

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Thursday, November 17, 2011 at 11:30 a.m.

The meeting was called to order at 11:35 a.m. with the following members present:

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

Approval of Minutes

Trustee O’Keeffe made a motion to approve the minutes as presented for the October 25, 2011 Board meeting. Trustee Rosenblum 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 110 claims to the Board for approval. After reviewing the claims, Trustee O’Keeffe made a motion to approve the 110 claims in the amount of \$1,365,865. Trustee Walsh seconded the motion, all in favor:

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

The Manager reported that Town of Harrison’s fourth disbursement payment will be made that day. The Manager also reported that all disbursements payments have been made to the member municipalities for the 2010 earnings.

The Manager gave a status update of the 2011 budget.

The Manager reported that phone calls are being made and letters are being sent out to customers with a past due balances.

The Manager presented the Resolution to approve the Board of Trustees participating in the New York Retirement System. Trustee O’Keeffe made a motion to approve the Resolution to allow WJWW Board of Trustees to participate in the New York Retirement System. Trustee Rosenblum seconded the motion, all in favor:

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

Operations Reports

The Manager presented the following regarding WJWW operations:

- The water production summary table was discussed with the Board.
- Springdale Road – D&B modified the plans and specifications to include a second booster pump as requested by WCDOH. The revised plans and specifications have been submitted to WCDOH for approval. Trustee O’Keeffe requested that the Manager follow up with WCDOH to make certain that the submittal from D&B addresses the comments from WCDOH.
- WJWW system-wide drive-by remote meter reading capability is up to 60% for overall service area.
- 2011 Permanent Paving Contract was awarded to PCI Corp – work is moving forward.
- USEPA Grant Project Water Main Improvements (Lundy Lane-514 ft., Taylor Lane-1,288 ft. and Davenport Road-218 ft.) Meeting was held on November 4, 2011 amongst representatives from WJWW, Petrillo Contracting, T/Mamaroneck, V/Mamaroneck, T/Harrison to discuss work schedule. Work should begin next week.
- York Road water main capital improvement project status: installation of main is completed - water testing is being done – house connections are also being made.
- Replacement pumps are now in full use at Purchase Booster Station – work is complete.
- Tank Integrity Reports for Purchase #1 and #2, Park Lane #2 and Kenilworth tanks – reports were submitted to WCDOH on November 14, 2011, before the March 1, 2012 deadline. The Manager reviewed the table that was prepared by H2M with the estimated rehabilitation costs for all 7 water storage tanks with the Board members.
- The Manager and David Birdsall will work on preparing a capital improvement plan for maintenance and rehabilitation of the water storage tanks. Trustee Rosenblum asked the Manager to prepare the draft schedule/timetable for these capital improvements. The Manager reported that some engineering work would begin in 2012 and that the WJWW 2012 Capital improvement plan would have a 3-5 year scheduled for the various tank work. The engineer will need to prepare bids and specifications for these repairs/maintenance. The Manager estimates timeframe to perform the repairs/maintenance to be approximately 9 to 12 months. The first items to be addressed will be the tanks that are in poor condition and/or OSHA non-compliant.
- SCADA Improvements Project – Phase I Project – project is continuing to move forward. A new concept is being explored that during the winter months the 3 tanks (Rye Lake and Purchase #1 and #2) are kept at lower levels so that pressure does not build up – pressure build up can cause water main breaks within WJWW’s distribution system. The Manager would like to be able to track the 4 pressure zones with SCADA.

- Southern Westchester BOCES interconnection with WJWW – Plans are currently being revised by Dolph Rotfeld and need to be approved by WCDOH and NYCDEP. WJWW needs to inspect the work that is being done.
- Town of North Castle Water District #6 service connection to homes along Old Orchard Street Update. Awaiting for Dolph Rotfeld Engineering to provide WJWW with documentation on the project.
- WCDOH Permit to Operate Public Water Supply needs to be renewed by November 30, 2011. WJWW's current permit lists Valerie O'Keeffe as the Chairperson. After Board discussion, it was agreed to put Norman Rosenblum on the 2012 Permit to Operate Public Water Supply.
- Integrity inspection at Rye Lake raw water intake and screens – this work needs to be completed by March 1, 2012 as per the WCDOH annual sanitary survey. Hazen & Sawyer is obtaining bids for divers to perform the inspections which should begin in approximately 2 weeks.
- NYCDEP letter advising WJWW that Shaft 18 will be UV treated as of October 2012. This will affect the water WJWW receives from Shaft 22 at the Larchmont Plant – there will be less chlorine in the water. WJWW will contact WCDOH for information on how to report WJWW's compliance with LT2 Rule.
- Replacement boiler at the Rye Lake Plant – work is almost complete.
- Emergency Back-Up Generator needed at the Winged Foot Tank – there is a need for a back-up generator for WJWW equipment/SCADA and Westchester County Office of Emergency Services communication system – this is critical. WJWW received the quote off of New York State Contract. Trustee Rosenblum made a motion to authorize the purchase of a back-up generator at the Winged Foot Tank in the amount of \$26,097. Trustee O'Keeffe seconded the motion all in favor:
Trustee O'Keeffe “aye”
Trustee Rosenblum “aye”
Trustee Walsh “aye”

Village of Larchmont

The Manager and Business Director met with representatives from Larchmont to discuss a future agreement and water rates. The Manager explained that WJWW will quantify costs of selling water to Larchmont. The Manager is also researching whether Village of Larchmont pays taxes to the City of New Rochelle for the Larchmont Plant building.

Greenhaven Service Area

Manager reported that he has not yet received details from City of Rye concerning taxes charged and associated notices to WJWW.

The Manager reported that United Water Westchester indicated an interest to taking over the City of Rye and City of New Rochelle water customers that are currently served by WJWW. The Manager has requested that UWW forward a letter to WJWW with their request.

County UV Alternative

The Manager reported that he has not heard from the County on which alternative they will proceed with. The Manager discussed the proposal from Hazen & Sawyer to update construction costs for a filter plant for the Rye Lake water source. After discussion, Trustee Rosenblum made a motion to authorize the Manager to enter into an agreement with Hazen & Sawyer to Update Cost Estimates for the amount of \$18,200. Trustee O'Keeffe seconded the motion, all in favor:

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

Union Update

The Manager stated that there was nothing new to report.

Executive Session

At 12:43 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss the employee history of a particular person. Trustee O'Keeffe seconded the motion, all in favor: "aye".

At 12:59 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular meeting. Trustee Walsh seconded the motion, all in favor: "aye".

Next Board Meeting

The next Board of Trustees meeting is scheduled for Tuesday, December 13, 2011 at 3:30 p.m.

With no further business to discuss, Trustee Walsh made a motion to adjourn the meeting. Trustee Rosenblum seconded the motion, all in favor "aye". The meeting adjourned at 1:00 p.m.