

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting

Wednesday, July 19, 2017 at 4:00 p.m.

The meeting was called to order at 4:15 p.m. with the following members present:

Present:

- Trustees Ron Belmont, Norman Rosenblum and Nancy Seligson
- David Birdsall, Business Director
- Guy Parisi, Esq. WJWW Counsel

At 4:15 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel matters. Trustee Seligson seconded the motion, all in favor:

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

At 4:39 p.m. Trustee Rosenblum made a motion to leave Executive Session and return to the regular Board meeting. Trustee Seligson seconded the motion, all in favor:

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

Approval of Minutes

Trustee Rosenblum made a motion to approve the minutes from the June 27, 2017 Board meeting. Trustee Belmont seconded the motion, all in favor,

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

The Business Director reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Rosenblum made a motion to approve the 203 claims & 190 checks in the amount of \$1,057,604. Trustee Seligson seconded the motion, all in favor:

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

Also in attendance were representatives from the Orienta Beach Club. Trustee Belmont suggested that each individual introduce themselves. The Board members and WJWW staff introduced themselves and the representatives from Orienta in attendance were: Helen Collier Mauch, Attorney; Benny Salanitro, P.E.; and Mark Sheehan, General Manager. They were present at the meeting to discuss the repair/replacement of the asbestos water main located in WJWW’s easement on the Orienta Beach Club property.

At 5:04 p.m. Trustee Rosenblum made a motion to go into Executive Session to discuss the asbestos water main repair/replacement at Orienta Beach Club. Trustee Seligson seconded the motion, all in favor:

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

At 5:16 p.m. Trustee Rosenblum made a motion to leave Executive Session and return to the regular Board meeting. Trustee Seligson seconded the motion, all in favor:

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

Following some discussion of events and circumstances related to the damage sustained by WJWW's asbestos water main; the subsequent repair/replacement of the water main as directed by the WCDOH and the potential liability of the Orienta Beach Club and its representatives for the costs associated with the repair/replacement, the Board unanimously agreed to table the discussion to a later date.

The Business Director discussed the status of the operating budget, capital projects and general administration with the Board. They also discussed the following:

- Local Capital Project VOM: installation of 212 linear ft. of 12" ductile pipe to extend the water main and improve additional water infrastructure on the easterly side of Mamaroneck Ave, Mamaroneck Centre and to meet future needs – estimated cost is \$200,000, which 50% will be reimbursed by the Developer. Trustee Rosenblum made a motion to approve this Local Capital Project. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"
- Local Capital Project TOH: Pilgrim Rd. – replace 676 linear ft. of 4" asbestos water main with 8" ductile iron pipe between Polly Park Rd. and the water main terminus in Pilgrim Rd. – estimated cost is \$325,000. Trustee Belmont stated that the repair must be done so he will vote to move forward with the project without prejudice and the TOH will seek reimbursement from the party/parties determined to be at fault in contributing to/causing damage to the asbestos water main. Trustee Rosenblum seconded, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"
- SITES Remediation submitted a proposal for Engineering Services for the Pilgrim Rd. Project - \$25,365. Trustee Rosenblum made a motion to approve the proposal (The \$25,365 is included in the total project estimated cost of \$325,000). Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"
- The Business Director reported that Hydrowash had done an exceptional job power washing the Purchase Booster Tanks at an economical price and were asked to give WJWW a proposal to power wash the Purchase Booster Station building. The submitted proposal is for \$2,400. Trustee Rosenblum made a motion to accept the proposal to power wash the building. Trustee Belmont seconded the motion, all in favor:

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

- Odd/Even day lawn irrigation restrictions to manage peak water demands. The Business Director advised the Board of the need for odd/even irrigation restrictions. The TOM has already adopted a policy. Trustee Rosenblum requested that the TOM policy be forwarded to Rob Yamuder at the VOM. After discussion, the Board requested that the Business Director forward the wording to implement a voluntary odd/even water irrigation program.
- Water Rates – there will be no NYC water rate increase this year. However, the Business Director is recommending that each municipality increase rates by 3% to cover growth in operating expenses and to begin to bring rates to a level adequate to support additional debt service costs associated with near/medium term capital projects.
- The Business Director reviewed the accounts receivables balances over 60 days old with the Board.
- Trustee Belmont inquired as to whether WJWW can now accept on-line payments. The Business Director reported that on-line payments are now available. There is a 3% fee to use a credit card and no fee is charged if a debit card is used.

