

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting

Tuesday, December 22, 2015 at 4:00 p.m.

The meeting was called to order at 4:10 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 December 8, 2015 Board meeting. Trustee Rosenblum seconded the motion, all in favor:

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

Trustee Seligson made a motion to accept the minutes for the December 11, 2015 Special meeting.

Trustee Rosenblum seconded the motion, all in favor:

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

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 129 claims in the amount of \$824,636. Trustee Belmont seconded the motion, all in favor:

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

The Manager discussed the status of 2015 operating budget, capital projects, water treatment chemical bids, paving & fill material bids, and 2016 audit services.

The Manager presented to the Board for their approval the results of the Water Treatment Chemicals Bid. After discussion and review, Trustee Rosenblum made a motion to accept the bid results. Trustee Belmont seconded the motion, all in favor:

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

The Manager presented to the Board for their approval the results for the Paving & Fill Materials Bid. After discussion and review, Trustee Rosenblum made a motion to accept the bid results. Trustee Seligson seconded the motion, all in favor:

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

The Manager presented to the Board for their approval the audit services agreement for 2016 with O'Connor Davies for a fee of \$23,200. After discussion and review, Trustee Rosenblum made a motion to approve. Trustee Belmont seconded the motion, all in favor:

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

The Manager presented to the Board for their approval a joint capital project: Rye Lake Boom & Turbidity Curtain – Removal, Interim Solution and Permanent Replacement – Estimated total cost (engineering & construction) - \$700,000 (Share of Costs: VOM - \$191,100; TOM - \$129,500; TOH - \$379,400). After discussion and review, Trustee Seligson made a motion to approve. Trustee Rosenblum seconded the motion, all in favor:

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

The Manager presented to the Board for their approval a joint capital project: New Rye Lake Chlorinators - Estimated total cost (engineering & construction) - \$600,000 (Share of Costs: VOM - \$163,800; TOM - \$111,000; TOH - \$325,200). After discussion and review, Trustee Belmont made a motion to approve. Trustee Rosenblum seconded the motion, all in favor:

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

The Manager presented to the Board for their approval a local capital project for VOM: Replacement of approximately 500 ft. of asbestos water main in easement between Pirates' Cove & Greacen Point Rd. - Estimated total cost (engineering & construction) - \$200,000. After discussion and review, Trustee Rosenblum made a motion to approve. Trustee Seligson seconded the motion, all in favor:

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

The Manager presented to the Board for their approval a local capital project for TOH: Replacement of approximately 500 ft. of asbestos water main on Shawnee Trail - Estimated total cost (engineering & construction) - \$250,000. After discussion and review, Trustee Rosenblum made a motion to approve. Trustee Belmont seconded the motion, all in favor:

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

The Manager presented to the Board for their approval a Resolution to establish a standard work day and reporting for the NY State & Local Retirement System based on record of activities for Trustee Norman Rosenblum. After discussion and review, Trustee Belmont made a motion to approve. 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 November 2015 was 4.8 billion gallons compared to 4.5 billion gallons through the end of November 2014 indicating a year-to-date increase of 6.7% over the same time period.
- b. Water Main Repairs and Facilities Improvements:
 - VOM
 - Repaired water main leak at intersection of Standish Pl. and Harrison Ave.
 - Service connection leak repair on Fairway Green.
 - Replace leaking blow off on Highview St.
 - Retapped and replaced leaking service connection on N. Barry Ave.
 - Installed fire hydrant and control valves on Skibo Ln.
 - Repaired service connection leak on Carroll Ave.
 - Repaired leak on 8" asbestos water main in easement between Greacen Point Rd. and Pirates Cove.
 - Continued work on Fairway Green water main replacement.
 - Continued work on Westchester Day School easement asbestos water main replacement.
 - Installed control valves on Pirates Cove and Greacen Point Rd.
 - TOH
 - Replaced fire hydrant and installed four 6" control valve at intersection of Lincoln Ave. and Madison St.
 - Plugged old service connection on Rose Ave.
 - Installed hydrant extension on Old Mill Rd.
 - Continued water main work on Lincoln Ave.
 - Repaired break on 6" asbestos water main on Shawnee Trail

c. Storage Tank Rehabilitation/Repairs:

