

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting

Tuesday, February 9, 2016 at 4:00 p.m.

The meeting was called to order at 4:08 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 Manager

Approval of Minutes

Trustee Rosenblum made a motion to accept the minutes for the January 12, 2016 Board meeting. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	Not Present

Trustee Seligson joined the meeting at 4:10 p.m.

Financial Reports and Approvals

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 217 claims in the amount of \$1,685,576.

Trustee Seligson seconded the motion, all in favor:

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

The Manager discussed the status of 2015 operating budget and capital projects. The following items were approved by the Board:

Trustee Rosenblum made a motion to approve Woodard & Curran's 2016 SCADA Review/Maintenance Contract for a lump sum amount of \$20,000. Trustee Belmont seconded the motion, all in favor:

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

Trustee Rosenblum made a motion to approve the new WJWW Service and Parts Fee Schedule effective February 10, 2016.

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

Trustee Seligson made a motion to approve the 2016 Water Distribution System Materials Bid. Trustee Rosenblum seconded the motion, all in favor:

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

The Manager reviewed and discussed overdue customer accounts that are currently over 60 days past due.

Operations Status Reports

The Manager reported on the following WJWW operational items:

- a. The year-to-date water production through the end of January 2016 was 0.31 billion gallons compared to 0.30 billion gallons through the end of January 2015 indicating a year-to-date increase water use of 0.01 billion gallons or 5.1% over the same time period.
- b. Water Main Repairs and Facilities Improvements:
 - VOM & Greenhaven
 - Continued work on Pirates Cove and Greacen Point asbestos water main replacement. WJWW received the survey for 1030 Greacen Point Rd. and it is under review.
 - Repaired service connection on 1514 N. James St.
 - TOM
 - Repaired service connection on 6 Murdock Rd.
 - Repaired 6” water main break on York Rd.
 - TOH
 - Repaired 2” water main break on Anderson Hill Rd.
 - Repaired valve box on Park La.
 - Repaired 10” water main break on Highridge Rd.
 - Repaired service connection on Jefferson St.
 - Fire hydrant repair on Union Ave. is scheduled for President’s Day weekend.
- c. Storage Tank Rehabilitation/Repairs:
 - Woodside Tank:
 - Disinfection of interior of tank by the contractor followed by necessary sampling in accordance with technical specifications/Health Department requirements has been completed.
 - WJWW has received lab results and we are awaiting WCDOH and engineers approval to put the tank back in service.
 - Winged Foot tank discharge altitude valve/lines have been freezing. A temporary heater is currently being used. Received permanent heater enclosure which will need to be installed.
 - Woodside Zone PRV at Old Lake St. – work is ongoing.

d. Meter Reading and Billing Status:

- Meter reading for VOM (4,000 +/-) began on February 1st.
- Meter billing for VOM (4,000 +/-) is expected to be completed mid-February.
- Meter replacement plan requirements are currently being developed to initiate Phase I in the Town of Mamaroneck. The Manager reported that staff continues to address the problem meter reads within the distribution system.
- WJWW is continuing an aggressive approach to increase compliance with backflow prevention program for residential, commercial/institutional properties/customers.

e. Improvements to Pump Stations:

- Emergency standby generators at Rye Lake Pump Station:
 - The project was approved by TOH. Awaiting approval from NYSDOH and NYCDEP.
 - Building Permit application is in the process of being filed.
 - Ordering of equipment, site prep and installation are pending approval.
- Emergency Back Up Mobile Chlorinator:
 - Engineering work by D&B is nearing completion and will be submitted to WCDOH for approval.
- Park Lane Booster Station:
 - Engineering work is in progress and discussions with Town of North Castle regarding their share have resumed.
 - The draft agreement with North Castle is being reviewed.
- Potential additional emergency interconnections with the City of White Plains have been identified. WJWW has once again reached out to City representatives to discuss. Trustee Rosenblum has spoken with Mayor Roach regarding the emergency interconnections.
- WCDOH has returned the first round of comments for new gas chlorinators for the Rye Lake Pump Station to replace the existing units that are 30 + years old. An onsite meeting is scheduled for February 16th at 9:30 a.m. to review and discuss.
- The Purchase Booster Station caustic bulk storage inspection is scheduled for February. D&B has submitted a proposal for emptying the tank, performing the inspection and coordination and assessment of the work. Trustee Seligson made a motion to approve the proposal for the sum of \$15,045. Trustee Rosenblum seconded the motion, all in favor:

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

UV Alternative Status to Rye Lake Source

a. Maximize Use of Shaft 22 UV Treated Water:

- Rye Lake use has been down to 25%-30% over the last 2-3 months.
- Kenilworth Pump Station Upgrade:
 - TOH Building Permit applications are currently being prepared.
 - WCDOH has had the permit application and specs. since December 22, 2015. Approval is needed ASAP if station is to be operational in the Fall of 2016 so 100% of WJWW can get UV treated water.
 - In preparation for the station, the installation of 20" control valves is scheduled for President's Day weekend. All work will be coordinated with Morgan Stanley.
- New 16" Water Transmission Line (Mamaroneck Ave. to Macy Rd).
 - Surveying and other field work is underway. Avondale Rd. routing is preferred.
 - The latest cost estimate is \$2.5 million – NYSDOH grant assistance is available and will be applied for again and NYSDOH grant decision is possible in the Fall of 2016.
 - Pros and Cons comparison table prepared by GHD for Adelphi Ave. vs. Avondale Rd. were discussed.
 - Permit and Application scheduled to be submitted to NYSDOH by June 2016 with an anticipated start of construction date of November 2016.
- Weaver Street Pump Station Upgrade:
 - D&B is proceeding with detailed engineering analysis and design.
- Considering potential sites in New Rochelle for booster station and chlorination.

b. Protection of Rye Lake Intake/Boom System:

- The interim system was successfully installed.
- Hazen & Sawyer is working on a long-term system.

c. Village of Larchmont (VOL) Coordination:

- A follow-up meeting to be scheduled to discuss future projects and the costs associated with these projects.

d. Town of Greenburgh Coordination:

- WJWW and Town coordinating and exchanging information regarding potential site for Shaft 20 pump station and possibilities relative to joint/shared facilities.

Executive Session:

At 5:18 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: “aye”

At 5:35 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: “aye”

Date of Next Meeting

The next Board meeting is scheduled for Tuesday, February 23, 2016 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.