

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting

Tuesday, May 24, 2016 at 4:00 p.m.

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

Present:

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

Approval of Minutes

Trustee Rosenblum 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	not present

Financial Reports and Approvals

The Manager reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Seligson made a motion to approve the 148 claims & 142 checks in the amount of \$1,118,501. Trustee Rosenblum 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 also reviewed the status of customer accounts.

Operations Status Reports

a. Water Production Report as of April 30th:

- 2016 YTD Total Water Production
 - YTD April '16: 1.28 BG
 - YTD April '15: 1.35 BG
 - YTD = -0.07 BG decrease
 - YTD = -5.2% under 2015 YTD

- YTD Breakdown of Total Water Use

<u>Source</u>	<u>2015</u>	<u>2016</u>
Rye Lake	0.49 BG	0.49 BG
Shaft 22	<u>0.86 BG</u>	<u>0.79 BG</u>
TOTAL	1.35 BG	1.28 BG

Note: Rye Lake: 2015 = 36% YTD
Rye Lake: 2016 = 38% YTD
Change = 2%

- **Comparison of 2014 vs. 2015 Annual Use of Rye Lake:**

- YTD Breakdown of Total Water Use

<u>Source</u>	<u>2014</u>	<u>2015</u>
Rye Lake	2.24 BG	2.11 BG
Shaft 22	<u>2.53 BG</u>	<u>2.97 BG</u>
TOTAL	4.77 BG	5.08 BG

Note: Rye Lake: 2014 = 47% YTD
Rye Lake: 2015 = 42% YTD
Decrease = -5%

b. Water Line Repairs:

- VOM & Greenhaven
 - Awaiting resolution of easement issues in order to continue work on Pirates Cove and Greacen Point asbestos water main replacement.
 - Continued work on Orchard Street asbestos water main break replacement including the installation of the new 6" water main. The pressure test is complete and the area has been excavated for the service taps which are pending WCDOH approval.
 - Repaired Service connection at 1516 Urban Street.
- TOM
 - Repaired service connection at 74 Hickory Grove Drive
 - Replaced service connection and curb valve at 20 Fairway Drive
- TOH
 - Repaired water main leak at Tam-O-Shanter Drive.
 - A new hydrant was installed at Archer Place and service connections are in the process of being replaced at the following locations (prior to TOH paving project):
 - 2 Archer Place
 - 5 Archer Place
 - 14 Haviland Street
 - 20 Haviland Street
 - 38 Haviland Street
 - 42 Haviland Street
 - 26 Parsons Street

- 40 Parsons Street
- 41 Parsons Street
- 21 Parsons Street
- 25 Purdy Street
- 31 Purdy Street
- 35 Purdy Street
- 39 Purdy Street

c. Improvements to Storage Tanks and Distribution Lines:

- Woodside Tank:
 - The contractor has installed the mixing system, completed interior touchups and exterior painting.
 - Preparing to refill and disinfect tank.

d. Meter Readings, Billings and Replacements:

- Meter reading and billing for VOM (4,000 +/-) is completed.
- Meter reading for the TOM (3,000 +/-) is expected to begin June 1st.
- Billing for TOM (3,000 +/-) is expected to be completed by mid-June.
- Meter Replacement Plan Phase I in the TOM has begun.
- Meters replaced since late Feb. '16 to allow for drive-by instead of walk-on reads:
 - VOM 63
 - TOM 93
 - TOH 62
- Meter replacement appointments are continuing to be scheduled for TOM customers.
- Continuing to work on resolving problem reads/bills.
- 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.
 - Of 436 letters and questionnaires sent to commercial/institutional properties regarding backflow prevention status, 168 responses have been received (38% response rate).
 - Of 1,200 +/- letters sent to residential customers regarding irrigation systems, 728 responses have been received (61% response rate). Of those responding, 642 (88%) indicate that they have an irrigation system.
 - WJWW is taking 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:

- Rye Lake Pump Station:
 - Emergency standby generators - NYSDOH approval has been received and equipment order will be placed shortly.
 - WCDOH returned comments and Hazen and Sawyer revised and resubmitted engineering plans for the new gas chlorinators for the Rye Lake 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 submittal to WCDOH is expected shortly.

f. New York City Water Rate Increase:

- Awaiting formal notification of rates to be effective 7/1/2016.

g. Annual Water Quality Report:

- Report has been prepared and is ready to be printed pending WCDOH approval.

UV Alternative Status to Rye Lake Source

a. Maximizing Use of Shaft 22 UV Treated Water:

- Returning to 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 has been advertised.
 - Bid opening is scheduled for May 26, 2016 at 1:00 p.m.
 - Piping prep work and structural modifications are substantially completed.
- New 16" Water Transmission Line (Mamaroneck Ave. to Macy Rd):
 - Finalizing package of plans and other information for submittal permit/application package to NYSDOH in early-to-mid-June 2016.
 - Current target to start construction in Nov. 2016 with expected completion in late 2017.
 - Gannett Fleming submitted a proposal for additional survey work. Trustee Belmont made a motion to approve the proposal for an estimated fee of \$3,000. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"
 - Gannett Fleming submitted a proposal for additional engineering work. Trustee Belmont made a motion to approve the proposal for an estimated fee of \$13,500. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"
- 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 the transfer of additional water from Shaft 22 to the Kenilworth tank.
- Protection of Rye Lake Intake:
 - Hazen & Sawyer submitted a proposal for engineering services related to the permanent full-length turbidity curtain in the amount of \$55,200. Trustee Belmont made a motion to approve the proposal. Trustee Rosenblum seconded the motion, all in favor:

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

b. Town of Greenburgh:

- Norman Rosenblum, Paul Noto and the Manager met with representatives from the TOG on May 18th to discuss the Shaft 20.
- There will be a TOG work session next Tuesday, May 24th – WJWW and TOG staff will present the basic elements of a joint/shared water plant pump station at Shaft 20.

c. Suez/United Water:

- WJWW met with Suez Water on May 17th to discuss their participation in the Shaft 20 pump station and 7-mile pipeline project and cost estimates. Paul Noto also attended this meeting.

d. NYSDOH:

- Anticipate a meeting within a few weeks with NYSDOH to discuss the draft Settlement Agreement/Stipulation from NYSDOH
 - More discussions and negotiations are expected.

e. Village of Larchmont:

- The Manager met with the Village Administrator on May 16th to discuss background information and conceptual plan as well as future projects and the need to know what VOL water demands are for future and potential capital cost sharing alternatives.
- Discussions for formal commitments in advance of WJWW entering into Consent Order with regulators and WJWW's desire to begin formal discussion with attorneys and decision makers on both sides.

f. Westchester County Water District #1.

- Federal lawsuit filed against WCWD#1.
See Attachment IV.f.

Executive Session

At 5:20 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 5:45 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular meeting. Trustee Belmont seconded the motion, all in favor: "aye"

Date of Next Meeting

- a. Special Board Meeting June 9, 2016 at 4:00 p.m. to review and possibly award the bid for the Kenilworth Booster Station Upgrade.
- b. Regular Board Meeting June 14, 2014 at 4:00 p.m.