

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, November 22, 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 Rosenblum made a motion to accept the minutes for the November 1, 2016 Board meeting.

Trustee Belmont 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 133 claims & 120 checks in the amount of \$4,078,131. Trustee Seligson 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:

- Renewal for Workers’ Compensation Insurance – proposal was submitted by PERMA. Trustee Belmont made a motion to accept the proposal. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
- VOM Local Capital Projects for asbestos water main replacements for:
 - S. Barry Ave. for a cost estimate of \$100,000 which includes engineering services performed by Site Remediation & Technologies for a not to exceed fee of \$12,675. Trustee Rosenblum made a motion to approve the local capital project. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
 - Claflin Ave. for a cost estimate of \$150,000 which includes engineering services performed by Site Remediation & Technologies for a not to exceed fee of \$16,880. Trustee Rosenblum made a motion to approve the local capital project. Trustee Seligson seconded the motion, all in favor:

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

- Amendment of Kenilworth Pump Station project A-1314 from \$2,900,000 to \$3,700,000. Trustee Belmont made a motion to approve the amended costs. Trustee Rosenblum seconded the motion, all in favor:
Trustee Belmont "aye"
Trustee Rosenblum "aye"
Trustee Seligson "aye"
- On-line payments – technical details have been resolved with Sterling National Bank. Project is progressing.

The Manager reviewed the overall status of customer accounts.

Operations Status Reports

The Manager reported on the following WJWW operational items:

- a. The year-to-date water production through the end of October, 2016 was 4.38 billion gallons compared to 4.51 billion gallons through the end of October, 2015 indicating a year-to-date decrease in water use of 0.13 billion gallons or 2.9% less water used than 2015.
- b. Water Main Repairs and Facilities Improvements:
 - VOM & Greenhaven
 - Repaired curb valve at 215 Carroll Ave.
 - Installed 16" tee and three 16" valves at intersection of N. Barry Ave. & Mamaroneck Ave.
 - Repaired service line leak at 1414 Franklin Ave.
 - Repaired A/C water main break near 600 S. Barry Ave., approx. 200' of pipe will require replacement.
 - Repaired A/C water line on Claflin Ave., installed one hydrant and three control valves. Approx. 300' of pipe will require replacement along with three control valves and an additional hydrant will be installed.
 - TOM
 - Replaced curb valve at 99 Colonial Ave.
 - Replaced lead service connection and made new 1" tap at 31 Myrtle Blvd.
 - Repaired service connection at 85 West Garden Rd.
 - Repaired water main break on Marbourne Dr.
 - Repaired water main break at Winged Foot Golf Club.
 - TOH
 - Repaired curb valve at 133 Lakeview Ave.
 - Repaired curb valve at 28 Madison St.
 - Repaired curb valve at 46 Woodside Ave.
 - Repaired water main break near 50 Congress St.
 - Replaced curb valve at 45 Henry Ave.
 - Repaired water main break near 4 Cooper Pl.
 - Replaced leaking fire hydrant (3194) at intersection of Haviland Rd./Osborn Rd.

- Repaired service connection at 185 Halstead Ave.
- Replaced curb valve at 30 Beechwood Ave.
- Replaced curb valve at 147 Harrison Ave.
- Removed & plugged old service connection at 3700 Purchase St.
- Repaired curb valve at 244 Park Ave.
- Repaired curb valve at 171 Fremont Rd.
- Repaired curb valve at 36 First St.
- Repaired curb valve at 245 Lakeview Ave.
- Made 1.5" tap at 80 Park Dr. North.
- Made new tap and replaced lead service connection at 282 Harrison Ave.

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 +/-) has been completed.
 - Meter reading for TOM (3,000 +/-) to begin December 1st.
 - Meter billing for TOM (3,000 +/-) expected to be completed by mid-December.
 - Meters replaced since late Feb '16 to allow for drive-by meter reads
 - VOM 134 (Total 74% Drive-by)
 - TOM 691* (Total 98% Drive-by)
 - TOH 501 (Total 87% Drive-by)
 - TOTAL 1,326
- *targeted to be at 95% +/- by late-Sept. /early-Oct. 2016
- TOM meter replacement: a \$100 fee will be charged walk-ons - 17 remaining meters to be replaced, with 1 appointment currently scheduled. Unable to make remaining 16 appointments due to lack of customer response. Trustee Seligson requested that the names/addresses for the remaining TOM meter replacements be forwarded to Steve Altieri.
 - TOH:
 - Purchase-Meter Replacement Action Plan is in progress. - Approx. 34 (3%) out of 980 Purchase accounts remain to be replaced at this time.
 - Town of Harrison – West Harrison – meter replacement program in progress. Approx. 222 (14%) out of 1,549 West Harrison accounts are remaining to be replaced at this time.
 - Town of Harrison – Downtown – meter replacement program has been initiated with 637 residents being sent letters requesting that they schedule meter change appointments. There are now 558 (15%) left to be changed with 153 appointments scheduled.
 - 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: 14,655
 - Problem Read Count:
 - April 2016: 1,054 (7%)
 - Sept. 2016: 570 (4%)
 - % Resolution since April: 46%
- WJWW's Backflow Prevention Program:
 - 2,474 (16.8%) of 14,654 total water accounts have backflow devices on file and are testing annually.
 - 2,007 (13.7%) have irrigation backflow devices on file.
 - 467 (3.1%) have commercial backflow devices on file.
 - 280 (1.9%) currently in the filing/processing phase.

