

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, October 26, 2021 at 3:30 p.m.**

**Present:**

- Trustees: Ron Belmont (in-person), Nancy Seligson (in-person), Thomas Murphy (in-person)
- Lori Lee Dickson, General Counsel (in-person)
- Paul Kutzy, Manager (via videoconferencing)
- Frank Arcara, General Superintendent (via videoconferencing)
- Jacqueline Briggs, Assistant Civil Engineer (via videoconferencing)
- Zach Wasp, Assistant Civil Engineer (via videoconferencing)

**Introductions**

For the benefit of the public, WJWW Board members and WJWW staff shared their names and titles.

**Approval of Minutes**

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

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

**Financial Reports and Approvals**

Paul Kutzy, Manager, reviewed bank balances and presented claims to the Board highlighting significant items, among them: NYC Water Bills for August (NYC Water Board), Hazen & Sawyer Engineering Costs for Filtration Plant, EFI Progress Payment for Prefabricated UV Facility, Town of Harrison Permit Fees for UV Facility, Payroll Costs, PRV Valves (Osborn Rd & Weaver Street Projects), Filingeri Electric Progress Payment for UV Facility, NYSHIP November Premium, Purchase of Various Size Fire Hydrants and Taxes on WJWW Infrastructure.

Approval of Claims: Trustee Murphy made a motion to approve 126 claims totaling \$3,791,189. Trustee Belmont seconded the motion, all in favor:

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

**General Administration:**

- Tax Levy Transfer / TVOH: Trustee Belmont made a motion to approve a resolution for the Tax Levy Transfer in the amount of \$287,237.26 to the Town/Village of Harrison. Trustee Murphy seconded the motion, all in favor:

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

- Insurance Program Renewal: Quotes for the 2021/2022 renewal of the WJWW Property & Liability Insurance Program have been received and were presented for Board consideration. The cost of renewing coverages is \$243,063, a \$20,000 or 9% increase over last year. While a significant increase in cost, it was noted that this is better than average for the current marketplace. Paul Kutzy, Manager, explained that the term runs from November 2021 to November 2022. Trustee Murphy made a motion to approve the renewal of the WJWW Property & Liability Insurance Program coverages in the amount of \$243,063.00. Trustee Belmont seconded the motion, all in favor:

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

## **Old Business**

- Rye Lake Filtration Plant:
  - SEQR Update: Lori Lee Dickson, General Counsel, shared that WJWW consultants, Valerie Monastra, AIC, Principal Planner at Nelson Pope & Voorhis and Eileen Feldman, P.E., Associate Vice President at Hazen & Sawyer, were in attendance to present the Final Scope and a Response to Comments document to the Board. WJWW BOT meetings are business meetings and the public was reminded that if they would like to make any comments, they should send their correspondence through regular US mail or access the Filtration Plant microsite at [wjwwfiltration.com](http://wjwwfiltration.com). It was explained that the Final Scope, the Response to Comments document and the Board resolution to adopt the Final Scope are all currently available on the WJWW website and will be uploaded to the microsite, as well.

Valerie Monastra explained that her firm has been tasked with putting together the SEQR documentation for this project and that Eileen Feldman was in attendance to answer any questions the Board may have of a technical nature. A Draft Scope, that identified areas to be studied in the DEIS, was initially presented to the Board in April of 2021 and was followed by a public comment period that ended on May 10, 2021. Ten comments were received from various individuals and agencies and it was noted that the comments also included those that were made at the Public Scoping Session held on April 13, 2021. All the comments that were received have been reviewed, identified and addressed accordingly. Ms. Monastra began with a PowerPoint presentation that highlighted changes that were incorporated between the Draft Scope and the Final Scope, as a result of comments from the public. It was made clear that many agencies, including Federal, State and local, will require approvals and permits throughout the process. The changes highlighted in the presentation included items related to community character and visual impacts, utilities, stormwater management, public health, environmental impacts and alternatives. The Trustees remarked that it appeared that all of the comments were addressed in the Final Scope and that it appeared that additional studies, evaluations and alternatives had been added to the Scope. Ms. Monastra agreed and explained that many of the comments that were received were related to items that were already going to be addressed as part of the Scope. She shared that while the Scope has been underway, work related to the development of several DEIS chapters has also begun, with analyses on-going. A complete DEIS will be presented to the Board for review, likely next month or the beginning of January and once approved, will be disseminated to the public, at which time mandatory public hearings will begin.

