

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, August 30, 2016 at 4:00 p.m.**

The meeting was called to order at 4:00 p.m. with the following members present:

Present:

- Trustees Ron Belmont and Norman Rosenblum
- Ernie Odierna, Town of Mamaroneck Councilman
- Anthony Conetta, Manager
- David Birdsall, Business Director

Absent:

- Nancy Seligson, Trustee
- Paul Noto, Esq., Counsel

**Approval of Minutes**

Trustee Rosenblum made a motion to accept the minutes for the August 9, 2016 Board meeting. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
TOM Councilman Odierna	“aye”

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 162 claims & 150 checks in the amount of \$2,635,667. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
TOM Councilman Odierna	“aye”

The Manager discussed the status of the operating budget, capital projects and general administration with the Board. He also reviewed the overall status of customer accounts relative to a number of items such as email addresses, meter replacements, meter reading capabilities, overdue bills, payments, number of backflows, etc.

**Operations Status Reports**

The Manager reported on the following WJWW operational items:

- a. The year-to-date water production through the end of July 2016 was 2.84 billion gallons compared to 2.90 billion gallons through the end of July 2015 indicating a year-to-date decrease in water use of 0.06 billion gallons or 2.1% less than 2015. (Reflects revision subsequent to the meeting of estimated volume for July 2016 year-to-date).

Water production for the month of July, 2016 was up significantly, +6% or 33 million gallons, from July 2015 due to hot dry conditions. This reflects a revision subsequent to the prior estimated volume for July 2016. The Board was reminded that New York State Department of Environmental Conservation has issued a drought watch for New York. To help deal with this, WJWW has asked customers with irrigation systems, on a voluntary basis, to water their lawns on an odd-even day cycle. The Board members have requested that the notice be resent to them. The Manager or Business Director will follow up.

b. Water Main Repairs and Facilities Improvements:

- VOM & Greenhaven
  - Repaired service connection at 47 West St.
  - Continued asbestos water main replacement on Douglas Circle / Neil Pl.
- TOM
  - New 1 ½" tap at 4 Tamarac Circle.
  - Dug up curb box at 1180 White Plains Rd.
  - Dug up curb box at 4 McKenna Pl.
  - Replaced fire hydrant 2135 on Homer Dr.
  - Replaced service connection at 93 Myrtle Blvd.
  - Repaired curb valve at 22 Bonnie Briar La.
  - Repaired curb valve at 81 Colonial Ave.
  - Repaired curb valve at 71 West Brookside Dr.
  - Repaired curb valve at 42 Elkan Rd.
  - Repaired curb valve at 1188 Old White Plains Rd.
- TOH
  - New 1 ½" taps at 42 and 44 Lakeview Ave.
  - Repaired service connection at 47 West St.

c. Storage Tank Rehabilitation/Repairs:

- Woodside Tank:
  - Tank is back in service.
  - Resolving close-out/billing issues.

d. Meter Reading and Billing Status:

- Meter reading and billing for VOM (4,000 +/-) will be completed by end of August.
- Meter replacement Plan Phase I in the Town of Mamaroneck is in progress. Approximately 66 (2%) out of the approximate 3,174 TOM accounts are left to be replaced at this time.
- Meters replaced since late Feb '16 to allow for drive-by meter reads
  - VOM 112
  - TOM 631\*
  - TOH 125
  - TOTAL 868

\*targeted to be at 95% +/- by late-Sept. /early-Oct. 2016
- Meter replacement appointments are continuing to be scheduled for TOM customers; a \$100 fee will be charged after Sept. for walk-ons (est. 5% +/-).
- Meter replacement appointments are being scheduled for TOH-Purchase customers beginning in September.
- Continuing to work on resolving problems with: zero, low and estimated reads.
- WJWW service workers are continuing to make progress on resolving problem reads/bills.
- WJWW's Backflow Prevention Program:
  - Discussed backflow prevention device application fees for new construction and commercial properties.
  - Backflow prevention device application fee is being waived effective August 15, 2016 to June 30, 2017 for existing residential properties (new construction and major renovations are not Exempted).
  - Fees will still apply for backflow prevention devices over 2 inches and for commercial/ industrial/institutional properties and apartment buildings.
  - Retroactive waiver of some backflow prevention device fees to be discussed.
  - Current estimated properties to be brought in compliance is roughly 5,500 +/- of which an estimated:
    - \* 80% are residential irrigation and
    - \* 20% are commercial/institutional.
  - Of 436 letters and questionnaires sent to commercial/institutional properties regarding backflow prevention status, 170 responses have been received (39% response rate).
  - Of 1,200 +/- letters sent to residential customers regarding irrigation systems, 739 responses have been received (62% response rate). Of those responding, 652 (88%) indicate that they have an irrigation system.
  - WJWW is taking an aggressive phased approach to backflow prevention devices. Letters will go out to approx. 1,300 TOH residential customers within 1-2 months.

e. Improvements to Pump Stations

- Rye Lake Pump Station:
  - Emergency standby generators – Equipment order has been placed for three 500 KW instead of the 400 KW units. Site work bid will be issued shortly.
  - WCDOH approval has been received for the new gas chlorinators. Procurement in progress.
- Emergency Back Up Mobile Chlorinator:
  - A submittal has been made to WCDOH and comments are being directed to D&B.
- Town of North Castle request for water – meeting has been held with representatives from T/North Castle and additional meetings are being scheduled.

### **UV Alternative Status to Rye Lake Source**

a. Maximize Use of Shaft 22 UV Treated Water:

- Updated Conceptual Plan being prepared by HDR, expected late-August to allow for the refinement of target completion dates.
- Kenilworth Pump Station Upgrade:
  - Pre-fabricated pump station is being assembled.
  - Site prep, delivery and connections/site restoration, system modifications status update.
  - Target start up early 2017.
  - Discussions are being held with Morgan Stanley regarding the tentative dates for the delivery/assembly activities.
  - The total cost of the upgrade of the Kenilworth Booster Station was discussed.
- New 16" Water Transmission Line
  - Water grant application status update.
- New Macy Rd-Osborne Rd. Pump Station:
  - Consultants are performing initial engineering work.
- Protection of the Rye Lake Intake
  - Hazen & Sawyer performing engineering for permanent boom and turbidity curtain.
- Received WCDOH 2016 Annual Sanitary Survey:
  - Meeting to be scheduled with Westchester County to discuss the sanitary survey.

b. Town of Greenburgh:

- Discussions and contact between staff and engineers is ongoing.

c. Suez/United Water:

- Scheduling follow-up meeting to discuss long term alternative.

### **Executive Session**

At 5:10 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel history of a particular person. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
TOM Councilman Odierna	"aye"

At 5:15 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:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Town Councilman Odierna	"aye"

**Date of Next Meeting**

The next Board meeting is scheduled for Tuesday, September 13, 2016 at 4:00 p.m.

With no further business to discuss, Trustee Rosenblum made a motion to adjourn the meeting. Trustee Belmont seconded the motion, all in favor: “aye”. The meeting adjourned at 5:15p.m.