

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Wednesday, April 27, 2021 at 3:30 p.m.

The meeting was called to order at 3:32 p.m. with the following members present (via video conference):

Present:

- Trustees: Ron Belmont*, Nancy Seligson, Thomas Murphy
- 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

*Trustee Belmont signed into the virtual meeting at 3:43 p.m., but due to a technical issue was unable to fully participate at this meeting.

Approval of Minutes

Trustee Murphy made a motion to approve the minutes of the April 13, 2021 Board meeting. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	unable to participate
Trustee Murphy	“aye”

Financial Reports and Approvals

David Birdsall, Business Director, reviewed bank balances and presented claims to the Board highlighting significant items, among them: First Installment of Distribution of 2020 Income, First Quarter 2021 Sewer Rents, Payroll Related Items, Vehicle Purchases, Westchester County Eastview Project Phase 1 Debt Service, and the UV Project Review Application Fee.

Approval of Claims: Trustee Murphy made a motion to approve 94 claims totaling \$1,951,753.00. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	unable to participate
Trustee Murphy	“aye”

Trustee Seligson requested that, in the future when WJWW needs to replace vehicles, they consider a hybrid or electric option. Trustee Seligson shared that the TOM finds that the savings in gasoline, offsets a higher vehicle price tag. Trustee Seligson also requested a quarterly update of fees associated with the services of the WJWW Special Counsel as well as those of the WJWW Labor Attorney.

General Administration:

- **Rye Lake Filtration Plant:** Lori Lee Dickson, General Counsel, explained that WJWW held a 30-day Public Comment period on the Draft Scope, a document that will eventually determine the breadth and depth of the Draft Environmental Impact Statement. WJWW decided to extend the Public Comment period by two weeks and will continue to accept written comments submitted by mail and email (at SEQR@wjww.com). The new deadline for written comments related to the Draft Scope, is May 10, 2021. General Counsel shared that there have been substantive comments received already and the WJWW team is excited to take them into consideration and incorporate them into a revised Draft Scope, which will then be presented to the Board for consideration. All appropriate parties who were notified of the original comment period, such as Involved and Interested agencies, have been notified of the extension.

Lori Lee Dickson, General Counsel, presented two Nelson Pope Voorhis proposals related to Phase 1 Environmental Site Assessments required for the transfer of the two properties for the Filtration Plant. It was explained that Phase 1 is a first step in the process and provides the necessary due diligence required for these transactions to take place once SEQR is completed. General Counsel also explained that some preliminary Phase 1 work had been done on the Westchester County land, but will be updated as the County has requested. The proposals are similar in terms of the assessments to be done, except one is for the property to be acquired from Westchester County and the other is for the property currently owned by WJWW, adjacent to the airport. It was noted that both properties are of equal acreage.

Trustee Murphy made a motion to approve the Nelson, Pope and Voorhis proposal for Phase 1 Environmental Site Assessments related to the Westchester County Property (Project Site Parcel), in the estimated amount of \$2,400. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	unable to participate
Trustee Murphy	“aye”

Trustee Murphy made a motion to approve the Nelson, Pope and Voorhis proposal for Phase 1 Environmental Site Assessments related to the WJWW Property (Exchange Parcel), in the estimated amount of \$1,900. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	unable to participate
Trustee Murphy	“aye”

Paul Kutzy, Manager, stated that a postcard will be sent out to alert/notify customers about the filtration plant microsite and the SEQR process. WJWW has taken steps to inform the public, but the postcards will reiterate that the microsite has been created, contains factual information and that it is a good source of information with regard to the SEQR process.

- **UV Facility:** Lori Lee Dickson, General Counsel, reported that the UV Facility has been placed on this evening’s TVOH Planning Board meeting agenda. The Planning Board has requested that the WJWW team reintroduce this project to them, due to the long hiatus. It was explained that WJWW’s goal for tonight’s presentation is to have the Planning Board set a public hearing date for next month.

Old Business

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

- Purchase Booster Pump Station Upgrades and PRV: This joint capital project has been placed on this evening's TVOH Planning Board meeting agenda for approval of generator pads which need to be installed.
- Over the last two weeks, WJWW Distribution staff have done six service line renewals and have been busy pre-paving in the TVOH and VOM. It is expected that this pre-paving work will be done in the TOM soon. Operations staff took 141 samples, checking for various parameters and all results have come back within normal ranges.

Manager's Report

No Manager's Report needed at this time.

New Business

No New Business to discuss at this time.

Executive Session

At 3:52 p.m., Trustee Murphy made a motion to go into Executive Session to discuss employee discipline matters of a particular individual. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	unable to participate
Trustee Murphy	"aye"

At 4:10 p.m., Trustee Murphy made a motion to leave Executive Session and return to the regular Board meeting. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	unable to participate
Trustee Murphy	"aye"

Date of Next Meeting

The next Board of Trustees meeting is scheduled for May 11, 2021 at 3:30 p.m.

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

Trustee Seligson	"aye"
Trustee Belmont	unable to participate
Trustee Murphy	"aye"

The meeting adjourned at 4:11 p.m.