

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Wednesday, April 13, 2021 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, Nancy Seligson
- Lori Lee Dickson, General Counsel
- Paul Kutzy, Manager
- David Birdsall, Business Director
- Frank Arcara, General Superintendent
- Jacqueline Briggs, Assistant Civil Engineer
- Zach Wasp, Assistant Civil Engineer

**Approval of Minutes**

Trustee Belmont made a motion to approve the minutes of the March 23, 2021 Board meeting. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	not present

**Financial Reports and Approvals**

David Birdsall, Business Director, reviewed bank balances and presented claims to the Board highlighting significant items, among them: NYC Water Purchases, Purchase Booster Station & PRV Modification Project, Filtration Plant Engineering Design Fees, Payroll Related Items, PRV Projects at SWW Interconnections, NYSHIP Monthly Health Insurance Premium, and Infrastructure Taxes.

Approval of Claims: Trustee Belmont made a motion to approve 152 claims totaling \$1,644,722.00. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	not present

General Administration:

- Proposed Distributions to Members of 2020 WJWW Income: David Birdsall, Business Director, explained that the audited financial statements are running a bit behind schedule due to the Covid-19 pandemic, which required that some of the work be done remotely. Generally speaking, it was noted that the distribution percent for each municipality varies and is driven by a couple of factors, and is not just a reflection of water usage. Final statements will be wrapped up in the next week or so and details will be provided to the municipalities at that time. The first distribution installment is expected to be made on April 27<sup>th</sup>.

- Tax Levy Transfer / VOM: Trustee Belmont made a motion to approve a resolution for the Tax Levy Transfer in the amount of \$77,740.61 to the Village of Mamaroneck. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	not present

Lori Lee Dickson, General Counsel, circulated a document prior to the BOT meeting informing the Trustees of pending legislation that may have an impact upon transfers of water arrears to tax levies. General Counsel will continue to monitor this bill, but advised that the Trustees review with their respective municipal legal counsel.

- Rye Lake Filtration Plant: Lori Lee Dickson, General Counsel, explained that a virtual Public Scoping Session for this project will take place today at 5:00 p.m. and that, along with WJWW staff, consultants related to engineering, planning and architecture, will also be in attendance. The meeting will be opened with a brief 10-minute presentation by the consultants and followed by a public comment period. Comments will be limited to the Draft Scope only and will go on as long as there are comments to be taken. If the public has general questions/comments regarding this project, they will be referred to the microsite where they can be submitted. Instructions to participate in today’s virtual meeting are available on the WJWW website and on the microsite.

General Counsel stated that the Draft Scope was sent to all Involved and Interested agencies and is available upon request to anyone who would like a copy. It has also been made available on the microsite for review. Written comments will be accepted until 5:00 p.m., on April 23, 2021. All comments submitted will be taken into account before the development and adoption of the Final Scope.

**Old Business**

Frank Arcara, General Superintendent, updated the Board on the following:

- Howard Avenue Water Main Replacement/VOM: This project is now complete, with all area residents receiving their water through the new main. WJWW is working on an agreement with ConEd related to the cost sharing of paving the road.
- Westchester Avenue Meter/PRV Vault / TVOH: All the interior piping, except for the meter and the PRV, has been installed in the vault. Zach Wasp, Junior Civil Engineer, informed the Board that the meter has been ordered and has an approximate 4 to 5-week lead time. He also explained that ConEd will need to do some electrical work ahead of the installation of the meter. Water is currently running through the bypass of this station to provide water to SUEZ.
- Over the last two weeks, ELQ has done three water main replacements, one hydrant replacement and one valve replacement. WJWW Distribution staff performed four service line repairs, 147 seasonal account turn-ons, 175 service calls, and 17 backflow inspections, as hydrant flushing of the system continues. Frank Arcara, General Superintendent, also explained that staff is using a diffuser to scour the mains, which is a more efficient way to fully flush and remove debris from the lines. As a result, no calls related to discolored water have been reported by customers.

**Manager’s Report**

Paul Kutzy, Manager, was happy to report that the UV Facility has been placed on the agenda for the next TVOH Planning Board meeting, on April 27<sup>th</sup> for Special Exemption Use permit & Wetland permit reviews. The WJWW team will give a presentation about this project to the Planning Board.

**New Business**

- Resolution Agreement with Westchester County for Shared Costs of Upgrades at Purchase Booster Pump Station and PRV: Lori Lee Dickson, General Counsel, stated that temporary measures are being made permanent in regard to upgrades at the Purchase Booster Pump Station and installation of a Pressure Reducing Valve at Lake Street, a joint capital project with an estimated total cost of \$1,722,000. This project, which has already received Board approval, services WJWW’s upper high service area and includes Westchester County Airport. Paul Kutzy, Manager, reported that WJWW and Westchester County are entering into an agreement to share the cost of this project, on a 50/50 basis. A resolution, prepared by the County, was presented to the WJWW Trustees for consideration. Lori Lee Dickson, General Counsel, explained that the agreement will function as a “reimbursement agreement” that will enable WJWW to invoice the County for half the expenditures for this project. Trustee Belmont made a motion to approve the Resolution Agreement with Westchester County for Shared Costs of Upgrades at Purchase Booster Pump Station and PRV. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	not present

**Executive Session**

No Executive Session needed at this time.

**Date of Next Meeting**

The next Board of Trustees meeting is scheduled for April 27, 2021 at 3:30 p.m.

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

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	not present

The meeting adjourned at 4:05 p.m.