Operations Status Reports

The Business Director reported on the following WJWW operational items:

- a. The year-to-date water production as of June 2017 was 1,930.7 MG compared to 2,259.4 MG through the end of June 2016 indicating a year-to-date decrease in water use of 328.7 MG or 15% less water used than 2016. Rye Lake water totaled 215.7 MG which represented 48.9% of total water production year-to-date versus 57.1% in 2016, trend representative of the increased distribution of UV treated water in non-peak months.
- b. Water Main Repairs and Facilities Improvements:
 - VOM
 - Replaced curb valve at 1320 Stonybrook Ave.
 - Repaired curb valve at 1322 Crown Court.
 - Relocated curb valve at 951 Green Meadow Ln.
 - Replaced service connection at 611 Second St.
 - Replaced service connection at 224 Maple Ave & 320 Palmer Ave.
 - Repaired curb valve at 513 English Pl.
 - Repaired curb valve at 120 Laura Joy Circle.
 - Repaired curb valve at 920 Soundview Dr.
 - Repaired curb valve at 322 Wagner Ave.
 - Repaired curb valve at 765 Soundview Dr.
 - Repaired curb valve at 1287 Raleigh Rd.
 - Asbestos water main replacement is in progress at Orienta Beach Club.

The Business Director explained to the Board that there is an increase in the number of curb valves repairs due to meter replacements and replacing lead service lines.

- TOM:
 - Repaired curb valve at 1032 Old White Plains Rd.
 - Replaced fire hydrant #2013 on Madison Ave. and Fifth Ave.
 - Removed old sewer manhole washout at 122 N. Chatsworth Ave.
 - Repaired service connection at 263 Murray Ave.
- TOH:
 - Relocated fire hydrant #5321 at 30 Forest Lake Dr.
 - Replaced curb valve at 27 First St.
 - Installed temporary water service to 3 homes affected by 4" water main break on Pilgrim Rd.
 - Repaired curb valve at 73 Westerleigh Rd.
 - Replaced fire hydrant #3655 at 600 Lake St.
 - Repaired 16" water main on Westchester Ave./Purchase St.
 - Replaced fire hydrant #3640 at Purchase Park.

c. Improvements to Storage Tanks and Distribution Lines:

- H2M is continuing to evaluate options and costs with respect to a new tank and/or rehab the existing 80 yr. old tank at the Kenilworth site and has submitted some preliminary information for WJWW staff to review.
- WJWW is requesting a proposal from H2M to assess and provide engineering services related to the rehab of the Winged Foot Tank in Spring/Summer 2018, bidding process to begin mid-Fall.
- Flagler Dr. engineering report and construction cost estimate has been completed by GHD.
 - WJWW authorized this as a local capital project with an estimated cost of \$3.3 million on May 24, 2017 and notified VOM to place this project on its agenda for approval.
 - Awaiting VOM approval as a local capital project for \$3.3 million.
 - GHD has submitted plans/specs. and engineering report to WCDOH for approvals.
- BRIXMOR, 805 Mamaroneck Ave. – Rotfeld Engineering has submitted plans and WJWW has received WCDOH approval.

d. Meter Reading and Billing Status:

- Meter reads for TOH (6,000 +/-) began July 1 almost completed.
- Billing for TOH (6,000 +/-) is half done and expected to be completed late-July.
- Monthly TOM meter reads (3,000 +/-) for July expected to be done in late-July.
- Status of drive-by meter reads:
 - VOM 88% Drive-by
 - TOM 99% Drive-by
 - TOH 98% Drive-by
 - Currently, there are 60 appointments for changing meters.

