-) is expected to be completed mid-May.
- Meter replacement plan Phase I in the Town of Mamaroneck has begun. Since February 23<sup>rd</sup>, 66 meters have been replaced in TOM, 58 in the VOM and 50 in the TOH.
- WJWW service workers are continuing to make progress on resolving problem reads/bills.
- Letters have been sent out to TOM customers informing them about the meter replacement program.
- 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.
  - 168 commercial/institutional property responses have been received (38% response rate).
  - Letters were mailed to 1,200 +/- residential customers (TOM & VOM) that have water use indicative of having an irrigation system.
  - 727 residential property responses have been received (61% response rate) of which 641 (88%) indicated having an irrigation system.
  - WJWW is using a phased approach to backflow prevention follow-up. Letters will go out to approximately 1,300 TOH residential customers within 1-2 months.

e. Improvements to Pump Stations:

- Emergency standby generators at Rye Lake Pump Station:
  - Building permit applications are in the process of being filed. Ordering of equipment, site prep and installation pending.
  - WCDOH returned comments and Hazen and Sawyer revised and resubmitted engineering plans for the pump station.
  - WCDOH approval has been received for the new gas chlorinators.
- Emergency Back Up Mobile Chlorinator:
  - Engineering work by D&B is nearing completion and will be submitted to WCDOH shortly for approval.

f. New York City Water Rate Increase:

- WJWW attended NYC Water Board rate hearing.
- Water Coalition, of which WJWW is a member, voiced objections to level of excess per capita charges

**UV Alternative Status to Rye Lake Source**

a. Maximize Use of Shaft 22 UV Treated Water:

- Returning to the normal seasonal use of Rye Lake as irrigation demand is increasing.
- Kenilworth Pump Station Upgrade:
  - Plans and specs. are completed.
  - WCDOH approval has been received.
  - Bid Notice has been published in The Journal News.
  - Piping prep work and structural modifications are almost completed.
- New 16" Water Transmission Line (Mamaroneck Ave. to Macy Rd):
  - Currently finalizing package of plans and additional information for submittal permit/application package to NYSDOH in early-to-mid-June 2016.
  - Current target to start construction is Nov. 2016 and completion is expected in late 2017.
- New Macy Rd-Osborne Rd. Pump Station:
  - The construction of a new booster station at the intersection of Macy Rd and Osborne Rd. in the TOH that will allow for the transfer of additional water from Shaft 22 to the Kenilworth tank.
  - HDR submitted a proposal for engineering and modeling services. Trustee Seligson made a motion to approve the proposal for an estimated fee of \$119,600. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

b. Town of Greenburgh Coordination:

- WJWW and HDR reviewed the concept of a shared single building with two (2) independent units not a shared facility. A meeting is scheduled with the Town of Greenburgh for Wednesday, May 18<sup>th</sup>.

c. Suez/United Water:

- WJWW requested a meeting with Suez/United Water to discuss details involving Shaft 20 pump station, 7 mile pipeline and associated cost estimates.
- A meeting is scheduled for Tuesday, May 17<sup>th</sup>.

d. NYSDOH Interactions:

- WJWW anticipates a meeting within the next few weeks with NYSDOH to discuss the draft Settlement Agreement/Stipulation.
  - More discussions/negotiations are expected.

e. Village of Larchmont

- WJWW has requested a meeting to discuss needed projects.
- WJWW is awaiting response.
- WJWW will send a letter requesting a meeting.

**Executive Session**

At 4:55 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss contract negotiations. Trustee Belmont seconded the motion, all in favor: “aye”

At 5:10 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular meeting. Trustee Seligson seconded the motion, all in favor: “aye”

**Date of Next Meeting**

The next Board meeting is scheduled for Tuesday, May 24, 2016 at 4:00 p.m.

A Special Board meeting is also scheduled for Thursday, June 9, 2016 at 4:00 to review and potentially approve/award the bid for the Kenilworth Booster Station Upgrade.

With no further business to discuss, Trustee Rosenblum made a motion to adjourn the meeting. Trustee Seligson seconded the motion, all in favor: “aye”. The meeting adjourned at 5:10 p.m.