

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, October 18, 2016 at 4:00 p.m.

The meeting was called to order at 4:03 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 Director

Approval of Minutes

Trustee Seligson made a motion to accept the minutes for the September 27, 2016 Board meeting.

Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“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 165 claims & 152 checks in the amount of \$2,786,418. 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. He also discussed the following:

- Authorization to renew insurance coverage - Trustee Rosenblum made a motion to approve the Manager to proceed with renewing expiring insurance coverages based on A.J. Gallagher’s computation that premiums would increase by no more than 2%. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
- Award bid for the Rye Lake Emergency Standby Generators Site Work/Installation (III.e) – Two bids were received: Talt Electric for \$216,000 and ELQ Industries for \$310,500. Trustee Rosenblum made a motion to award the bid to the lowest responsible bidder, Talt Electric for the lump sum amount of \$216,000. Trustee Belmont seconded the motion, all in favor:

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

The Manager reviewed the overall status of customer accounts and presented the TOH Tax Levy. After review, Trustee Rosenblum made a motion to approve the TOH Tax Levy as presented. Trustee Seligson seconded the motion, all in favor:

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

Operations Status Reports

The Manager reported on the following WJWW operational items:

- a. The year-to-date water production through the end of September, 2016 was 3.95 billion gallons compared to 4.11 billion gallons through the end of September, 2015 indicating a year-to-date decrease in water use of 0.16 billion gallons or 3.9% less water used than 2015.
- b. Water Main Repairs and Facilities Improvements:
 - VOM & Greenhaven
 - Repaired 2” water main break at 907 Howard Ave.
 - Replaced service connection at 315 Stanley Ave.
 - TOM
 - Replaced 16” valve on Myrtle Blvd near Weaver St.
 - Repaired 8” water main break on easement between Hickory Grove Dr. E and North Brook Rd.
 - Removed 16” x 4” tee and valve at 53 Myrtle Blvd and replaced with 16” butterfly valve.
 - TOH
 - Replaced lead service connections as a part of the pre-paving project on Halstead Ave. between West St. and Haviland St.
 - Repaired 2” water main break at 85 Nelson Ave.
 - Repaired service connection at 58 Parkview Ave East.
 - Replaced fire hydrant 3714 on Purchase La.
 - Installed a new valve and tee for a water main extension for a new subdivision on Underhill Ave.
 - Repaired 2” water main break at 6 Heather La.
 - Replaced 6” water meter at Westchester Country Club.
 - Replaced wooden pipe supports for the West St. Bridge (Metro North Train Track crossing) near Bentay Dr.
- 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 for TOH (7,000 +/-) is ongoing and expected to be completed mid-October.
 - Meter billing for TOH (7,000 +/-) expected to be completed late-October.
 - Meters replaced since late Feb '16 to allow for drive-by meter reads
 - VOM 126 (Total 74% Drive-by)
 - TOM 688* (Total 98% Drive-by)
 - TOH 313 (Total 79% Drive-by)
 - TOTAL 1,127
- *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. Approximately 41 (4%) meters out of 980 Purchase accounts remain to be replaced.
 - Town of Harrison-West Harrison meter replacement program has begun. Approximately 406 (25%) out of 1,549 West Harrison accounts remain to be replaced. A 2nd letter went out to 278 residents requesting that they schedule meter change appointments.
 - 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.
 - Resolving/Troubleshooting Problem Reads:
 - Total Accounts: 14,654
 - Problem Read Count:
 - April 2016: 1,054 (7%)
 - Sept. 2016: 607 (4%)
 - % Resolution since April: 42%
 - WJWW's Backflow Prevention Program:
 -
 - 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 a phased approach to backflow prevention devices for 1-2 family residential as per NYSDOH's 1994 Policy.
 - Discussions have begun to incorporate all or portions of WJWW regulations into the local codes of VOM, TOM and TOH.

e. Improvements to Pump Stations

- Rye Lake Pump Station:
 - Emergency standby generators – Equipment order has been placed for three 500 KW units.
 - 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 reviewed by D&B.
 - WCDOH wants an Engineering Report. -+
- Park Lane Booster Pump:
 - Received comments from WCDOH and H2M is currently reviewing them.

UV Alternative Status to Rye Lake Source

a. Maximize Use of Shaft 22 UV Treated Water:

- Kenilworth Pump Station Upgrade:
 - Pre-fabricated pump station is nearing completion.
 - Delivery is expected in early-November and installation to begin by mid-November.
 - Site prep, delivery and connections/site restoration, system modifications arrangements have begun.
 - H2M submitted a proposal for additional engineering services. Trustee Rosenblum made a Motion to approve the proposal for \$39,500. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	“nay”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
 - Target start up early 2017.
- New 16” Water Transmission Line
 - Water grant application has been deferred to round 3.
 - Basis of Design Report/Application has been completed and submitted to NYSDOH and WCDOH.
- New Macy Rd-Osborne Rd. Pump Station:
 - Consultants are performing field evaluations and engineering work.
- Received WCDOH 2016 Annual Sanitary Survey:
 - WJWW has responded to WCDOH. Awaiting their response from WJWW’s points raised and requested clarification/basis of their findings during the sanitary survey.

b. Town of Greenburgh:

- Discussions between WJWW and TOG engineers continues.
- Next coordination meeting is expected within the next 1-2 weeks.

c. Suez/United Water:

- Data/information requested is being compiled and will be forwarded to Suez.
- In the process of scheduling a follow-up meeting to discuss a long-term alternative.

Executive Session

At 5:20 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"
Trustee Seligson	"aye"

At 5:30 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:

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

Date of Next Meeting

The Board meetings for the month of November are as follows:

Tuesday, November 1st at 4:00 p.m. (November 8th is Election Day-Holiday)
Tuesday, November 22nd at 4:00 p.m.

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 5:35 p.m.