

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, April 26, 2022 at 4:45 p.m.

Present:

- Trustees: Thomas Murphy (in-person), Jaine Elkind Eney (via videoconferencing)
- Lori Lee Dickson, General Counsel (in-person)
- Paul Kutzy, Manager (via videoconferencing)
- David Birdsall, Business Director (via videoconferencing)
- Frank Arcara, General Superintendent (via videoconferencing)
- Jacqueline Briggs, Assistant Civil Engineer (via videoconferencing)
- Zach Wasp, Assistant Civil Engineer (via videoconferencing)

Trustee Elkind Eney made a motion to approve the minutes of the April 12, 2022 Board meeting. Trustee Murphy seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	not present
Trustee Elkind Eney	“aye”

Financial Reports and Approvals

David Birdsall, Business Director, reviewed bank balances and presented claims to the Board highlighting significant items, among them: February Water Purchases from NYC (NYC Water Board), First Quarter 2022 Sewer Rents, Payroll Costs (Two Weekly Pay Periods), Engineering Support Services Various Projects (Woodard & Curran and Wasp Engineering), March Electrical Usage (NY Power Authority) and Replacement of Vehicle Lost as Result of Hurricane Ida Related Flooding (Hempstead Lincoln/Mercury)

Approval of Claims: Trustee Elkind Eney made a motion to approve 108 claims totaling \$1,546,750. Trustee Murphy seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	not present
Trustee Elkind Eney	“aye”

General Administration:

- Grounds Maintenance Contract: David Birdsall, Business Director, requested that the Trustees consider a one-year extension for the current grounds maintenance contract with Perfection Plus, at the current rate of \$12,400. Perfection Plus provides grounds maintenance for all WJWW facilities and the current rate is considered favorable especially given supply chain issues related to chemicals and parts. It was noted that this would be a second one-year extension of this grounds maintenance contract at the same rate. Trustee Murphy made a

motion to approve a one-year contract extension for the grounds maintenance contract with Perfection Plus for \$12,400. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	not present
Trustee Elkind Eney	“aye”

- Financial Systems Upgrade Contract: David Birdsall, Business Director, explained that the project to upgrade WJWW’s financial system that has been deferred for several years due to covid and other priorities, is being offered for Board approval. A product called Sage Intacct, which the Business Director described as a “Best in Class” vendor for accounting solutions for entities the size of WJWW, is being considered because it is a fully integrated, cloud-based system that will dramatically improve efficiency of digital workflow, financial reporting and the storage of documents, which will result in cost savings. In addition, it offers flexibility and allows the financial system to perform necessary tasks currently being done off-line. It was noted that the current WJWW financial system has been in need of replacement for quite a while now. The costs associated with this upgrade are made up of consulting costs, which are approximately \$40,000, and the software licensing and support costs, which are approximately \$59,000. Final cost may be lower as some options may be scaled back. Trustee Elkind Eney made a motion to approve the Sage Intacct contract to upgrade the WJWW financial system with an estimated cost of \$98,535. Trustee Murphy seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	not present
Trustee Elkind Eney	“aye”

Old Business

- Rye Lake Filtration Plant:
 - SEQR Update: Lori Lee Dickson, General Counsel, reported that following the Board designating the DEIS as complete, a Notice to Public Hearing and a Notice of Completion have been circulated to all Involved and Interested parties. Written comments on the DEIS are now being accepted either by mail or through the filtration plant website through June 6, 2022. The Notice of Public Hearing will be published, and Lori Lee Dickson, General Counsel shared that the public is welcome to attend this hearing in-person to share comments. The hearing will be held on May 25th at the courtroom at the Mamaroneck Town Center at 5:00 p.m..
- Project, System Maintenance and Operational Updates: Frank Arcara, General Superintendent, provided the following updates:
 - Purchase Storage Tanks Rehabilitation: On March 22, 2022, the Board approved NuCo Painting Corp.’s proposal to perform the tanks rehabilitation construction. A pre-construction meeting has been scheduled for May 5th, with work expected to begin around the end of May.

- WJWW and ELQ crews have been performing hydrant flushing, which should be completed by “early next week.” ELQ crews repaired one 6” water main break and completed one hydrant replacement. The Operations Department took a total of 70 samples - all came back within normal ranges.
- David Birdsall, Business Director, wanted to provide clarification about a question that had been raised regarding service line work. When Frank Arcara, General Superintendent, reports about work that is being done on “service lines”, he is actually referring to work that is being done on the service connection between the WJWW water main and the curb, and not on the customer’s portion of the service line that runs to the customer’s house.

Manager’s Report

Paul Kutzy, WJWW Manager, shared that the Ultraviolet (UV) Treatment Facility at Rye Lake became operational on January 6, 2022, and has been treating the WJWW Rye Lake source water for cryptosporidium since that time. On April 6, 2022, the Westchester County Department of Health indicated that the UV disinfection system may be placed into full validated operation. As a result, the source water will require less chlorine contact time and allows WJWW to take the Purchase water storage tanks out of service one at a time to perform scheduled tank rehabilitation work next month.

New Business

- Rye Lake Turbidity Curtain: Frank Arcara, General Superintendent, explained that on April 14, 2022, Marine Solutions mobilized a four-person dive team to perform an inspection of the turbidity curtain at Rye Lake, with repairs being made the very next day. The turbidity curtain was described as a fabric-like drape that hangs from the surface of the water to the floor of the lake. It is strategically located in the lake and it’s purpose is to prevent suspended solids or extended particles from run-off and storm drain discharge, from entering Rye Lake. Ripping and breaching of the turbidity curtain had been observed following recent heavy storms. Marine Solutions was hired to perform an emergency dive to report on the severity of the repairs that would be required. WJWW is evaluating the Marine Solutions report as to next steps.
- Purchase Water Storage Tank Site Issues: Frank Arcara, General Superintendent, explained that WJWW staff noticed over the last several months that the hillside around the Purchase Tanks was giving way, which caused a couple of mudslides. ELQ, WJWW’s emergency/priority services contractor, is on-site remediating the issue, which is necessary before the Purchase Street tank rehabilitation project can begin. Frank Arcara, General Superintendent, will keep the Trustees apprised of the situation.
- Trustee Murphy shared that at the Village of Mamaroneck (VOM) Board of Trustees meeting on April 25, 2022, one of the topics of discussion was the condition of the Mamaroneck River Dam, located a little north of WJWW’s office. Trustee Murphy explained that at the meeting the Village Manager ordered that emergency work to remediate the condition of the dam be undertaken. An agreement dating back to 1977 between the VOM and WJWW seems to suggest that, at that time, WJWW wanted to decommission and remove the dam because a reservoir that had been there, no longer existed. The VOM, on the other hand, felt that there was a flood mitigation benefit to the dam and urged that it be kept in place. The 1977 Memorandum of Agreement (MOA) between the

two entities was the result of these negotiations. The MOA states that the dam would remain in place and that the VOM would be responsible for the maintenance of it. Trustee Murphy would like to know what has to be done to the dam and what is the VOM's responsibility under the agreement. VOM counsel is currently reviewing the MOA and Trustee Murphy requested that Lori Lee Dickson, WJWW General Counsel, look it over and reach out to the VOM counsel to discuss.

Executive Session

No Executive Session was needed at this time.

Date of Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, May 10, 2022, at 4:45 p.m.

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

Trustee Murphy	"aye"
Trustee Dionisio	not present
Trustee Elkind Eney	"aye"

The meeting adjourned at 5:20 p.m.