e. Improvements to Pump Stations

- Rye Lake Pump Station:
 - Emergency standby generators – (3) 500 KW units are expected to be delivered mid-December.
 - Site and electrical work has begun.
 - H2M submitted a proposal for additional engineering services. Trustee Rosenblum made a motion to accept the proposal for a lump sum fee of \$5,500. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
- 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:
 - Use has increased to 60%+/- as irrigation systems have been shut down for the winter season.
 - Progress to full use of 100% UV treated water to all areas is expected mid-late December with the start-up of the new pre-fab Kenilworth Pump Station.
- New 16" Water Transmission Line
 - Basis of Design Report/Application has been completed and submitted to NYSDOH and WCDOH – awaiting their comments/approvals.
- New Macy Rd-Osborne Rd. Pump Station:
 - Consultants are performing field evaluations and engineering work.

b. Town of Greenburgh

- TOG and WJWW engineers are evaluating alternative layouts regarding joint/shared facility at Shaft 20 of the Delaware Aqueduct.
- TOG is moving on it's Rumbrook Catskill Pump Station and pipeline to Shaft 20 of Delaware Aqueduct, asked if WJWW is interested in participation, however, WJWW's position is that it cannot make a decision at this time while the source intake option is being chosen (i.e. Shaft 20 vs. Rye Lake)

c. Suez/United Water:

- WJWW is awaiting Suez's response to participating in an alternate solution to the Shaft 20 connection and related 7-mile pipeline.

d. Five (5) Recent Requests For/Expressions of Interest In Additional WJWW Rye Lake Water:

1. Town of North Castle -various properties continue to express interest.
2. Suez/United Water - condo growth in Rye Brook.
3. Westchester County Airport - airport hangar growth and need for significantly higher fire protection flows.
4. SUNY Purchase College Advancement Corporation - to accommodate NYS Legislature's approved senior living community.
5. A number of proposed subdivisions in the Town of Harrison.
6. WJWW has informed all the above that:
 - WJWW has sufficient water to meet the requested demand only during non-irrigation months.
 - Currently, existing summer demand is at the limit of WJWW's hydraulic pumping capacity and disinfection contact time, therefore their requests cannot be accommodated.
 - WJWW's Shaft 22 capacity cannot be increased since the pipe size of the 30 inch line is fixed, therefore, no additional water can be drawn through that source. It would need to come from the Rye Lake source.
 - WJWW's Rye Lake withdrawal, disinfection and contact time capacity are currently at their limits.
 - Rye Lake's capacity could be increased with larger pumps with NYCDEP approval, however, disinfection contact time could only be met with the use of UV treatment with chlorination. These expenses would only be reasonable if WCDOH and NYSDOH allowed continued limited summer use of Rye Lake water.
 - Preliminary meeting and discussions have been held with WCDOH and they understand the existing limitation and WJWW's position.
 - Preliminary meeting and discussions have been held with airport representatives and they understand the existing limitations and WJWW's position.
 - Attempted to set up a meeting with Westchester County Dept. of Public Works and Transportation which has responsibility for the airport.

Executive Session

At 4:55 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel history of a particular person. Trustee Seligson seconded the motion, all in favor:

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

At 5:05 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”

During Executive Session the following items were discussed:

- Jackie Briggs gave birth to a baby boy on November 13th.
- Raymond Jovine, Engineering Aide began work on November 14th.
- Vincent Salanitro gave notice of his resignation as Engineering Technician (Civil), effective November 30th.
- Liliya Balkova, Senior Account Clerk begins work on November 28th.
- Paul Noto, WJWW Counsel is resigning to take a position at the Westchester County District Attorney’s office.

Date of Next Meeting

The Board meeting is scheduled for Tuesday, December 13th 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 5:05 p.m.