

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, September 27, 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
- David Birdsall, Business Director
- Paul Noto, Esq.

Also Present:

- Jim Houlihan, Houlihan Parnes, 4 West Red Oak Lane
- Andy Greenspan, Houlihan Parness, 4 West Red Oak Lane

Approval of Minutes

Trustee Walsh made a motion to approve the minutes as presented for the September 13, 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 the 75 claims to the Board for approval. After reviewing the claims, Trustee Rosenblum made a motion to approve the 75 claims in the amount of \$859,403. Trustee Walsh seconded the motion, all in favor:

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

The Manager reviewed the current status of the disbursement table for the 2010 earnings. The fifth and last disbursement payments were made to the Village of Mamaroneck and Town of Mamaroneck. There are two more disbursements to be made to the Town of Harrison (one by November 30 and the second and last payment by December 31, 2011).

The Manager gave a status update of the 2011 budget.

The Manager also reviewed a summary of overdue customer invoices/payments.

The Manager handed out the Town of Harrison – Notice of Impending Tax Levy to the Board for review.

Operations Reports

The Manager presented the following regarding WJWW operations:

- The water production summary table was discussed with the Board.
- Springdale Road – D&B are modifying plans and specifications for the booster pumps. All the prep work is being done by WJWW staff.
- WJWW system-wide remote meter reading capability is up to 60% for overall service area.
- USEPA Grant Project – formal notice of award was sent to Petrillo Contracting – contract documents have been sent to Petrillo. Anticipating work to begin in 2 to 4 weeks.
- Work is moving forward on the construction of the York Road water main improvement project.
- A press release was published in the Sound & Town Report and The Harrison Report notifying WJWW customers of the four upcoming WJWW water main improvement projects.
- Replacement pumps are now in full use at Purchase Booster Station. “As Built” drawings are being finalized and will be submitted to WCDOH.
- Tank Integrity Reports for Purchase #1 and #2, Park Lane #2 and Kenilworth tanks are currently being reviewed. When the reports are finalized, they will be submitted to WCDOH.
- SCADA improvements Project – Phase I Project – formal notice of award was sent to J&J Sass Electric, Inc.
- Manager and Paul Noto to arrange a meeting with the Town of North Castle representatives to establish billing procedures and moving forward with supplying additional customers on Old Orchard Street with water.
- A meeting was held with the Upstate Water Coalition on September 12th, the previous meeting was to discuss the need for the Delaware Aqueduct to be shut down for repair – the repairs will last approximately 6 to 18 months. The coalition will need to formulate a strategy so that water restrictions can be monitored – smart meters can be used, low flush toilets can be installed and the 3 member municipalities will need to put restrictions on water use for irrigations systems. There is a greater need for irrigation companies that install/maintain irrigation systems to be licensed by NYSDEP.

- Capital Improvement Project – NYSDOH law requires all water lines to be at least 6". WJWW has some water lines that are 2 1/2". WJWW staff is tabulating existing locations with less than 6" water lines – WJWW will need to upgrade the water lines to 6".
- The New York State Watershed Conference was held at West Point, September 15th and 16th. Topics discussed at the meeting were:
 1. Delaware shut down – the impact to water customers and the costs of the shutdown.
 2. Turbidity events from the Catskill Aqueduct due to the recent storms.
 3. Dams – utilizing and maintaining dams for water storage.
- WJWW has received a request from Fairway Green Homeowners Association to install a private well on their property – WJWW does not object to creating a private well for irrigation systems, however, their request must be submitted to WCDOH for approval and a backflow prevention device must be installed and it must also be tested/inspected annually to make certain that there are no cross connections.
- Water Consumption at 4 West Red Oak Lane – the correspondence received from GHP and WJWW were briefly reviewed and further discussion was deferred until the arrival of GHP representatives.

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 Board asked that a draft follow-up letter from WJWW be prepared requesting the information again.

The Manager also reported that a meeting is scheduled on October 18, 2011 with UWW to discuss issues related to WJWW water service to the Greenhaven area of Rye.

Union Update

The Manager reported that Union elections were held on September 21, 2011. The results are as follows: Frank Arcara, President; Joseph Webb, Vice President; Matthew Girillo, Treasurer; Kristen Herzner, Secretary; Steve Bisceglia, Shop Steward-Distribution; Maria Schloat, Shop Steward-Office and Kevin Magee-Shop Steward-Plant.

County UV Alternative

The Manager sent a letter to Paul Rush, Deputy Commissioner of NYCDEP regarding NYSDOH's comments requesting WJWW's water to be filtered.

Water Consumption at 4 West Red Oak Lane

At 4:17 p.m., Mr. Jim Houlihan and Andy Greenspan from Houlihan Parnes (owners of 4 West Red Oak Lane) joined the meeting to discuss water consumption/charges for a three month period during the hot/dry summer irrigation system of 2010.

Mr. Houlihan handed out correspondence to the Board for the history of 4 West Red Oak Lane.

Mr. Houlihan presented the following:

- Houlihan Parnes took ownership of the property in 2000.
- 2010 water bills received were very high – usage was extremely high.
- Received shut-off notice - paid bill under protest.
- Meter was removed and tested and then put back in.
- Requested a refund for being overcharged.
- There were no water leaks and or repairs made during this time.
- Engineers are being interviewed for designing/overseeing the installation of the backflow prevention device at 4 West Red Oak.

The Manager reported the following:

- The meter was removed and tested twice.
- Normal procedure for testing a meter is to remove the meter, have it tested and if the meter is running accurately that the meter is put back in.
- The meter was taken out a second time and tested again. David Birdsall stated that the meter was tested the first time by the City of White Plains Water Department and the second time by a private company. The meter registered 8%-10% lower than actual use which would indicate that meter was not registering all the water that went through the meter. This is an advantage to the owner.

David Birdsall reported that 2010 water usage was up 1.5% to 3% more than 2009.

The Manager also reported that WJWW is making a system-wide effort to collect money owed on water accounts, enforce WCDOH regulations that backflow prevention devices are installed to prevent cross connection to WJWW's distribution system and that these devices are tested annually and working properly.

The Manager also asked Mr. Houlihan if the irrigation system(s) or other lines such as the one to the outdoor water fountain for 1 West Red Oak and 4 West Red Oak might be interconnected or are they individual systems. Mr. Houlihan will research and get back to the Board and Manager.

The Board agreed to review the information that was submitted by Mr. Houlihan and will get back to him with their decision.

Next Board Meeting

The next Board of Trustees meeting is scheduled for Tuesday, October 11, 2011 at 3:30 p.m.

With no further business to discuss, Trustee Rosenblum made a motion to adjourn the meeting. Trustee Walsh seconded the motion, all in favor "aye". The meeting adjourned at 5:08 p.m.