

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, November 28, 2017 at 3:00 p.m.**

The meeting was called to order at 3:10 p.m. with the following members present:

Present:

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

Trustee Seligson inquired as to whether WJWW staff had met with different municipalities to discuss their experience with updating to a fixed meter reading system. The Business Director reported that Yorktown uses Sensus and Larchmont uses Neptune for meter reading through a cloud based system. The Business Director also stated that while at the AWWA Conference in June, he spoke with various vendors and looked at various different options available for fixed based meter reading systems.

**Approval of Minutes**

Trustee Seligson made a motion to accept the minutes as presented for the November 14, 2017 Board meeting. Trustee Rosenblum seconded the motion, all in favor:

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

**Financial Reports and Approvals**

The Business Director reviewed the bank balances and claims with the Board members. The Business Director asked if there were any questions on the claims:

Trustee Seligson inquired as to why WJWW buys bottled water. Bottled water is provided to customers when there is a water main break.

Trustee Seligson made a motion to approve the 124 claims in the amount of \$2,186,558. Trustee Rosenblum seconded the motion, all in favor:

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

The Business Director also reviewed/discussed the following:

- Customer accounts overdue 60 days or more and Commercial Backflow Status.
- WJWW needs to sign the agreement with PERMA and pay the renewal fee for its Workers Compensation Insurance before the end of the year. The renewal fee is \$6,000 less than the previous year due to favorable claims experience. Trustee Rosenblum made a motion to authorize the Manager to sign the agreement. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
- Winged Foot Tank Property Access Agreement with Altic (Cablevision/Lightpath Internet Services):
  - WJWW will allow Altic to install internet service for Westchester County Emergency Management. Fiber optic cable will be run to Westchester County’s servers located within the base of the water storage tank.
  - Will facilitate WJWW’s access to internet service for use with its security camera and access systems.
  - Any equipment must get WJWW approval before installed. Trustee Belmont made a motion to approve the property access agreement between WJWW and Altic to install internet access. Trustee Rosenblum seconded the motion, all in favor:

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

### **Old Business**

The Manager reported on the following:

- Flagler Road Project Update:
  - Revised plans are 95% complete and will be submitted to WCDOH for approval.
  - GHD is working on the Bay Head easement which is due by December 7<sup>th</sup>.
- Macy Road Project Update:
  - December 15<sup>th</sup> – project is scheduled to begin.
- Winged Foot Tank Rehab:
  - Meeting was held on November 16<sup>th</sup> with Winged Foot staff.
  - Rehab. does not need to be done before the US Open in 2020. – future rehab. options being evaluated.
  - USGA and/or Winged Foot may want to install a banner with their logo on the tank during the US Open – to be discussed.
- Advanced Metering Infrastructure (AMI) Project Update:
  - WJWW staff will meet with representatives to review the different AMI systems and then make a decision on which system will be best for WJWW.
- Westchester County Airport Future Water Needs and Facility Siting Update:
  - The Manager will meet with Westchester County Airport representatives before the end of the year to discuss future needs of WJWW and the airport.

### **Manager's Report/New Business**

- In order for the new N. Barry Ave.-Macy Rd. 16" Water Transmission Main to be fully effective, multiple PRVs will need to be installed. The first of the PRVs will need to be installed at Purchase St. in early 2018.
- Authorization of a Joint Capital Project for a 16" PRV at Purchase St. – at an estimated cost of \$350,000. After discussion, Trustee Belmont made motion to authorize the Joint Capital Project. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"
- Gannett Fleming submitted a proposal for construction assistance engineering services for the new N. Barry Ave. - Macy Rd. 16" Water Transmission Main. After review, Trustee Belmont made a motion to accept the engineering proposal for a fee of \$450,000. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"
- Emergency Mobile Chlorinator Bid:
  - Only one bid was submitted and it was incomplete. Bid was rejected and will be rebid.

### **Executive Session**

At 4:16 p.m., Trustee Rosenblum made a motion to go into Executive Session to further discuss Union negotiations, personnel issues and legal/regulatory matters. Trustee Seligson seconded the motion, all in favor:

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

At 4:50 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"
Trustee Seligson	"aye"

### **Date of Next Meeting**

The next regular Board of Trustees meeting is scheduled for Tuesday, December 19, 2017 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 4:50 p.m.

