

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, August 25, 2020 at 3:30 p.m.**

The meeting was called to order at 3:35 p.m. with the following members present (via video conference):

**Present:**

- Trustees: Ron Belmont, Tom Murphy, Nancy Seligson,
- 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

**Retirement Announcement**

Before addressing agenda items, the Business Director announced to the Board that Doris Lechner, Accountant for WJWW, is retiring after 15 years of exemplary service. Doris' dedication, professionalism, kindness towards co-workers, vendors and customers, alike, and her wonderful stories, will be sorely missed. Trustee Seligson added that Doris' "lovely spirit" and service to WJWW will be greatly missed, as Trustee Murphy, congratulated her and wished her luck. Trustee Belmont also wished her well and thanked her for her service to Town/Village of Harrison. The Manager shared that he felt lucky that Doris was here when he came to WJWW and that she will always be part of the WJWW family. Members of the Board joined in, congratulating and wishing Doris well.

**Approval of Minutes**

Trustee Belmont made a motion to approve the minutes of the August 11, 2020 Board Meeting. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"

**Financial Reports and Approvals**

The Business Director reviewed bank balances and presented claims to the Board highlighting significant items, among them: New York City water bills, payroll and automotive costs and costs related to regularly occurring, mid-year restocking of Distribution repair supplies (including couplings, pipe components and other fittings).

Approval of Claims: Trustee Murphy made a motion to approve 111 claims totaling \$1,912,032.00. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"

## General Administration:

- **Rye Lake Filtration Facility:** General Counsel explained to the Board that WJWW is in the midst of gathering information in order to continue to move forward with the process and FAA requirements. This work includes coordinating with a surveyor who will do field work which will help in determining the metes and bounds, a necessary step due to the proximity of the project to the airport. She also noted that WJWW is continuing to work with the Town/Village of Harrison (TVOH) Planning Board to move the project forward.
- Counsel introduced Stacey Cohen, Founder & CEO of Co-Communications, a full-service public relations and marketing agency, to the WJWW Board. Ms. Cohen has offered her company's services to assist WJWW with communication and the dissemination of factual material to the public in regard to the Rye Lake Filtration Facility. The presentation highlighted Co-Communications' experience with large-scale, local, municipal projects. In business for over 20 years, Co-Communications has an extensive portfolio that includes public relation campaigns with an emphasis on advocacy in community relations. Ms. Cohen submitted a proposal for consideration by the Board, for public relations and marketing services that includes a multi-faceted approach to help educate the public and keep them informed about this important project, the cornerstone of which will be transparency, accuracy and responsiveness. The presentation was well-received by the Trustees, but they requested more time to review the plan and associated costs.

## **Old Business**

The General Superintendent took a few minutes to commend WJWW staff for the "remarkable work" that they're doing, from routine tasks (code 53 markouts, reading and changing meters, flushing, and painting hydrants, for example) to responding to numerous water main breaks. Many of these breaks were extremely complicated in nature, including those at The Crossings and at Fenimore Road. He explained that the WJWW crew responded to these emergencies by quickly assessing, locating and repairing the breaks.

He also reported on the following projects:

- **Mamaroneck Avenue Bridge / TOM:** This bridge replacement project, which will also include a water main replacement, is currently getting underway. It is expected to be completed in 9 months.
- **Avalon / TOH:** This project continues to make good progress.

The Chief Water Treatment Plant Operator discussed the following item:

- **Winged Foot Tank:** This project is going smoothly with the application of the mid-coat just completed.

## **Manager's Report**

- **UV Facility:** The Manager reported that WJWW attended a meeting with the Planning Board for the TVOH on August 18, 2020, and said it was very productive. The Manager circulated a memorandum to the WJWW Trustees, dated August 18, 2020, from the TVOH's Planning Consultant to the Planning Board Chairperson Heaslip and members of the Planning Board,

regarding Special Exception Use, Site Plan, Wetland Permit and SEQR reviews. The Manager explained that WJWW had received the memorandum the same day as the TVOH's Planning Board meeting and agreed to respond to the comments raised in the memorandum by September 2, 2020. After reading the proposed purpose of the UV Facility as described under "Proposed Project" in the memorandum, the Manager said he felt it was necessary to clarify both the primary purpose of the UV Facility and how it will operate as an independent facility. The Manager stated "although secondary benefits of the UV Facility are shown under "Proposed Project" in the memorandum, the primary purpose of the UV Facility is not clearly indicated. The primary purpose of the UV Facility is to provide treatment for cryptosporidium as required by the USEPA Long Term 2 Enhanced Surface Water Treatment Rule (LT2). Of the 99 Community Public Water Supplies in Westchester County, WJWW is the only Community Public Water Supply in Westchester County which has not complied with the LT2, and likely the only Community Public Water Supply in NYS which has not complied with the LT2."

The Manager then provided the TVOH Planning Board with information about cryptosporidium, a microorganism commonly found in lakes and rivers, including Kensico Reservoir and Rye Lake, where it has been detected. He said that the principal source of cryptosporidium in the environment is from animal waste and that it is highly resistant to chlorine disinfection which is the treatment that WJWW currently provides. He also explained that cryptosporidium has caused several large outbreaks of gastrointestinal illness in the United States, including the outbreak in Milwaukee Wisconsin in 1993, which brought cryptosporidium to the public's attention. The Manager said it causes symptoms that include "diarrhea, nausea, and/or stomach cramps" and "people that are immuno-compromised are likely to have more severe and more persistent symptoms than healthy individuals."

In addition, the Manager said that the memorandum stated that the UV Facility "will operate in conjunction with the proposed water filtration plant located on the County Airport property. Both facilities are required in order to comply with state and federal drinking water regulations (USEPA Surface Water Treatment Rules)." The Manager explained that although this statement is true in a general sense with regard to WJWW's broader plan to ultimately comply with all state and federal drinking water regulations, the UV Facility is a project separate and apart from WJWW's proposed Filtration Facility. The UV Facility is relative to treatment required under the USEPA's LT2, and the Filtration Facility is relative to compliance with the USEPA Surface Water Treatment Rule (SWTR) and more recently the USEPA Administrative Order to remove organic matter which contribute to levels of Trihalomethanes and Haloacetic Acids in the drinking water.

Finally, the Manager said "given my background as a former Assistant Commissioner for the Westchester County Department of Health, and the importance for WJWW to treat for cryptosporidium as soon as possible, WJWW will be working closely with the Harrison Planning Board to avoid any unnecessary delays towards construction of the UV Facility and the protection of the public health and safety of the residents of Harrison as well as the roughly 120,000 County residents that WJWW serves."

Representatives from H2M Architects and Engineers were also in attendance at the TVOH meeting and available to address any technical questions the Planning Board members may have had. WJWW Counsel reiterated that a written response to the memorandum would be provided to the TVOH Planning Board. In addition, Counsel reminded the WJWW Board that the site for the proposed UV Facility already has existing WJWW infrastructure on-site and that all efforts will be made to blend the UV facility in with the existing facilities and surroundings, through the use of architectural elements and landscaping.

### **New Business**

No New Business to discuss 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 September 8th, 2020 at 3:30 p.m.

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

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	“aye”

The meeting adjourned at 4:25 p.m.