

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, March 14, 2023 at 4:45 p.m.**

**Present:**

- Trustees: Thomas Murphy (in-person), Jaine Elkind Eney (in-person), and Rich Dionisio (in-person)
- Lori Lee Dickson, General Counsel (in-person)
- Paul Kutzy, Manager (in-person)
- 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)

**Executive Session**

At 4:50 p.m., Trustee Murphy made a motion to enter into Executive Session to conduct “discussions regarding a matter involving litigation related to a particular individual” and to otherwise obtain advice of counsel. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

At 5:07 p.m., Trustee Elkind Eney made a motion to return to the regular meeting. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

**Approval of Minutes**

Trustee Elkind Eney made a motion to approve the minutes of the February 28, 2023 Board Meeting minutes. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

Trustee Elkind Eney made a motion to approve the minutes of the March 7, 2023 Special Board Meeting minutes. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
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: NYS IMG Grant Partial Reimbursements to Members, Contractor Progress Payments UV Facility Project (EFI & ELQ), Water System Repairs, Maintenance, Main and Infrastructure Replacement Projects (Etre), Distribution System Materials & Supplies (Core & Main: Meters; Carmel: Components; Capitol Supply: Valves,), Payroll Costs (two payroll periods), Monthly NYSHIP Medical Insurance Premium (March) (New York State), One Replacement Vehicle Ford F150 (Hempstead Lincoln- NYS Contract Vendor)

Approval of Claims: Trustee Elkind Eney made a motion to approve 200 claims totaling \$3,825,412. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

### General Administration:

- Joint Capital Improvement Project - Weaver Street Pump Station & Pressure Regulator Vault (Phase 2): David Birdsall, Business Director, presented the need for the establishment of a second phase project for additional construction costs (site work and pipe work) related to the Weaver Street Pump Station and PRV Upgrade in the estimated amount of \$550,000. For purposes of the five-year capital improvement plan this project was offset against the Joint Capital Project contingency included in the plan. Trustee Elkind Eney made a motion to approve the Joint Capital Project (A-1394) Weaver Street Pump Station & Pressure Regulator Vault Upgrade (Phase 2) at an estimated cost of \$550,000. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

- Joint Capital Improvement Project - Rye Lake Turbidity Curtain & Boom System: David Birdsall, Business Director, presented a Hazen & Sawyer proposal for the replacement of the Rye Lake Turbidity Curtain & Boom System, inclusive of all engineering and construction related costs, in the estimated amount of \$900,000. This replacement is necessary due to the overall deterioration of this fabric-like drape that hangs from the surface of the water to the floor of the lake and the system that supports it, which prevents suspended solids and extended particles from I684 run-off and storm drain discharge from entering the Rye Lake plant intake. Trustee Murphy made a motion to approve the Hazen & Sawyer proposal for the replacement of the Rye Lake Turbidity Curtain & Boom System, inclusive of all engineering and construction related costs, in the estimated amount of \$900,000. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

- WJWW Fee Schedule Update: The Fee Schedule update initially scheduled for today's Board meeting has been postponed until the next Board meeting.

### **Old Business**

- Rye Lake Filtration Plant: Lori Lee Dickson, General Counsel then presented to the Board, a proposal from Co-Communications for professional services for the Filtration Plant, in the not to exceed amount of \$25,000. Trustee Murphy made a motion for authorization to enter into a professional services contract with Co-Communications and Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

- Project, System Maintenance and Operational Updates: Frank Arcara, General Superintendent, explained that there are no project updates at this time, but provided the following System Maintenance and Operational updates:
  - WJWW crews performed a 5 curb valve repairs and ELQ crews performed 3 service line renewals and 1 fire hydrant replacement. The Service Department responded to 175 service calls and the Operations Department took a total of 72 samples - all came back within normal range.

### **Manager's Report**

No Manager's Report was needed at this time.

### **New Business**

No New Business to discuss at this time.

### **Date of Next Meeting**

The next Board of Trustees meeting is scheduled for Tuesday, March 28, 2022, at 4:45 p.m.

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

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

The meeting adjourned at 5:17 p.m.