- Consideration of Resolution to Adopt, Publish and Post the Final Scope of the Filtration Plant EIS: Lori Lee Dickson, General Counsel, explained that a resolution to adopt, publish and post the Final Scope of the Filtration Plant, is being presented for consideration of Board approval. This detailed resolution clearly lays out where WJWW is in the SEQR process, what WJWW has done so far and directs that a DEIS be prepared - one that takes into account all potential environmental impact considerations, a requirement of the SEQR process. Trustee Belmont made a motion to approve the resolution to adopt, publish and post the Final Scope of the Filtration Plant. Trustee Murphy seconded the motion, all in favor:

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

- Project Updates:

- UV Facility / Rye Lake: Frank Arcara, General Superintendent, reported that five sections of the pre-fabricated UV facility building were delivered by EFI and are now installed. Work to the interior of the building is continuing and is expected to be completed later this week. The roof will be installed by the end of next week, with the switchgear being delivered on Thursday, November 2<sup>nd</sup>. The stone siding has also been delivered, but will be installed in the spring. The UV facility is expected to be in service by year-end.

Trustee Seligson explained that she had an opportunity to visit the Rye Lake project site for the installation of the UV facility and said that it was very impressive. She shared that she was amazed that the building sections that were delivered the day before, were already assembled. The visit included a tour of the interior of the facility that houses the huge pipes connected to the water main and an overview of how the system will work. Trustee Seligson congratulated the WJWW staff and summed up the experience, saying that it was “a beautiful and an impressive sight”.

- The Distribution Department, ELQ performed two water main repairs for hydrant replacements and seven service line repairs. The Operations Department took approximately 82 samples that all came back within normal range, including those for TTHM and HAA5. The Service Department responded to 140 service calls and continue with hydrant flushing.

## **Manager’s Report**

No Managers Report needed at this time.

## **New Business**

- Approval of Woodard & Curran Engineering Services Proposal for the Integration of the new Rye Lake UV Facility into the WJWW SCADA System: Approval of a Woodard & Curran Engineering Services proposal for the integration of the new Rye Lake UV Facility into the WJWW SCADA System, with a cost of \$53,500, was requested. This project requires the integration of many components associated with both monitoring water quality parameters and remotely operating the

facility, as well as allowing for proper communication with the new UV facility and the entire WJWW system. Trustee Belmont made a motion to approve the Woodard & Curran Engineering Services proposal, with cost of \$53,500. Trustee Murphy seconded the motion, all in favor:

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

- Approval of Hazen & Sawyer Engineering Services Proposal for Purchase Street Booster Station Electrical Supports: Approval of Hazen & Sawyer Engineering Services proposal for Purchase Street Booster Station electrical supports, with a cost of \$9,500, was requested. Paul Kutzy, Manager, explained that during the construction phase of this project, it became clear that very heavy, overhead electric cables would need to be supported. Because Hazen & Sawyer originally designed this facility, they were tasked with designing these structural support components. Trustee Belmont made a motion to approve the Hazen & Sawyer Engineering Services proposal for Purchase Street Booster Station electrical supports, with a cost of \$9,500. Trustee Murphy seconded the motion, all in favor:

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

### **Executive Session**

At 4:19 p.m., Trustee Murphy made a motion to go into Executive Session to discuss a personnel matter related to particular person. Trustee Belmont seconded the motion, all in favor:

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

At 5:14 p.m., Trustee Belmont made a motion to leave Executive Session and return to the Regular Board meeting. Trustee Murphy seconded the motion, all in favor:

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

### **Date of Next Meeting**

The next Board of Trustees meeting is scheduled for November 10, 2021 at 3:30 p.m.

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

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

The meeting adjourned at 5:14 p.m.