- VOM Meter Replacement Program:
 - Approximately 589 old meters remain to be replaced by mid-to-end of October in the following sections of the Village:
 1. Harbor Heights & Washingtonville
 2. Orienta & Palmer/Heathcote
 3. Rye Neck & Greenhaven
- TOM meter replacement: a \$100 fee will be charged walk-ons: end of 2017 for VOM & TOH.
- Continuing to work on resolving problems with: zero, low and estimated reads.
 - Total Accounts: 14,662
 - Potential Problem Read Count:
June 2017: 981 (7.0%)
- WJWW Backflow Prevention Program:
 - Status of BPD.
 - Approximately 236 properties will be receiving Notices of Violation with a \$200 fee for ignoring a WJWW written order to install a backflow device.

e. Improvements to Pump Stations

- Rye Lake Pump Station:
 - New gas chlorinator – Remaining work related to chlorine cylinder actuators and installation of double walled piping for injection process is being completed.
 - Awaiting approval from WCDOH of SITES revised engineering submittal related to approval to replace old/undersized Pump #1 from 3.5 MGD to 5.5 MGD to match the other 4 pumps which are each 5.5 MGD.
- Emergency Back Up Mobile Chlorinator:
 - Received WCDOH approval. WJWW will move forward to the bidding process.
- Larchmont-Weaver Street Plant Upgrade Improvements:
 - D&B has finalized the BODR.
 - D&B is now working on detailed design.
 - NYS Water Infrastructure Improvement Grant application has been submitted.
- Park Lane Booster Pump:
 - WCDOH has approved H2M's updated plans related to Option A (smaller pump upgrade).
 - WJWW met with TNC and Developer. TNC may want additional water. H2M and D&B to evaluate potential Option B (booster pump).
 - WJWW Board directed WJWW staff to go ahead with Option A as TNC did not respond by the July 14th deadline regarding water needs and participation in related projects.
 - Guy Parisi will send a letter to TNC of WJWW's intentions to move forward.

UV Alternative Status to Rye Lake Source

a. Maximize Use of Shaft 22 UV Treated Water:

- Kenilworth Pump Station Upgrade:
 - Pre-fab Kenilworth Pump Station is operational and helping WJWW maximize use of UV treated water. Remaining site and electrical work is almost completed.

- New 16" Water Transmission Line
 - Advertising of bid in Journal News continues.
 - Pre-bid meeting was held on June 28th.
 - Ten contractors have picked-up bid documents and bids are due August 31st. Seven out of ten contractors attended the pre-construction meeting.
 - Bids are due August 31st.
 - Construction is expected to begin mid-late November, 2017.
 - An updated NYS WIIA Grant application has been submitted.
 - New Macy Rd-Osborne Rd. Pump Station:
 - Preliminary engineering work by HDR is progressing.
 - Woodard & Curran – SCADA;
 - Has begun work on Stratton Road SCADA improvements that will allow for an increase in water supply to help in meeting peak demand.
 - Expect SCADA monitoring operational in late August/early September.
- b. WJWW-Westchester County Airport:
- WJWW is awaiting county response on its possible use of 4-5 acres of airport property for future water facilities on airport land. WJWW has received no feedback.
 - WJWW indicated continued desire to have airport land (4-5 acres) set aside for future water facilities: airport needs pump station or water tank, WJWW filter plant, if needed.
 - HDR's work on feasibility analysis for a UV plant at WJWW's existing Purchase Booster Station site is progressing.
 - SITES has submitted a proposal for Engineering Services to support UV plant and filtration feasibility work. Trustee Belmont made a motion to approve the proposal for \$9,620. Trustee Seligson seconded the motion, all in favor:
- c. Rye Lake Turbidity Curtain/Boom
- Hazen & Sawyer is coordinating repair work on temporary system which is scheduled for the week of July 24th.
 - Bathymetric Survey work to support final design of a permanent boom system has been completed.
 - Hazen & Sawyer is moving forward on design work and coordinating process for bidding and installation of permanent turbidity curtain and boom system.

Date of Next Meeting

The Board meetings are scheduled for:

- Tuesday, August 8th at 4:00 p.m.
- Tuesday, August 15th at 4:00 p.m.
- Tuesday, August 22nd at 4:00 p.m. (tentative, if needed)

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 6:03 p.m.