- Woodside Tank: Interior painting and installation of manway is completed – remaining issue is the installation of a roof vent. Cleaning, disinfection, refilling of tank and sampling to begin as soon as the issue with the roof vent is resolved.
- Woodside Zone PRV at Old Lake St. – SCADA panel/control work nearing completion.
- H2M has submitted a proposal for engineering services for the 2015 water storage tank inspection at a lump sum fee of \$6,500. After review, Trustee Rosenblum made a motion to accept the proposal. Trustee Belmont seconded the motion, all in favor:

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

d. Meter Reading and Billing Status:

- Meter reading for TOM (3,000 +/-) has been completed.
- Meter billing for TOM (3,000 +/-) has been completed.
- Meter replacement plan requirements to initiate phase I in the Town of Mamaroneck are being developed. The Manager discussed various issues such as scheduling and staffing to consider related to new meter installations.

e. Improvements to Pump Stations:

- Emergency standby generators at Rye Lake Pump Station: The project was approved by TOH and process of acquisition, delivery and installation to be initiated.
- Caustic Tanks at Weaver St. Pump Station & Treatment Plant:
 - New piping installation nearing completion.
- Emergency Back Up Mobile Chlorinator:
 - Engineering work by D&B is progressing.
- Potential additional emergency interconnections with the City of White Plains have been identified. WJWW to reach out to City representatives to discuss. No official response yet.

UV Alternative Status to Rye Lake Source

- a. Kenilworth Pump Station upgrade project was approved at December 17th TOH Board meeting. Design and construction documents as well as regulatory applications are nearing completion. Application, engineering report and detailed specs being submitted to WCDOH and NYS DOH week of December 21st by H2M.
- b. Weaver Street Pump Station upgrade – detailed engineering by D&B is progressing.
- c. New 16” Transmission Main (Mamaroneck Ave. to Macy Rd).
 - Engineering work by Gannett Fleming is in progress.
 - Field surveys have begun.
 - Evaluating pros and cons of route for pipeline segment: Adelphi Ave. vs. Avondale Rd.
- d. WJWW has provided an update to NYSDOH of progress made on the projects that were identified in WJWW’s 2014 Plan.

- e. Rye Lake Intake:
- Deteriorated boom and turbidity curtain system has been removed and an interim system has been deployed. Plans for full replacement of the boom and turbidity curtain system are being developed.
- f. Meeting with Village of Larchmont (VOL) - Initial “informal” informational meeting held December 9, 2015:
- Meeting only between WJWW Manager and VOL Village Administrator.
 - WJWW reviewed background information on water sources, tanks, plants, systems, etc.
 - WJWW summarized VOL 10 year history of water purchases from WJWW.
 - Discussed comparison of WJWW vs. VOL uses and water charges:
- | | <u>WJWW</u> | <u>VOL</u> |
|-------------------------------------|----------------|---------------------|
| * Per Capita Use
gals/person/day | 136 | 170
(25% higher) |
| * Water Charge
per/100,000 | \$718
(VOM) | \$664
(8% less) |
- VOL’s Water Use Increase: +36.4%, Nov. ’15 vs. Nov. ’14
 - VOL described recent meter upgrade involving a new fixed based system to allow for continuous water use tracking.
 - VOL used an outside contractor to replace existing meters and hired it’s own coordinator to schedule and manage/oversee the meter replacement.
 - 2nd meeting with VOL will cover anticipated future WJWW capital projects including UV alternative projects.
 - 3rd meeting with VOL will cover historical and current billing/rate setting procedures as well as past rate disputes and contract terms.
 - 4th meeting w/VOL will cover future relationship, contract bidding terms and capital cost sharing/recovery reflecting a “whole” system approach with redundancies and back-up connections.
- g. Meeting with United Water-Suez
- Held on December 17, 2015.
 - Discussed status of UV Alternative Project.
 - Presented 10-year historical sales to UW (22% of WJWW total).
 - Presented 2013-2015 use of interconnections.
 - Presented listing of future capital projects over next 10 years totaling \$190 million.
 - Discussed customers in New Rochelle and customers in Greenhaven.
 - UW-Suez may approach VOL to see if they want to become UW-Suez customer.
- h. WJWW is attempting to continue discussions with the Town of Greenburgh. Awaiting response for the next meeting.

Date of Next Meeting

The next Board meeting is scheduled for Tuesday, January 12, 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 5:31 p.m.