

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, April 28, 2020 at 3:30 p.m.

The meeting was called to order at 3:36 p.m. with the following members present (via video conference):

Present:

- Trustees: Tom Murphy, Nancy Seligson, Fred Sciliano (Harrison Deputy Mayor Acting for Trustee Ron Belmont)
- Lori Lee Dickson, General Counsel
- Paul Kutzy, Manager
- David Birdsall, Business Director
- Terrence O'Neill, General Superintendent
- Frank Arcara, Chief Water Treatment Plant Operator 1-B

Approval of Minutes

Trustee Murphy made a motion to approve the minutes of the April 14, 2020 Board Meeting. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Murphy	"aye"
Acting Trustee Sciliano	"aye"

Financial Reports and Approvals

The Business Director reviewed bank balances and presented claims to the Board highlighting significant items, among them: sewer rent transfers, distribution payments to member municipalities, Rye Lake filtration plant engineering fees, payroll costs, and NYSHIP Premium.

Approval of Claims: Trustee Murphy made a motion to approve 164 claims totaling \$1,709,014. Acting Trustee Sciliano seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Murphy	"aye"
Acting Trustee Sciliano	"aye"

General Administration:

- Tax Levy Transfer / VOM: Trustee Murphy made a motion to approve a resolution for the Tax Levy Transfer in the amount of \$197,927.34 to the Village of Mamaroneck. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Murphy	"aye"
Acting Trustee Sciliano	"aye"

- Operational Technical Assistance and SCADA: The Business Director and Chief Water Treatment Plant Operator reviewed the proposal submitted by Woodard & Curran Engineering

related to annual Operational Technical Assistance and SCADA Services. Following review and discussion, Trustee Murphy made a motion to approve the proposal for a not-to-exceed fee in the amount of \$95,000. Acting Trustee Sciliano seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Murphy	“aye”
Acting Trustee Sciliano	“aye”

- West Street / TOH: Approval of a Wasp Engineering proposal for engineering services related to the expected replacement of 537 linear feet of deteriorated water main along West Street (which has been the site of repeated water main breaks) is requested. Trustee Murphy made a motion to approve the Wasp Engineering proposal for engineering services at an estimated cost of \$31,625. Acting Trustee Sciliano seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Acting Trustee Sciliano	“aye”

- Brevoort Lane / Rye: A joint capital project (A-1372) to replace a 250 linear foot section of water main is being proposed following a recent failure of a portion of the water main on Brevoort Lane, Rye (WJWW Outside District) at an estimated total cost of \$150,000 (inclusive of engineering services). Trustee Murphy made a motion to approve the joint capital project (A-1372) at an estimated total cost of \$150,000 for the replacement of 250 feet of water main at this location. Acting Trustee Sciliano seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Acting Trustee Sciliano	“aye”

Approval of Wasp Engineering proposal for engineering and construction services related to joint capital project (A-1372) to replace 250 linear feet of water main along Brevoort Lane, Rye is requested. Trustee Murphy made a motion to approve the Wasp Engineering proposal for engineering and construction services for joint capital project (A-1372) at an estimated cost of \$18,800 at this location. Acting Trustee Sciliano seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Acting Trustee Sciliano	“aye”

- Rye Lake Filtration Plant: General Counsel reported that WJWW and Hazen and Sawyer are continuing to work through the SEQRA process and that all Involved agencies have been notified that the comment period regarding lead agency status has been extended to May 23rd, 2020. General Counsel explained that WJWW wants to make sure that all information in order as this process moves forward. The Manager also shared that a Zoom meeting, to be attended by various WJWW staff, has been scheduled to review and comment on the Draft Basis of Design Report submitted by Hazen and Sawyer.

Old Business

- Corporate Park Drive / TOH: The General Superintendent reported that this project is moving forward.

Manager's Report

- Coronavirus COVID-19: The Manager reported that, to date, there have been no changes in regard to staffing and that there have been no positive cases of coronavirus among staff members at WJWW who have been tested. The Chief Water Treatment Plant Operator explained that the staff of the Operations department and their families are doing well. He said that the daily Zoom meetings with these staff members are going smoothly and that morale is good. The General Superintendent said that WJWW, in his words, “hasn’t missed a beat,” during this coronavirus pandemic. The Business Director, who is in the office at all times, reported that the Administrative staff continues to alternate between working remotely versus working in the office. Strict safety measures are being followed at all times, including practicing social distancing and wearing masks. The New York City Department of Environmental Protection reached out to offer WJWW additional masks which are to be provided to them by FEMA.

New Business

No New Business needed at this time.

Executive Session

No Executive Session needed at this time.

Date of Next Meeting

The next Board of Trustees meeting is scheduled for May 12, 2020 at 3:30 p.m.

With no further business to discuss, Trustee Murphy made a motion to adjourn the meeting. Acting Trustee Sciliano seconded the motion:

Trustee Seligson	“aye”
Trustee Murphy	“aye”
Acting Trustee Sciliano	“aye”

The meeting adjourned at 4:07 p.m.